

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

**DATE:** Wednesday, October 12, 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, Chuck Farrey

**ALSO PRESENT:** Mike Elder-Facilities & Property Management Director, Margie Rankin – PVHC Administrator, and Patty Francour-IS Director.

**ABSENT:**

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

**APPROVE MINUTES FROM PREVIOUS MEETING:** Change September 14, 2011 meeting minutes to reflect that Chuck Farrey was excused from the meeting. Motion passed 5-0.

**CORRESPONDENCE:** A discussion on concealed carry needs to be arranged with the County Board as to what buildings will/won't allow weapons.

**PUBLIC INPUT ON AGENDA ITEMS:** none

**DISCUSSION OF PLEASANT ACRES AND PAVILION DEMOLITION:** Hertz Recycling was not able to produce a performance bond in the time frame give. Mike has contacted the 2<sup>nd</sup> bidder (Veit) came in \$310,000 higher then Hertz Recycling. The contracts have been mailed out to Hertz Recycling, expect to receive them back by Friday. Mike will hand deliver them to Purchasing and walk it through to get signatures. Work will begin on Monday. Project will take approximately 4 months . The backfill will settle over winter and grass will be planted in spring. Mike talked to Rob (Parks) regarding the weeds that are out of control, Rob was working on it. Keller Gardens will be restored. Margie asked about parking as Park View has some events coming up. Mike said that they can park behind the PA and signage will be put up.

**UPDATE ON PARK VIEW ADDITION:** The architect is in the finishing touches of design, should be completed today. Project will be going out for bid tomorrow or Friday. Project should start in 6 weeks. Project will take about a year to complete.

**UPDATE LEC ABSORPTION CHILLER PROJECT:** Additional money was approved. Contracts will be back this week. Need to get a waiver signed off by Department of Energy.

**DISCUSSION OF COURTHOUSE SECURITY:** A sub committee was put together to look at what they can do. They are putting a plan together. Still looking at moving all non court related departments out of the Courthouse in order to cut down on the number of people at the Courthouse.

**MIKE ELDER REPORT ON DEPARTMENT OPERATIONS:** Mike informed the group that we are at about 67% of our budget. Mike had to decrease his budget for 2012 and those cuts were made in employee benefits and utilities. This will not affect our capabilities. There is money in our budget for a hearing loop at the Courthouse. Also we are looking at making the bathrooms ADA compliant on the 1<sup>st</sup> floor of the Courthouse. The Dept of Corrections is working on signage at the Courthouse. The UPS for the Courthouse is complete. Currently looking into whether Cty Rd A should be a quiet zone or if the road should stay open. Chuck says it should stay open to have two entrances. Dawe's St, Highways is about 65% done with project. Software project is going good. The windows and lights at Facilities we are going to hold off on, possibly pull money from operating expenses. Parks, St lighting is being replaced. Public Health received a grant to have the carpet replaced and PO has been issued for that. Park View card access is included in the budget. Expo hvac roof top units are done and running. Boiler replacement at WRC is complete.

**CHAIRMAN REPORT:** Jeff Hall sent an email to Tim about wanting the committee to meet with him regarding issues with the IS Dept. Tim to get more details on the issues.

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

**ADJOURN**: Tim made a motion to adjourn at 11:10 am and seconded by Bill Wingren, Motion passed 5-0.

Respectfully submitted,  
Penny Schry  
Administrative Coordinator, 10/14/11