

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

**DATE:** Wednesday, April 12, 2017

**TIME** 9:00 AM

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

**PRESENT:** Bill Roh, Bill Wingren, Guy Hegg (arrive at 9:05am) and Tom Egan

**EXCUSED:** Tom Egan

**ALSO PRESENT:** Mike Elder – Director of Facilities, Harold Singstock, Richard Haen-UW Fox Valley, David Kersztyn-Military Veteran's Museum, George Egner-Military Veteran's Museum, Mary Krueger- Treasurer, Mike Norton-County Board Dist. 20

Meeting was called to order by Chairman, Bill Roh at 9:00 AM.

**APPROVAL OF 3/8/17 FACILITIES COMMITTEE MINUTES:** Motion to approve made by Bill Wingren and 2<sup>nd</sup> by Tom Egan to approve the minutes. Motion passed 3/0.

**CORRESPONDENCE:** N/A

**PUBLIC INPUT ON AGENDA ITEMS:** Larry Last will speak on Aviation Center during that part of meeting.

**CHAIRMAN REPORT:** Supervisor Keller asked to be excused.

**DISCUSSION OF VETERANS MUSEUM STORAGE, STATUS, LEASE and LIABILITY INSURANCE:** David Kersztyn and George Egner came to table. David expressed his gratitude for the use of the building. Stated they are currently utilizing the whole space. They are in the process of reassessing space need to keep items. Provided a hand out/ rough sketch of spaces of building. Space C is currently odd and ends. There is a boat in space C that can be moved. They are currently assessing what is not needed. They are trying to reduce sq. footage to reduce rent and open up space for our use. Bill Roh asked if we need the space. Mike Elder stated we will eventually like to use the whole building. We would like to maximize as much space we can out there. David stated the Military Veteran's Museum is in the middle of launching a capital campaign to expand current structure. Bill Wingren asked when this would happen. George stated it depends in the initial response from donors and contributors. They are hoping for a 3-5 year completion date. David stated the current structure is designed to have 2 additions. The key is the raising of the money. Construction is estimated between 9 months to 1 year. They are kicking off the campaign this year in 2017. Bill Roh questioned if there is any other relatively similar buildings or projects and how long did it take and how did they raise their capital? George stated there are none that he is aware of. Tom Egan asked if the current structure is full. David stated the current structure it is as full as it can be. Tom Egan questioned if part of the structure could be built to serve as storage until the money is raised for the entire project. George stated yes that could happen and the current items in the caged areas could be moved. Tom Egan wanted to retouch on the idea of getting a structure built to be used as storage. David stated it is all up to funding. Bill Roh asked where do we currently stand on the insurance issue? David stated all of the items in the building are insured. Bill Roh clarified that Mike Elder should be hearing from George Egner this week. Guy Hegg asked if we should be going through Corp Counsel to verify we are meeting all requirements. Mike Elder answered that we already have discussed with Corp Counsel and we are doing what we need to do. Bill Roh asked where we stand on rent. Mike Elder answered there will be no rent this year. Next year rent will be one dollar per square foot and go up one dollar each year for the consecutive five years. David Kersztyn stated they are afraid it is an unrealistic amount since the Veterans Museum is a nonprofit and based on their revenue stream. They do not have exact numbers for how much they can reduce the square footage. Would like to come back next month with numbers and come up with a proposal. Larry Last wanted to add some advice would be to speak with the airport. For the middle hangar they are charging thirteen cents per square foot. Bill Roh wanted to state his gratitude for David Kersztyn and George Egner for coming and speaking with the committee in person.

**DISCUSSION AND APPROVAL of BUDGET TRANSFER (\$42,000; \$21,000 WINNEBAGO COUNTY, \$21,000 OUTAGAMIE COUNTY) for the SCHEMATIC STUDY of STUDENT DEVELOPMENT and FOOD SERVICE FACILITY:** Richard Haen is in attendance for this discussion and came to the table. Richard Haen stated the preliminary scope of student dining area on the campus. They are looking to do a feasibility study to understand what needs to be done, what the cost of the construction would be. The study would not occur until Fall of 2017. Outagamie County has not yet approved their portion. Tom Egan stated since it is 1950's construction the concession area is minimal for the amount of students. It is important to

see what needs to be done and what the cost will be for it. Bill Roh asked how many students are currently enrolled. Richard Haen stated for 2008-2009 there were 15,000 it has declined since then to 12,000 but it has evened off. State aid will be asked for. The state will contribute fixtures and furniture. Tom Egan asked how many years we are looking out for this project; how long will this work for the school. Richard stated they are looking out for sure at least 20 years. They will not design something that will not work in a short period of time. Guy Hegg stated he can envision this develop into a larger and larger project. He said they should just find a company that has done this, remodeled a similar area and just do it. There is no need for all of the extra work. This is a two year campus. \$42,000 is an excessive amount for a plan for remodel and \$4.5 million is excessive for a remodel. Mike Elder stated it is important to understand better what UW Fox Valley needs \$42,000 is to help develop a good plan and help expand or reign in the scope of the project. It needs to be done. Bill Wingren asked it is what UW Fox Valley needs, or what they want. Mike Elder stated it is a need. The students need to eat and they need to have room do to so in an appropriate area. We need to see what the scope is to make sure the project will develop. Guy Hegg said he feels this campus costs the taxpayers the most money. We don't even charge for parking. Bill Wingren stated the \$42,000 is to find out how to use this building better and he doesn't not feel it is out of line. Bill Roh stated he agrees with Guy Hegg and he can foresee a slippery slope coming and cannot support this. No vote taken. Tabled until next month.

