

WINNEBAGO COUNTY BOARD OF SUPERVISORS
Facilities & Property Management Committee

DATE: Wednesday, November 11, 2009

TIME: 9:30 AM

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

PRESENT: Chuck Farrey, Don Griesbach, Tim Hamblin, Jim Koziczkowski, Bill Wingren

ALSO PRESENT: Mike Elder-Facilities & Property Management Director, Patty Francour-Information Systems Director, Mark Harris-County Executive, Bill Roh-resident, Tom Widener-County Board Supervisor, District 9

ABSENT: None

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

APPROVE MINUTES FROM PREVIOUS MEETING: Motion to approve October 14, 2009 meeting minutes as written, by Bill Wingren. Seconded by Tim Hamblin. Motion passed 5-0.

CORRESPONDENCE: Don Griesbach stated that he, along with other Supervisors, received a letter from an anonymous source indicating that Park View Health Center was not safe. Attached to the letter was a report from a website indicating that they were ranked 4 out of 5 with 11 violations that included the fire alarm system. Mike Elder indicated that when the State yearly inspection was, there were new inspectors from when Park View was built and the required fire system and other required changes have been completed.

PUBLIC INPUT ON AGENDA ITEMS: None

DISCUSSION AND ACTION ON OSHKOSH B'GOSH BUILDING PURCHASE: Mike Elder handed out a draft copy of a projected timeline for the Oshkosh B'Gosh building. The building will be closed on at the end of 2009, with the departments moving in around the end of September. The timeline for completion is dependant on the individual departmental needs and how much has to be changed form the current layout/configuration. Mark Harris indicated that all negotiations are going smoothly and on track from previous conversations with Carters.

Mark Harris said the Orrin King Administration building can be remodeled after the move to the Oshkosh G'Gosh building to accommodate the District Attorney and Veterans Departments. The remodel may consist of moving currently occupied departments to different areas in the building and/or condensing current space departments have.

Mark Harris indicated the long term goal after moving all departments to be moved into the Oshkosh B'Gosh building is to raze the Pavilion, find a use for Pleasant Acres or raze the building, move the departments out of the Williams Building and raze that building, move departments out of rented space in the Beach building and AT& T building into County owned buildings.

Mike Elder would like the committee to begin thinking of the name for the Oshkosh B'Gosh building.

DISCUSSION AND ACTION ON EXPO AIR CONDITIONING: Mike Elder explained that the project is to upgrade the air conditioning in the Expo Building at the Fairgrounds and to make necessary repairs to the roof. The roof top units are reaching the end of their estimated lifespan and require costly repairs. The cost of repairs is approaching the cost of a new rooftop unit. This project replaces the existing units with more energy efficient ones. There are areas of deterioration on the roof and these will be addressed at the same time. The building controls will be upgraded to coordinate the operation of the 15 rooftop units to maximize the efficiency. The American Recovery and Reinvestment Act (ARRA) provide the Energy Efficiency and Conservation block Grant (EECBG) to offset the cost to the County. Under the EECBG, Winnebago County is an entitled County. This means that the ARRA provides these funds to the County without applying or competing for funds. Winnebago County needed to provide a plan on how the funds would be spent and how many jobs would be created or retained. The Expo air conditioning was of two projects submitted to the Department of Energy for consideration. Both projects were accepted.

Mike Elder would like a joint meeting between Parks and Facilities committees to vote on this budget transfer of \$460,000.00 (\$311,300 bond proceeds and \$148,700 energy block grant). Don Griesbach will contact Jerry Finch and have a joint meeting at the next Facilities meeting.

DISCUSSION AND ACTION ON JAIL ABSORPTION CHILLER: Mike Elder explained that the project is to upgrade the air conditioning in the Jail and Sheriff's Office. It adds an absorption chiller to use waste heat from an additional landfill gas co generator being located at the jail. An absorption chiller is much more economical to operate. The jail complex is the biggest energy user of all individual buildings in the County. Total project cost will be recovered in 9 years due to lowered electrical usage. The equipment has a life expectancy of 25 years and the waste heat is expected to last approximately 25 years also. The American Recovery and Reinvestment Act (ARRA) provide the Energy Efficiency and Conservation block Grant (EECBG) to offset the cost to the County. Under the EECBG, Winnebago County is an entitled County. This means that the ARRA provides these funds to the County without applying or competing for funds.

Winnebago County needed to provide a plan on how the funds would be spent and how many jobs would be created or retained. The Expo air conditioning was of two projects submitted to the Department of Energy for consideration. Both projects were accepted.

This project was not presented in the 5 year Capital Plan and to the County Board previously. It became viable when an additional co generator was planned to be installed by the Jail and greatly increased the amount of waste heat that would be available. An absorption chiller was one of the energy efficiency improvements to design of the new Jail but was discarded when the waste heat from the co generators was not available. The jail was designed and built to have another chiller installed. The existing centrifugal chillers will remain and be used minimally.

Bill Wingren made a motion to approve the budget transfer of \$600,000.00 (\$335,000 from bond proceeds and \$265,000.00 from energy block grant). Jim Koziczowski seconded. Motion passed 5-0.

DISCUSSION PLEASANT ACRES: Mike Elder met with Brad Masterson from the Housing Authority and indicated Brad is interested in converting Pleasant Acres into apartments. Brad will sit down with a design group to see if feasible. Mike will send a letter to Brad indicating we need an answer by the end of 2009. Mark Harris indicated it is costing the County \$500.00/day for energy consumption in the Pavilion and Pleasant Acres and need to have the utilities running at minimum for the Fire Alarm system, elevators running and inspected and other necessary operations/inspections.

Mike Elder indicated the razing process of a building is to apply to DNR, asbestos abatement and demolition. It was discussed that the Highway Department would like to be involved in the process to use the rubble for Highway projects.

DISCUSSION STRATEGIC PLANNING: It was discussed that if Family Care is interested in leasing space in the Oshkosh B'Gosh building, that space would be built out first. Public Health space would be built out second and Second Chance would be built out third in the separate building. Second Chance will be completed before the beginning of the 2009-2010 school year to minimize disruption to staff and students.

Razing of Pleasant Acres can happen at any point, while razing of the Pavilion can happen after Public Health is moved out.

Mike indicated he is planning on replacing one boiler at a time in the Oshkosh B'Gosh building without interruption to the heating system, but there may be noise throughout the process that could be disruptive to some employees.

The generator currently housed in the Pavilion will be moved to the Oshkosh B'Gosh building and will handle the load of the Information Systems equipment.

MIKE ELDER REPORT ON DEPARTMENT OPERATIONS: Mike went through the project list that was mailed to committee members. The control over County owned buildings was also discussed and Mike would like to draft a written policy for any changes needing approval by the Facilities and Property Management committee. Mike indicated there is more stuff being stored out at the Butler Storage building without the Facilities Department being made aware of the additional stored equipment/supplies. Mike also indicated that \$20,000.00 was put in the 2010 Facilities budget for Parks repairs that the Facilities Department completes. Currently, the Parks department has approximately \$11,000.00 worth of budget transfers that have not been processed since June. Mike has had conversation with Rob Way and Rob said they will be sent to Finance on Monday.

CHAIRMAN REPORT: No report.

SET DATE AND TIME FOR NEXT MEETING: The next Facilities and Property Management committee meeting will be held on Wednesday, December 9, 2009 at 9:30 AM in the Facilities Department.

ADJOURN: Chuck Farrey made a motion to adjourn at 11:07 AM and seconded by Jim Koziczowski. Motion passed 5-0.

Respectfully submitted,
Chris Kinderman
Secretary, Facilities and Property Management
11/11/09