

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

DATE: Wednesday, November 14, 2012

TIME 9:30 AM

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

PRESENT: Tim Hamblin, Lawrence Kriescher, Bill Wingren, Chuck Farrey and David Albrecht

ALSO PRESENT: Mike Elder-Facilities & Property Management Director, Tom Widener County Board Supervisor District 9, Mark Harris – County Executive, and Christian Gossett – Winnebago County District Attorney

ABSENT: Joanne Sievert -excused

Meeting was called to order by District 10, Committee Chairperson, Tim Hamblin at 9:30 AM.

APPROVE MINUTES FROM PREVIOUS MEETING: Minutes for the October 10, 2012, Facilities Committee Meeting approved as is. Motion made by Bill Wingren and 2nd Chuck Farrey. Motion passed 5-0.

CORRESPONDENCE: None

PUBLIC INPUT ON AGENDA ITEMS: Tom talked to Human Services about the storing of unused furniture and the census was that they didn't want to get rid of it.

FUND TRANSFER REQUEST DISTRICT ATTORNEY'S OFFICE-Office Reconfiguration - \$15,000 from Contingency Fund to Facilities Operating Budget: This would be to build 4 offices on the 3rd floor of the Orrin King Building. There is an immediate need for the use of two of those offices and then two would be for future staff. The \$15,000 would be for constructing walls, doors, repair carpet, electrical and data. Motion to approve made by Bill Wingren and 2nd by Chuck Farrey. Motion passed 5-0.

BUDGET TRANSFER REQUEST COURTHOUSE PARKING LOT SECURITY CAMERAS- \$6,000 From Contingency Funds to Facilities Operating Budget. Motion to withdraw agenda item made by Mike. Mark directs Mike to go ahead with installing the security camera, costs to be funded through the Facilities operational budget. Mike noted that the operational budget should be able to accommodate the costs, but if additional funds are needed in the future, that this will be a project that was unplanned and would be cited as one of the reasons a budget augmentation was needed..

UPDATE OF PARK VIEW ADDITION: Project is on schedule to be finished by middle of December. Finishing up the painting and interior. Still under budget.

UPDATE LEC ABSORPTION CHILLER PROJECT: Project is done. Shut down for winter. Will start up next April. Final project cost on our side was \$700,000.00.

UPDATE OF HEARING LOOP INSTALLATION: The hearing loop is set up for this meeting. Tom said that it works great. There is a little static noise when two people are talking at once, which may be corrected by making some adjustments. The wires are mounted under the table in this conference room. Mike will order systems for the other buildings.

MIKE ELDER REPORT ON DEPARTMENT OPERATIONS: Mike gave an abbreviated summary of the department operations. Mike should receive reports on the two garages and the milk barn in the next couple of weeks. A question was raised as to why the Huber Center wasn't being used. Mike informed the group that 50% of it is being used for storage needs. Dave Albrecht would like a consultant hired to determine how to make the Courthouse efficient. Mike will find out what the cost will be to hire a consultant.

Chairman Report: None.

SET DATE AND TIME FOR NEXT MEETING: The next Facilities and Property Management committee meeting will be held on Wednesday, December 12, 2012 at 9:30 AM at the Maintenance facility, 1221 Knapp Street, Oshkosh WI, 54902.

ADJOURN: Motion to adjourn by David Albrecht, 2nd by Larry Kriescher at 11:22 am Motion passed 5-0.

Respectfully submitted,
Penny Schry
Administrative Coordinator 11/15/12