

*WINNEBAGO COUNTY BOARD OF SUPERVISORS
Facilities & Property Management Committee*

DATE: Wednesday, February 10, 2010

TIME 9:30 AM

PLACE: Facilities and Property Management, 1221 Knapp Street, Oshkosh, WI 54902

PRESENT: Chuck Farrey, Don Griesbach, Jim Koziczowski

ALSO PRESENT: Mike Elder-Facilities & Property Management Director, Patty Francour – Information Systems Director, Debra Last – Citizen in Red Oak Court Nekimi, Larry Last – Citizen in Red Oak Court Nekimi

ABSENT: Tim Hamblin – Excused, Bill Wingren - Excused

Meeting was called to order by Chairman Don Griesbach at 9:30 AM.

APPROVE MINUTES FROM PREVIOUS MEETING: Motion to approve January 13, 2010 meeting minutes as written, by Jim Koziczowski. Seconded by Chuck Farrey. Motion passed 3-0.

CORRESPONDENCE: None

PUBLIC INPUT ON AGENDA ITEMS: None

DISCUSSION AND ACTION ON OSHKOSH B'GOSH BUILDING: Mike Elder is going to be hiring Excel Engineering out of Fond du Lac for the architectural and engineering for the Oshkosh B'Gosh Building at \$65,500.00 and will not need to come to the County Board for approval per John Bodnar. A kick off meeting will be held with Department Heads being affected by the move, along with Mark Harris, on Monday, February 15th. Mike shared a timeline of going out for bids approximately six weeks from the time of Excel Engineering start date and would like to have everyone in the building by September.

Orrin King will be looked at for remodeling to accommodate the District Attorney Office in late summer/early fall, with approximately 3,600 square feet being used for the department.

DISCUSSION AND ACTION ON ROOF REPLACEMENT, MAINTENANCE FACILITY ROOFS, BUDGET TRANSFER REQUEST \$200,000: Mike Elder indicated the \$200,000 is in the Capital Project for the Maintenance Facility roof to be replaced. Mike informed the committee that the roof is over thirty years old and it is beyond patching, with leaks coming in the shop area.

A motion to approve the fund transfer of \$200,000 for the Maintenance Facility roof replacement was made by Chuck Farrey. Seconded by Jim Koziczowski. Motion passed 3-0.

DISCUSSION ON ENERGY EFFICIENT AND CONSERVATION BLOCK GRANT/JAIL WASTE HEAT-ABSORPTION CHILLER AND EXPO AC: Mike Elder indicated the first report was sent to the Federal Government and the second report will be due after March 31, 2010. Raasch Associates will be doing the design work for the Expo A/C roof top unit option.

MIKE ELDER REPORT ON DEPARTMENT OPERATIONS: Mike went through the project list that was mailed to committee members. The budget was also discussed.

CHAIRMAN REPORT: No report.

SET DATE AND TIME FOR NEXT MEETING: The next Facilities and Property Management committee meeting will be held on Wednesday, March 10, 2010 at 9:30 AM in the Facilities Department.

ADJOURN: Chuck Farrey made a motion to adjourn at 10:26 AM and seconded by Jim Koziczowski. Motion passed 3-0.

Respectfully submitted,
Chris Kinderman
Secretary, Facilities and Property Management
2/18/10