

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

DATE: Wednesday, February 14, 2018

TIME: 9:00 AM

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

PRESENT: Bill Wingren, Rob Keller, Tom Egan

ALSO PRESENT: Mike Elder – Director of Facilities, Mike Norton – County Board Supervisor, Larry Lautenschlager – County Board Supervisor, and Karen Powers – County Board Supervisor

EXCUSED: Bill Roh

ABSENT: Guy Hegg

Meeting was called to order by Vice Chairman, Tom Egan at 9:00 AM.

APPROVAL OF 1/10/18 FACILITIES COMMITTEE MINUTES: Motion to approve made by Bill Wingren and 2nd by Rob Keller to approve the minutes. Motion passed 3/0.

CORRESPONDENCE: None

PUBLIC INPUT ON AGENDA ITEMS: None

RECONSIDER THE SALE OF WORK RELEASE CENTER PROPERTY: The topic was moved to be reconsidered to clarify a procedural action taken in January. The Committee thinks an appraisal and certified survey map (CSM) be completed prior to transfer to Solid Waste. Bill Wingren made a motion to reconsider the sale of the Work Release Center parcel. 2nd by Robert Keller. The motion passed 3-0. Bill Wingren made a motion to decline the transfer of the Work Release Center parcel to Solid Waste until an appraisal and a CSM has been completed. 2nd by Robert Keller. Motion passed 3-0.

DISCUSSION OF LOCATIONS OF MOTHER'S ROOMS IN COUNTY FACILITIES: During last month's meeting it was suggested to have this on the agenda to open up further discussion and questions regarding the mother's rooms as the discussion was going out of scope. Karen Powers stated that the County is taking the right steps in making these rooms available to employees and the public.

BUDGET TRANSFER TO CLOSE KNAPP STREET PARKING LOT REPAIRS (\$9629.00): Towards the completion of the project, Highways projected their costs to exceed the quote provided by the former Highway Commissioner. Facilities requested additional funds to be added to the project budget. Final billings came in less than the adjusted project budget. This transfer is to return the unused funds to the Capital Project fund balance to be used to offset bonding on other capital projects. Rob Keller made a motion to approve the fund transfer. 2nd by Bill Wingren. Motion passed 3-0.

UPDATE ON UWFV: Mike Elder went to the meeting this week. Richard Haen is no longer with UW Fox Valley as of February 2, 2018. The 4 year universities are taking over the 2 year universities. UW Fox Valley will be part of UW Oshkosh. An official schedule and plan of action has not been released yet.

DIRECTOR REPORT OF DEPARTMENT OPERATIONS: Mike Elder said that we are looking good so far this year. 2017 Finished off good. There were a few projects that will be rolled over to 2018 that we didn't have time to do in 2017. Tom Egan asked what the status of the Aviation Center project was. Mike is getting things set up for demolition, the building is being assessed for asbestos and lead and he is writing specs for the demolition. Mike said that it sounds like the County is close to hiring a new Airport Director. Tom Egan asked if Facilities Department was fully staffed now. Mike said that we are down 2 custodians at this time. Interviews are set up for one of the positions.

SUGGESTIONS FOR ITEMS FOR THE NEXT MEETING AGENDA: None

SET NEXT MEETING DATE A TIME: March 14, 2018 at 9:00 AM

ADJOURN: Motion to adjourn made by Rob Keller, 2nd by Bill Wingren, motion passed 3/0 at 9:50 am.

Respectfully submitted,
Penny Schry, Administrative Associate-Facilities
2/15/18