

DATE: February 12, 2020

TIME: 9:00 AM

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

PRESENT: Tom Egan, Jim Wise, Bill Wingren

ALSO PRESENT: Mike Elder – Facilities Director, Kelly Kutz – District Attorney, Marleah Keuler – Park View Administrator, Christian Gossett – District Attorney, Mark Harris – County Executive, Steve Cummings – Winnebago County Historical Society

ABSENT: Rob Keller, Andy Buck – both excused

Committee member Tom Egan sitting in for Chairmen Rob Keller called the meeting to order at 9:00AM.

1. Approval of Minutes of the January 8, 2020 Facilities and Property Management Committee

Motion to approve the minutes was made by Bill Wingren, seconded by Jim Wise; motion passed 3-0.

2. Correspondence – Shared by Committee Members

None.

3. Public Input on Agenda Items

None.

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

The committee presented Steve Cummings with the proposed location for the marker. Steve Cummings asked about who would own the marker and be responsible for its maintenance. The committee discussed and decided it would be best if the marker was donated to the county, and the county would draft a resolution to receive the donation. Any future repairs needed could involve a collaboration between the county and the Historical Society. Steve Cummings described the design of the marker a bit more and said the first draft of educational text would be prepared for the next committee meeting.

5. Discussion and Approval of a Capital Improvement Project Budget Transfer (\$50,000) to Design a Training and Storage Building on the Park View Healthcare Center Campus

Mike Elder has allotted \$50,000 for preliminary designs for the construction of a Park View training and storage facility. Motion to approve the transfer made by Bill Wingren, seconded by Jim Wise; motion passed 3-0.

6. Discussion and Action on a Capital Improvement Project (\$189,911) to Remodel the 2nd and 3rd Floor of the Orrin King Building for the Needs of the District Attorney's Office

The District Attorney has been granted funding for two additional prosecutors this year, and has been working on going paperless since 2018, creating new spatial needs. Mike Elder and Christian Gossett updated the committee on the second and third floor remodel. Motion to pass made by Jim Wise, seconded by Bill Wingren; motion passed 3-0.

7. Discussion of Facility Needs for the Jail Diversion Program

Mike Elder informed the committee that the architect is working on design modifications for the Orrin King basement to meet the program's needs. A three-office suite has been cleared out and is ready for Human Services to be occupied. No action was requested of the committee at this time.

8. Director Report on Department Operations

Mike Elder updated the committee on various operations.

The General Aviation Building is going well. Mike Elder reconfir with the committee the desire to ensure any newly built county building be self-sufficient in case of an emergency as outlined in the results of the 2018 crisis...thing with the National Guard.

The CBRF construction is a little behind schedule but is intended to be ready for occupation by the 28th. A state inspection is scheduled for next week Wednesday.

The newly reclassified department position of Accounting Associate has been filled by Penny Schry.

9. Suggestions for Items for the Next Meeting Agenda

The committee will revisit items 4 and 7: discussion of the historical marker and an update on the jail diversion program's progress.

10. Set next meeting date and time

The next meeting Facilities & Property Management Meeting will be March 11, 2020.

11. Adjourn

Motion to adjourn made by Jim Wise, seconded by Bill Wingren; motion passed 3-0.

Respectfully submitted,
Alyssa Lockhart – Administrative Associate
February 12, 2020