

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

DATE: March 10, 2021

TIME: 9:00AM

PLACE: Virtually via Zoom

PRESENT: Rob Keller, Tom Egan, Tom Ellis, Bill Wingren

ALSO PRESENT: Mike Elder – Facilities Director, Mary Anne Mueller – Corporation Counsel, Jeff Mann – Corporation Counsel, Chris Braman – Sheriff's Department, Christian Gossett – District Attorney, Kelly Kutz – District Attorney, Steve Cummings – Winnebago County Historical & Archaeological Society

ABSENT: Andy Buck - Excused

1. Approval of Minutes of the February 10, 2020 Facilities and Property Management Committee

Motion to approve made by Bill Wingren, motion seconded by Tom Ellis; motion passed 4-0.

2. Correspondence – Shared by Committee Members

None.

3. Public Input on Agenda Items

None.

4. Discussion of Historical Marker for the Old County Farm

Steve Cummings was available to answer questions and provided the committee with a draft of the marker's design. The committee provided feedback on language and finding more photo options.

5. Discussion of 980 Released Individuals Housing Options

Mike Elder, Mary Anne Mueller, and Jeff Mann were available to update the committee and answer questions. They've been researching housing options and contacting other counties; Rock County contacted Winnebago County with this same concern. Tom Egan expressed concern over renting from a landlord only to have the lease not be renewed. The committee decided to bring the issue back to the Legislative Committee during their next meeting March 22 at 8:30am. Mike Elder, Mary Anne Mueller, and Jeff Mann will attend the Legislative Committee.

6. Discussion and Approval of a Capital Project Budget Transfer (\$875,000) for the Repairs to the Courthouse Masonry Façade

Mike Elder provided some background on the project and the challenge of finding companies to do historic preservation on courthouses. Tom Egan moved to approve the budget transfer, Tom Ellis seconded; motion passed 4-0.

7. Discussion and Approval of a Capital Project Budget Transfer (\$227,000) for the Replacement of the Orrin King Building Roof

Mike Elder explained there was no record of when the membrane roof was installed but it is at least thirty years old and past the point where maintenance could extend its life. Bill Wingren moved to approve the transfer, Tom Ellis seconded; motion passed 4-0.

8. Discussion and Approval of a Capital Project Budget Transfer (\$190,000) for the Remodeling of the District Attorneys Offices on the 2nd and 3rd Floor of the King Building

Christian Gossett was available to answer the committee's questions. Tom Egan asked if the District Attorney expected to return to fully in-person staffing. Christian Gossett explained they expected all county employees to return to working in-office. Bill Wingren moved to approve the transfer, Tom Egan seconded; motion passed 4-0.

9. Discussion and Approval of a Capital Project Budget Transfer (\$305,500) for the Design and Construction of an Evidence Building.

Tom Egan asked if the building was solely for the sheriff's department storage, which Mike Elder confirmed. Bill Wingren moved to approve the transfer, Tom Ellis seconded; motion passed 4-0.

10. Director Report on Department Operations

The courthouse window replacement project is done, the courthouse elevator upgrade should be completed by end of month. Tom Ellis asked about when the Park View ancillary building project would break ground. Mike Elder explained we are in the design process and talking with the city, with plans to break ground in the summer. The Park View rangehood project is complete. During the past Personnel and Finance meeting Mike Elder had fielded questions on the department coming in under budget for 2020, explaining the pandemic had put a lot of projects and purchases on hold. For the entire year the Facilities department has been operating with four vacancies in our custodial staff. Mike Elder personally reached out to the Department of Workforce Development and was informed we're not the only employer with this problem.

11. Suggestions for Items for the Next Meeting Agenda

The committee would like to revisit the Chapter 980 housing concern, and an update on the historical marker. The committee expressed interest in meeting at the courthouse in the spring to view the upgrades.

12. Set next meeting date and time

The next committee meeting is April 14th, at 9:00am; tentatively at the courthouse, otherwise on Zoom.

13. Adjourn

Tom Egan moved to adjourn, Tom Ellis seconded; motion passed 4-0.

Respectfully submitted,
Alyssa Lockhart, Administrative Associate – Facilities
March 10, 2021