

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

DATE: Wednesday, August 13, 2014

TIME 9:30 AM

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

PRESENT: Tim Hamblin, Bill Wingren, Bill Roh and Chuck Farrey

ALSO PRESENT: Mike Elder-Facilities & Property Management Director and Guy Hegg-District 27 Board Supervisor.

ABSENT: Tom Egan

Meeting was called to order by District 7, Committee Chairman, Bill Roh at 9:30 AM.

APPROVE MINUTES FROM PREVIOUS MEETING: Motion to approve July's minutes by Chuck Farrey, with correction, and 2nd by Bill Wingren, motion passed 4-0.

CORRESPONDENCE: Bill Wingren asked why the path (sidewalk extensions to the gardens) hasn't been done yet because the money was approved in 2007. Mike said that the ground has to settle for two years and we also need approval from the city for storm water. Mike has submitted drawings for a path that would be 7,000 sq ft and he removed 9,000 sq ft of impervious service and he is waiting to hear back from the City. Bill Roh asked Mike to call the City and follow up on it.

PUBLIC INPUT ON AGENDA ITEMS: None

CHAIRMAN REPORT: Bill Roh said that there is an ordinance that places the buildings at the fairgrounds out of Facilities jurisdiction. Mike said that it is Chapter 19 section 19.02 or 19.03. Bill Roh said that there is talk about putting the fairgrounds back under the Facilities Dept jurisdiction. Bill Wingren asked if the new management company has taken over and if they are up and running at Tri County Ice Arena. Bill Roh said yes they did take over as of July 1st.

DIRECTOR REPORT ON 2015 BUDGET: Mike provided the Committee with a copy of the budget. Facilities received about a 1% increase from last year. Chuck asked about page 1 temporary employees had a 210% increase. Mike said that formerly we only had two summer workers and this year we increased to 4 people. Bill Roh said that he liked seeing that Facilities will be replacing the box beds for two trucks rather than buying new trucks. Mike thinks that we can get at least another 5 years out of the trucks. The cost to replace the two beds is approximately \$10,000 each. Mike mentioned that OSHA and NFPA has a fire code for arc flash. Arc flash can occur when you open the electrical panels. We need to have an analysis done to rate the panels according to the proximity chart. The study could cost \$250,000 which is not in our budget. Bill Roh asked if the financial report is for July 1st or the 31st? Mike said it should be July 31st as Munis runs on real time. Chuck said that he would like to see the County look for energy conservations when doing projects/buildings/vehicles. Guy Hegg asked if there is anything in the budget for emerald ash borer. Mike said he is working on a management plan that identifies all species of trees and how to care for them including emerald ash borer. Guy would like a copy of the budget and highlight that section. Bill Roh said that Door County will be destroying 1/3 of emerald ash borer trees this year, another 1/3 in two years and the last 1/3 in 4 years. Guy suggested that the tree study should be put on next months agenda to see where they are at and maybe be able to plan something before it becomes a \$1 million dollar project in 5 years. Chuck agrees to have this put on the agenda for next month and also thinks that a plan for disposal of the trees needs to be addressed, forward that plan to Solid Waste for review. Chuck said that they can be chipped. Tim said that he believes that the chips need to be a certain size. Mike said 1".

DIRECTOR REPORT ON DEPARTMENT OPERATIONS: Mike informed the group that we are at 53% of the budget. Right on track. Mike discussed Facilities projects.

SUGGESTIONS FOR ITEMS FOR THE NEXT MEETING AGENDA: Discussion and possible action and refer to Solid Waste as a recommendation for the tree plan and disposal of emerald ash bore.

SET DATE AND TIME FOR NEXT MEETING: The next Facilities and Property Management committee meeting will be held on Wednesday, September 10, 2014 at 9:30 am at the Facilities and Property Management, 1221 Knapp St, Oshkosh, WI 54902

ADJOURN: Motion to adjourn by Chuck Farrey, 2nd by Tim Hamblin, motion passed 4-0 at 11:00 am.

Respectfully submitted,

Penny Schry, Administrative Coordinator 8/14/14