

DATE: January 8, 2020

TIME: 9:00 AM

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

PRESENT: Rob Keller, Andy Buck, Tom Egan, Jim Wise, Bill Wingren

ALSO PRESENT: Mike Elder – Facilities Director, Steve Binder – District 13, Marleah Keuler – Park View Administrator

ABSENT: None

1. Approval of Minutes of the December 11, 2019 Facilities and Property Management Committee

Bill Wingren pointed to grammatical errors in items 5 & 6, changing “motioned” to “moved.” Motion to approve the minutes with amended corrections was made by Jim Wise, seconded by Tom Egan; motion to approve minutes as amended passed 5-0.

2. Correspondence – Shared by Committee Members

Andy Buck shared with the committee some of the positive comments he’s received from the community over the new General Aviation Facility.

3. Public Input on Agenda Items

Steve Binder asked if during the construction and razing of the airport we could crush and recycle the concrete. Mike Elder said we will move to do so with regard to potential runoff and storage concerns.

4. Discussion and Action on the Sanitarium, Poor House/Farm and the Asylum Historical Marker

Mike Elder provided an aerial map of the possibly locations. The committee discussed and decided upon the location of the old Pleasant Acres.

Motion to approve the location for the historical marker was made by Andy Buck, motion seconded by Tom Egan; motion passed 5-0.

5. Discussion and Action on a Capital Improvement Project to Build a Training and Storage Building on the Park View Healthcare Center Campus

Last year the committee was presented with a plan to build a facility to address Park View’s growing need for storage and space to train employees. Mike Elder came in with an estimate of \$50,000 for design of a separate building which would store additional equipment and house vehicles currently kept outside. It would also provide training space for current staff and a Park View specific CNA training program. Marleah Keuler presented further details on the training needs and expectations for the program. The committee expressed their desire to make certain the facility was large enough to serve Park View’s needs. The proposal will be brought before the County Board this January.

Motion made to support the endeavor was made by Tom Egan, seconded by Bill Wingren; motion passed 5-0.

6. Discussion of Facility Needs for the Jail Diversion Program

Mike Elder informed the committee that an architect has been contracted for \$80,000 and the contract awaits signing by Mark Harris. The architect will address concerns over ventilation and changing the layout. Bill Topel expressed interest in getting the program running as soon as possible. They could potentially occupy the three-office suite in the basement at Orin King but it is currently occupied by another department’s records.

7. Director Report on Department Operations

Mike Elder updated the committee on various operations.

Previously Solid Waste had approached the committee about purchasing the property formerly occupied by the work release center. Mike Elder confirmed with the Register of Deeds Natalie Strohmeyer that the property Solid Waste wishes to purchase is already owned by the county. The committee discussed the question of a county entity buying county property. The committee requested Mike Elder check further into the matter with corporate counsel. The committee suggested that any selling of land should be done and made by the county executive.

The committee expressed their support for Mike Elder's unwritten policy towards ensuring county buildings are energy efficient and equipped with emergency generators.

The 2019 budget still has some outstanding bills. The Facilities accounting associate position is projected to be filled by the end of January.

8. Suggestions for Items for the Next Meeting Agenda

The committee wishes to revisit items 4 (discussion and action on the historical marker), 5 (discussion and action on a capital improvement project for Park View's training and storage center), 6 (discussion of facility needs for the jail diversion program), and 7 (director report on department operations).

9. Set next meeting date and time.

The next Facilities and Property Management Department committee meeting is February 12, 2020.

10. Adjourn

Andy Buck was excused early.

Tom Egan moved to adjourn, motion seconded by Jim Wise; motion passed 4-0.

Respectfully submitted,
Alyssa Lockhart, Administrative Associate