

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

DATE: Wednesday, September 14, 2011

TIME: 9:30 AM

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

PRESENT: Tim Hamblin, Joanne Sievert, Lawrence Kriescher, Bill Wingren

ALSO PRESENT: Mike Elder-Facilities & Property Management Director, David Albrecht – County Board Chair, Margie Rankin – PVHC Administrator, Larry Last – Citizen.

ABSENT: Chuck Farrey

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

APPROVE MINUTES FROM PREVIOUS MEETING: Motion to approve August 10, 2011 meeting minutes as written, by Joanne Sievert, Seconded by Bill Wingren. Motion passed 4-0.

CORRESPONDENCE: None

PUBLIC INPUT ON AGENDA ITEMS: Joanne received a couple of complaints, first complaint is about the weeds out at Parkview off of Cty Y as you enter PVHC needing to be cut. Mike will talk to Rob Way (Parks) to take care of. The second complaint is in regards to the air quality at the new CAB building. Mike informed the group that he has had an engineer out to look at it and it came back good with a little high humidity. Joanne also questioned the poster in the front lobby area of CAB, she doesn't want it to look like we are promoting one company over another company. Mike said that the poster was kept to show history of the building.

DISCUSSION OF PLEASANT ACRES AND PAVILION DEMOLITION: Low bidder came in significantly lower but we are having problems getting a performance bond from him (Hertz Recycling). Mike has given him until this Friday September 16th to get the performance bond and sign contract. If that doesn't happen then this bidder will be disqualified and we will go to the next lowest bidder. In order to disqualify a bidder you need to go through the process so they can't come back and challenge the decision. The second lowest bidder is Veit and has said that they are ready to go and can get us a performance bond and sign contract within 48 hours. The work will have begun before the next meeting.

UPDATE ON PARK VIEW ADDITION: The architect is in the finishing stages of design. There will be a few design changes to the building. Specs should be available in 2 weeks and out to bid shortly after. The addition will be on the north end of the building and is a total of 4,060 sq ft (basement and 1st floor). Mike went over the floor plan with the group. Mike has been requested to attend the next Parkview Meeting.

DISCUSSION ON 2012 BUDGET: Mike said that he has been approved to hire a seasonal person to help with cutting grass (\$10,000). Numbers came through pretty good, the County Exec did cut some money out of our utilities. We don't have any reserves for 2011, all money will return to general fund (approx \$100-150,000). Big projects for 2012 include the Parkview Addition, Tuckpointing the Facilities roof, and the Airport Terminal roof needs to be done. 2013 budget is going to be tough as we won't have the utility savings or the employee benefit savings.

MIKE ELDER REPORT ON DEPARTMENT OPERATIONS: Highway will start the Dawes St project on Monday and will finish up around middle of October. Mike has been approved for money for the Assisted Listening Devices for the Coughlin Building. Water has been set up for the Pheasant Pen. The card access system at Parkview will no longer be supported as the company went out of business so we need to switch it over. The boilers at the Work Release Center have been installed.

CHAIRMAN REPORT: None

SET DATE AND TIME FOR NEXT MEETING: The next Facilities and Property Management committee meeting will be held on Wednesday, October 12th at 9:30 AM at the Maintenance Facility, 1221 Knapp Street.

ADJOURN: Joanne made a motion to adjourn at 11:05 am and seconded by David Albrecht, Motion passed 5-0.

Respectfully submitted,
Penny Schry
Administrative Coordinator, 9/16/11