**DISCUSSION of DEPARTMENT RELOCATION PROJECT:** We reduced the scope of the project and the other items have been pulled to out and this has gone back out for bid. There were questions and confusion from the vendors Mike Elder answered the questions and helped clear up any confusion. Boldt and Miron are going to bid now on this project. We reduced the scope so we can afford the project. The bids are due April 13<sup>th</sup> at 2pm. Bill Roh asked what are we waiting for exactly. Bill Wingren asked how we were off by 2 million dollars. Mike Elder stated all we can see is past project costs. Nobody wants to work with the historical preservation part of the project. Our scope is the size it is because of the department heads not understanding the difference between their needs and their wants. Bill Wingren cannot understand how we have gotten this far in the project and then it can all fall apart. Mary Krueger stated our department is just in the mindset of "Prepare for the move, pack up, scan documents. Prepare for the move."

**DISCUSSION OF CELL TOWER LEASE EXTENSION AT UWV:** Outagamie County has found some terms in the original lease agreement in which they do not agree with or like. Corp Counsels are working together. Tom Egan asked if our Corp Counsel went over the lease and approved it. Mike Elder said it was read as an extension all terms stayed the same. Bill Roh clarifying that this means this may go nowhere and then this committee would need to revote. Mike Elder answered if need be we will continue the current lease. We will then go into renegotiations at about 3 years from lease end.

Small Recess: Reconvened at 10:37 am

**DISCUSSION of POTENTIAL AIRPORT PLANS:** Last we discussed PLAN A was new construction. PLAN B was repair old building. Larry Last public comments on the matter. Larry stated he had an alternative plan. The airport is losing money. It is in the red. We need to reduce the current cost. We need to build revenue. We need to focus on our current hangars to cover the cost of the airport. This committee went down to Fond du Lac to look at their airport. An 8,000 sq. foot building. We supported that. Now the airport is at 16,000 sq. feet. There is no need for it to be that big. We need a new plan. We do not need to chase something we do not need and frankly the people do not want. Larry Last questioned where the maintenance money is going; and why a 42 year old building is falling apart. The proposal is to talk to Clare and talk to Peter and to move into the west wing. There was a new boiler installed in 2012. It needs a new roof, which would cost approximately \$80,000-\$100,000, depending on how bad the current roof condition is. We should tear down the old terminal, everything but the west wing. It will be \$100,000 savings in utilities which will pay for itself in one year. What we have works. We don't need anything else. The needs we have are to focus on what will build our revenue. There are open spaces at Basler not being used. The back room can be petitioned off and there is space to reuse the current space. Bill Roh asked how many sq. ft. is this area. Mike Elder answered between 7,000-10,000 sq. ft. Basler needs 2,000 sq. ft. So there is still 7,000-8,000 sq. ft. Bill Wingren stated he really applauds Larry Last and he feels it's about time we listen to him and citizens like him who are interested in saving tax payers money. We should pick up the ball and run with this. Guy Hegg stated this is what he was hoping for. He stated he would like to see better communication with EAA as well. We need to communicate with them to know how we can help grow Wittman Regional Airport. We should bring Basler in and bring EAA in. We need to get this done. Larry Last stated he agreed and there are many resources that are not being used, it's sad. Mike Elder stated according to Basler staff they use the extra space during EAA Airventure. He estimates this project to cost \$750,000, not including tear down. Bill Roh questioned how the building got to this point, how did it get to this condition. Mike Elder stated we were not in charge of taking care of the building. Bill Roh asked Harold Singstock if anything like this has been brought up or discussed at Airport Committee. Harold stated that no, it had not been brought up. He stated that

Facilities Department should be in charge of all county building except Parks. Bill Roh stated he had plans written up for PLAN C, PLAN D, and PLAN E but he thinks none of them are as good as this one. This proposal is being renamed PLAN C. Bill Wingren asked for an accurate schematic of the building. Guy Hegg stated the building needs to come down. It is a waste of money. Proposal C needs to happen. It needs to be on the agenda next month. Facilities Department needs to take charge. We need to get this done. Tom Egan asked for this part of the Airport to be added to the County Board Tour.

**UPDATE ON UW FOX VALLEY:** Mike Elder stated the library is going out for pre-bid this week. Repairs to boilers this week. Guy Hegg did not have time to go this month.

**DIRECTOR REPORT ON DEPARTMENT OPERATIONS:** The budget is doing ok. We are right in the ballpark of where we should be. Approximately one third of year and we are at 28% through budget. Bill Wingren stated he feels the new county board chairs are a waste of money. Mike Elder stated it cost more to fix the old ones than to get new chairs. The Highway Department is waiting for landscape. We are talking to Radtke they don't want to do much landscape until it a little warmer, we are looking at end of May. Bill Roh stated aviation is "awaiting public comments." Mike Elder state bids should be in April 13<sup>th</sup>. We needed to get the State Historical society to approve plans. Just about done on carpet for the year. No other comments. Mike Norton asked how much the chairs cost. Mike Elder answered the chairs should be here for the main meeting and the chairs cost \$600 per chair.

**SUGGESTIONS FOR ITEMS FOR THE NEXT MEETING AGENDA:** UWFV Cell Tower, UW Fox Valley Capital Project, Veterans Museum tour, Airport Plans and tour and UWFV updates.

**SET MEETING DATE AND TIME:** The next Facilities and Property Management committee meeting will be held on Wednesday, May 12th, 2017 at 10:00 am at the Airport, 525 20<sup>th</sup> Avenue, Oshkosh, WI 54902

**ADJOURN:** Motion to adjourn made by Guy Hegg, 2nd by Bill Wingren, motion passed 3/0 at 11:37am.

Respectfully submitted,  
Katy Binning  
Administrative Associate I – Facilities 4/24/17