

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

**DATE:** Wednesday, May 6, 2015

**TIME** 9:30 AM

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

**PRESENT:** Bill Wingren, Tom Egan, Chuck Farrey, Guy Hegg .

Guy Hegg arrived at 9:35, just after the approval of April meeting minutes.

**ALSO PRESENT:** John Vandehey – Buildings and Grounds Manager of Facilities, Patty Francour – Director of Information Systems, Tom Widener – County Board Supervisor, Harold Singstock – County Board Supervisor, Todd Christopherson – Sheriff's Dept, Joe Kroncke – Sheriff's Dept and Rob Keller – County Board Supervisor.

Meeting was called to order by Committee Vice Chairman, Tom Egan at 9:30 AM.

**APPROVE MINUTES FROM PREVIOUS MEETING:** Motion to approve April minutes by Bill Wingren, and 2<sup>nd</sup> by Chuck Farrey, motion passed 3-0.

**CORRESPONDENCE:** It was asked when the Facilities Parking Lot will be started? John said that an Engineer is working on the plans now and then it will go out for bids for construction. Bill Wingren was at the Park View Committee Meeting and the new sidewalks are nice. Tom Egan said that the UWEX Storage Building is moving along.

**PUBLIC INPUT ON AGENDA ITEMS:** None

**CHAIRMAN REPORT:** None

**DISCUSSION AND POSSIBLE ACTION ON COURTHOUSE COMPLEX TUNNELS:** Bill Wingren and Bill Roh both had an opportunity to tour the tunnels and Sheriff Matz gave Bill Wingren a sheet with two different options. Guy Hegg toured the tunnels yesterday. Guy said that the first thing that needs to happen before anything can be done with the tunnels is to move Branch 6 and the Court Commissioner over from the Safety Building to the Courthouse. While Guy was on the tour the CH/Admin tunnel door was left ajar. John said that Orrin King is always sucking air from the CH, which can cause the door to not close properly. Guy mentioned that there are fiber optic lines that run through the tunnel (tunnel under Jackson St) as well. Patty said that there are 144 fiber optic strands that run through the tunnel. The cost to move it would be between \$15,000-18,000. Bill Wingren asked if we could keep the tunnel there and just seal it off. The tunnel is deteriorating and is in need of repairs. Tom Egan asked what the status is for moving the Property Lister over to the County Administration Building. John said that we are waiting for carpet. If anyone else would like a tour please call Todd Christopherson and he will set it up. Tom Egan would like the group to tour it together. Guy also mentioned that the City is in favor of closing off the tunnel as they have a storage area in the basement of the PSB where the tunnel comes in. Guy would like to keep this item on the agenda for next month. Chuck asked if this was going to be the \$12 million dollar project to make these moves? John said that the department moves to CAB and to CH are out having the study done on them now.

**DISCUSSION OF RELOCATION OF COUNTY DEPARTMENTS:** John said the study will be done on May 19<sup>th</sup>. That includes the moves to CAB and bringing PSB departments over to CH. Tom Egan said that the Treasurer should be on the 1<sup>st</sup> floor of CAB. Chuck asked if the parking issue at CAB has been addressed. John said that Mike has talked to the City and we can rent parking stalls. Patty asked if Veterans is moving in the future. John said they are looking at moving them over to CAB. Harold suggested that this stays on the agenda as a standard item.

**DISCUSSION AND POSSIBLE ACTION ON OTHER COUNTY BUILDING SECURITY NEEDS:** Chuck said that we have a duty to provide security in heightened areas, but not to take it too far. Tom Widener said that we have two human services buildings and when the parents rights are terminated, there is a potential crime of passion that could occur. Bill Wingren said that the two buildings have security glass when you walk in, that it's sectioned off and you need to go to the reception desk. Tom Widener said that every time he has gone there he walks in and can get down to the basement. Harold make a suggestion of having a room at the Courthouse for those types of events to provide more security. Tom Egan asked the Sheriff's Dept if they can do some security checks and see what the security needs are. Todd Christopherson will get something scheduled to do that.

**DISCUSSION AND POSSIBLE ACTION ON KNAPP STREET SALT SHED FUTURE USE:** Chuck thinks the best course of action would be to tear down the salt sheds and put up more storage as there is always a storage issue. Bill Wingren asked if there was a chance for contamination with the salt on the ground. John said yes there is always a possibility. Tom Egan also believes that they should be torn down. The little bit of revenue we would get from the school district isn't worth keeping them. The next meeting they would like to see numbers on what it would cost to take them down.

**DIRECTOR REPORT ON DEPARTMENT OPERATIONS:** Discussed department operations. Guy Hegg wanted to remind everyone that the public meeting for input on the new Airport is May 20<sup>th</sup> from 5pm-7pm. Chuck Farrey is not in support of \$19,000 for the treatment of Emerald Ash Borer. Need to be more aggressive with planting trees and removing the emerald ash. Guy Hegg asked which building is looking to get wifi. John said it's for this building (Maintenance). Patty said that she has talked with the City and we can get two fiber optic strands for \$17,000, which is a great deal.

**SUGGESTIONS FOR ITEMS FOR THE NEXT MEETING AGENDA:** Courthouse tunnels discussion, updates on moving departments (status report monthly), security in other buildings, whether the salt sheds should be rented or torn down, and update on tree survey and what the \$50,000 in this year's budget will cover.

**SET MEETING DATE AND TIME:** The next Facilities and Property Management committee meeting will be held on Wednesday, June 10th, 2015 at 9:30 am at the Facilities and Property Management, 1221 Knapp St, Oshkosh, WI 54902. Bill Roh will be absent and Tom Egan will be filling in as Chairman.

**ADJOURN:** Motion to adjourn by Chuck Farrey, 2nd by Guy Hegg, motion passed 4-0 at 10:38 am.

Respectfully submitted,  
Penny Schry, Administrative Coordinator 5/11/15