

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

DATE: December 21, 2022

TIME: 9:00AM

PLACE: 1221 Knapp Street, Oshkosh and virtually via Zoom

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

ALSO PRESENT: Mike Elder – Facilities Director, Jon Doemel – County Executive, Paul Eisen – District 4 Supervisor, Mike Norton – District 20 Supervisor, Mike Timmers – Kraus Anderson, Sam Bluemer - McKinstry

ABSENT:

1. Approval of Minutes of the November 30, 2022 Facilities and Property Management Committee

A motion to approve the minutes was made by Tom Egan, seconded by Jim Wise; motion passed 4-0.

2. Correspondence – Shared by Committee Members

Tom Egan communicated that Supervisor Mike Norton had sent him a request. In November the County installed some green floodlights on certain buildings for Operation Green Light in support of our veterans. Supervisor Norton requested that in May the buildings be lit up blue for Autism Awareness. Mike Elder said this could be done with approval from the County Board. Mike Robinson arrived during this discussion.

3. Public Input on Agenda Items

Paul Eisen gave a presentation to the committee concerning item 5, encouraging the committee to support the resolution.

4. Discussion of Responsible Bidders/ Contractors and County Role

The committee discussed policy and past issues with statues requiring the County to go with the lowest bidder on a project. County Executive Jon Doemel spoke of the review being done of the County codes. Mike Elder explained his peers in other Counties often having these same issues. Work towards refining a process for disqualifying or reporting on irresponsible contractors who meet the lowest bid is underway. Tom Egan recommended the process be county-wide and not just for the Facilities department. Jon Doemel had to leave the meeting during this discussion.

5. Discussion and approval of Naming the Winnebago County Administration Building to the David Albrecht Administration Building.

Tom Egan mentioned the reviewing of the County's code of ethics, and if there should be criteria for the naming of properties. The motion to approve came from Jim Wise, seconded by Tom Egan; motion passed 5-0.

6. Discussion of Building Assessment Study

Mike Elder updated the committee on the bids that had come back; the next step was in the hands of the County Executive. The committee expressed they would like to be involved. Mike Elder answered questions regarding the difference between a request for bid and a request for proposal.

7. Discussion of Oshkosh Human Services Elevator Repairs

Mike Elder updated the committee. He estimates \$150-200,000 funding request to go before the County Board, not including replacing the second, older elevator that is still operating currently. Bids go out in January.

8. Discussion of 980 Housing Project

The City of Oshkosh did not grant the conditional use permit, instead choosing to defer the decision until January.

9. Discussion on Shelter Care Project

Mike Elder updated the committee that closing on the property should occur the first or second week of January, with the County assuming control and operations of the building. He has been in contact with an architect concerning repairs; there are no critical repairs at this time.

10. Discussion on Boathouse Project

The soil sample testing for the project came back as not hazardous, requiring no special considerations for disposal. The contractor will get back with the cost of disposal and the project will proceed from there.

11. Director Report on Department Operations

Mike Elder updated the committee. We have received the certificate for occupation for the UW-Fox Cities Childcare Center. The USDA has not responded yet to information sent last month concerning the proposed remodeling. The department continues to have vacancies.

12. Suggestions for Items for the Next Meeting Agenda

The committee would like to revisit items 4, 6, 7, 8, 9, and 10. The committee requested Mary Anne Mueller of Corporation Counsel be available to answer questions on item 4.

13. Set next meeting date and time

The next committee meeting will take place January 18th at 9:00AM.

14. Adjourn

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

Respectfully submitted,
Alyssa Lockhart, Accounting Associate – Facilities
12/29/2022