

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

**DATE:** February 9, 2022

**TIME:** 9:00AM

**PLACE:** 1221 Knapp Street, Oshkosh and virtually via Zoom.

**PRESENT:** Rob Keller, Andy Buck, Tom Egan, Tom Ellis, Bill Wingren

**ALSO PRESENT:** Mike Elder – Facilities Director, Martin Rudd – UW Oshkosh, JoAnn Rife – UW Oshkosh, Tricia Frank – UW Oshkosh, Eric Sparr – District Attorney, Kelly Kutz – District Attorney

**ABSENT:**

**1. Approval of Minutes of the January 12, 2022 Facilities and Property Management Committee**

Motion to approve the January minutes was made by Tom Egan, seconded by Tom Ellis; motion passed 5-0.

**2. Correspondence – Shared by Committee Members**

Tom Egan shared some resident's concerns about the housing of a 980 offender in the area.

**3. Public Input on Agenda Items**

None

**4. Discussion and Approval of a Budget Transfer (\$30,000) from the Courthouse Elevator Modernization Project to the District Attorney Remodeling Project due to Bids Being Received in Excess of the Authorized Budget Amount**

Mike Elder explained the transfer process to the committee. Motion to approve the transfer was made by Tom Ellis, motion seconded by Andy Buck; motion passed 5-0.

**5. Discussion and Approval of a Budget Transfer (\$135,440, \$67,720 Winnebago County and \$67,720 Outagamie County) for the UWO-FC Child Care Center Addition Project due to Bids Being Received in Excess of the Authorized Budget**

Mike Elder advised the revision of the amounts for accuracy via acting Finance Director Mike Collard. The total cost was revised to \$136,824 with Outagamie and Winnebago Counties paying \$68,412 individually. Motion to approve this revision was made by Andy Buck, seconded by Tom Egan; motion passed 5-0. Outagamie County has already approved their half of the cost. Mike Elder turned questions over to JoAnn Rife who provided information about the returning bids and next lowest costs. Motion to approve the transfer of \$68,412 was made by Andy Buck, seconded by Tom Egan; motion passed 5-0.

**6. Discussion and Approval of a Budget Transfer (\$232,400, \$116,200 Winnebago County and \$116,200 Outagamie County) for the System Analysis of the Science Wing Fume Hoods and the Design of the Necessary System Improvements**

JoAnn Rife and Martin Rudd explained the status of the fume hood system. It has been operating for over twenty years and has not operated at capacity for over ten years; only one student can use the system at a time. Outagamie County has already provided their contributions. Motion to approve the transfer made by Tom Egan, seconded by Andy Buck; motion passed 5-0.

**7. Director Report on Department Operations**

Mike Elder updated the committee on department operations. Warmer weather will mean projects like the courthouse tuckpointing can resume and the Park View training building can begin. The committee asked about the 980 offender housing project but the State has yet to give their approval.

**8. Suggestions for Items for the Next Meeting Agenda**

The committee was interested in hearing any updates or information on UW-Fox Cities projects.

**9. Set next meeting date and time**

The next committee meeting will be March 9, 2022 at 9:00AM.

**10. Adjourn**

Motion to adjourn made by Andy Buck, motion seconded by Tom Egan; motion passed 5-0.

Respectfully submitted,  
Alyssa Lockhart, Administrative Associate – Facilities  
2/11/2022