

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

DATE: November 30, 2022

TIME: 9:00AM

PLACE: 1221 Knapp Street, Oshkosh and virtually via Zoom

PRESENT: Andy Buck via Zoom, Tom Egan, E. Michael Robinson, Thomas Swan, Jim Wise

ALSO PRESENT: Mike Elder – Facilities Director, Mike Norton – District 20 Supervisor

ABSENT:

1. Approval of Minutes of the October 26, 2022 Facilities and Property Management Committee

A motion to approve the minutes was made by Mike Robinson, seconded by Jim Wise; motion passed 5-0.

2. Correspondence – Shared by Committee Members

Tom Egan mentioned he had been to Morgan House and learned they had two old courthouse lights they were looking to donate back to the county.

3. Public Input on Agenda Items

None.

4. Discussion of Building Assessment Study

Mike Elder updated the committee. There were eleven proposals returned. Some proposals included the addendum to add UW Fox Cities sites; which Outagamie County has indicated interest in paying for their portion for in the coming year. Mike Elder is examining the proposals and will meet with the County Executive next.

5. Discussion of Oshkosh Human Services Elevator Repairs

The public elevator has a processor problem, parts have been sent in for repair three times but the issue continues. It is an Otis elevator but as we have no maintenance contract with Otis they aren't willing to work on it. Mike Elder explained the plan to purchase new, nonproprietary controls for both elevators due to their age. Anticipated issues include the supply chain and a shortage of elevator technicians.

6. Update of 980 Housing Project

The housing project goes before the City Planning Commission early December, then before the City Council. Once it receives their approval it is ready to go out for bid.

7. Director Report on Department Operations

Mike Elder updated the committee. The courthouse Branch 5 benches are out for bid. The USDA lease has been sent off for approval. The glass replacement at the jail has been completed. The DA remodel is complete. The Park View storage and training building is complete. The sheriff's boathouse project has been delayed due to soil testing. The UW Fox Cities childcare addition is nearing completion. The department is still short five Facilities Assistant positions and a superintendent. The department's plumber and one of the HVAC technicians will be retiring come the new year and those jobs have been posted.

Mike Robinson was excused from the meeting at 10:25AM.

8. Suggestions for Items for the Next Meeting Agenda

The committee would like to revisit items 4, 5, 6, the acquisition of the shelter care on Harrison Street, and the results of the sheriff's boathouse soil tests.

9. Set next meeting date and time

The next committee meeting will be December 21st, at 9:00AM.

10. Adjourn

The motion to adjourn was made by Tom Egan, seconded by Tom Swan; motion passed 4-0.

Respectfully submitted,
Alyssa Lockhart, Accounting Associate – Facilities
12/6/2022