

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

DATE: Wednesday, April 13, 2016

TIME 9:30 AM

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

PRESENT: Bill Roh, Bill Wingren, Chuck Farrey and Tom Egan. Guy Hegg arrived at 10:15 during Director's Report on Department Operations #9 on the agenda

ALSO PRESENT: Peg Raugh – Human Resources, Barbara Sheldon – Public Health and Mike Elder – Facilities Director

Meeting was called to order by Committee Chairman, Bill Roh at 9:30 AM.

APPROVAL OF 1/13/16 FACILITIES COMMITTEE MINUTES: Motion to approve made by Bill Wingren and 2nd by Tom Egan motion passed 4-0

CORRESPONDENCE: None

PUBLIC INPUT ON AGENDA ITEMS: None

CHAIRMAN REPORT: Bill Roh said congratulations to the other Committee Members for still being on the board.

DISCUSSION AND APPROVAL OF BUDGET FUND TRANSFER FOR ADA ACCOMMODATIONS AT THE WINNEBAGO COUNTY PUBLIC HEALTH OFFICE IN NEENAH (\$7,000): This was carried over from last month's meeting. Mike stated that we need two automatic opener's on two doors to make it accessible to the employee. Bill Roh said that he thought there were other options and that the area currently meets ADA compliance. Mike said that the other options were not feasible for the employee. One was for the employee to walk approximately 100' + to get to her work station. Mike stated that it meets ADA compliance but the employee still isn't able to open the doors. Peg Raugh stated that the employee is permanently using a walker and the condition has gotten worse over the last 6 months. This is a permanent disability and the longevity of employment could be 10 or more years. Tom stated that he has no problem with approving this but is wondering why it is coming out of the Facilities & Property Management budget, he believes it should come out of the Department the employee works in, budget or Human Resources. Mike said that Facilities will be doing the project, therefore it will come out of the Facilities budget. Motion to approve made by Bill Wingren, 2nd by Chuck Farrey. Passed 4-0.

DISCUSSION AND APPROVAL BUDGET FUND TRANSFER FOR ROOF REPLACEMENT FOR BUILDINGS 2 AND 3 AT KNAPP STREET MAINTENANCE FACILITY (\$50,000): Facilities is currently working on two capital projects for these buildings for tuck pointing and now they both need new roofs. Bill Wingren asked if it would make more sense to tear down the buildings? Mike said no, that the Veterans are using one of the buildings and the other building has the Facilities Carpenter Shop in it and DA's records. Mike also stated that if the Veterans ever leave the space, there are plenty of storage needs throughout the County. The group discussed why the Work Release Center is going to be torn down if there are storage needs. Total bid came in at \$301,000. Motion to approve made by Chuck, 2nd Bill Roh. Passed 3-1.

DISCUSSION AND APPROVAL OF WPS EASEMENT 1221 KNAPP ST: Mike said that WPS will be taking the overhead wires to underground. This is a no cost easement. Motion to approve made by Chuck Farrey, 2nd by Bill Roh. Passed 4-0.

DISCUSSION AND APPROVAL OF CELL TOWER LEASE AMENDMENTS: Mike discussed the Cell Tower lease amendments, AT&T and Verizon are looking for long term leases (35, 50 or 99 years) but the monthly payment decreases. If the County stays with what is currently in place, every 5 years the monthly payment will increase slightly. If AT&T and Verizon determine they no longer need the cell tower then the County will stop receiving payments at the end of that lease agreement, however the tower would be still be on the property. Mike doesn't see any financial gain by signing the long term lease. Motion to approve made by Tom, 2nd by Bill Wingren. Defeated 4-0.

DIRECTOR REPORT ON DEPARTMENT OPERATIONS: Mike discussed the current projects. The Facilities Custodial Supervisor that has been out on medical leave since June 2015 has been terminated (disability retirement) due to medical reasons. The

Electrician that has been out on medical leave since August 2015 is most likely going to be going out on disability retirement as well.

Guy Hegg arrived at 10:15 am.

Guy Hegg stated that he will be giving a tree update for Parks to the County Board and he is willing to do Facilities update as well.

SUGGESTIONS FOR ITEMS FOR THE NEXT MEETING AGENDA: Discussion of future use of WRC and other County Buildings for County storage needs.

SET MEETING DATE AND TIME: The next Facilities and Property Management committee meeting will be held on Wednesday, May 11, 2016 at 9:30 am at the Facilities and Property Management, 1221 Knapp St, Oshkosh, WI 54902

ADJOURN: Motion to adjourn by Chuck Farrey, 2nd by Guy Hegg, motion passed 5-0 at 11:065 am.

Respectfully submitted,

Penny Schry, Administrative Coordinator 4/14/16