

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

DATE: Wednesday, May 9, 2018

TIME: 9:00 AM

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

PRESENT: Rob Keller, Andy Buck, Tom Egan and Bill Wingren

ALSO PRESENT: Mike Elder – Director of Facilities, Harold Singstock – County Board Supervisor, and Bill Roh – taxpayer.

ABSENT: Jim Wise

Meeting was called to order by Chairman, Rob Keller at 9:00 AM.

APPROVAL OF 4/11/18 FACILITIES COMMITTEE MINUTES: Motion to approve made by Bill Wingren and 2nd by Tom Egan to approve the minutes. Rob Keller made a correction to the minutes: under suggestions for items for the next meeting agenda, the discussion on Parks/Facilities responsibilities should have been discussion on all county buildings. Motion to approve with change made by Bill Wingren and 2nd by Tom Egan, motion passed 4/0.

CORRESPONDENCE: None

PUBLIC INPUT ON AGENDA ITEMS: Bill Roh would like specific info on what's been done in the last 30 days with the Airport Terminal project and the Courthouse windows project.

DISCUSSION OF PARKS AND FACILITIES RESPONSIBILITIES OF BUILDINGS AND EQUIPMENT: There is a Parks ordinance, Chapter 19 paragraph 2 states that Parks takes care of the buildings and Facilities will be involved with the hvac, plumbing and electrical. Tom Egan stated that the ordinance is a county rule. Mike Elder stated that in the case of the Soccer Shelter rebuild it's an insurance claim so Facilities was not asked to run the project. There have been times when Parks will have a project that Facilities hasn't been involved in and Parks will ask Facilities to do work after the project is started. Then Mike Elder has to pull one of his staff off a job they are currently working on to do the work. Currently Lifest is building the stage out on the Park's grounds and Facilities was asked to run electrical and plumbing out to the stage. Lifest is in 6 weeks, so this is a priority to get this completed. Mike Elder stated that Facilities does not take care of the buildings at Solid Waste. Facilities has been involved more and more with the buildings at the Airport and Highway's. Mike Elder thinks that all county buildings should be centralized and projects should be prioritized. Rob Keller asked if the ordinance can be changed and if so how do they go about changing it. Tom Egan asked who does the prioritization. Mike Elder said that he and Mark Harris work on it together. Mike Elder stated that Rob Keller would need to talk to Mark Harris about changing the ordinance. Harold Singstock thinks that there is miscommunication about Facilities wanting to take over the buildings, Mike doesn't want to run the departments, Facilities should be involved in the buildings and equipment projects.

UPDATE ON UWFV: Mike Elder stated that UW Oshkosh has hired Kevin Newhouse for Richard Haen's replacement.

DIRECTOR REPORT OF DEPARTMENT OPERATIONS: Mike Elder deferred all questions regarding the Airport Terminal project to the County Executive. Mike Elder received an updated estimate of \$1.6 million for the Courthouse Window replacement system. Bill Roh asked Mike Elder if he was saying that nothing has been done with the Airport Terminal in the last 30 days. Mike Elder stated that nothing has been done. The Committee would like to have Mark Harris at the next meeting. Tom Egan asked why the tunnel was reopened for the DA's office. Mike Elder said that the DA's office talked with the Sheriff and the County Executive. The Sheriff and County Executive allowed the tunnel to be used by the DA's. Bill Wingren said that they were told when they voted on the Courthouse Security Center that the Courthouse would be secure and that no one would be going through the tunnels except for special witnesses with police escort. Mike Elder went over department operations and answered questions the committee had on projects. Mike Elder introduced John Vandehey, Buildings and Grounds Manager, to the Committee.

SUGGESTIONS FOR ITEMS FOR THE NEXT MEETING AGENDA: Discussion on All County Buildings, Facilities responsibilities of buildings and equipment. Airport Department Relocation. Orrin King Tunnel reopened for the DA's. Mike Elder will ask Mark Harris and Sheriff Matz to attend the next meeting.

SET NEXT MEETING DATE A TIME: June 13, 2018 at 9:00 AM

ADJOURN: Motion to adjourn made by Tom Egan, 2nd by Andy Buck, motion passed 4/0 at 10:37 am.

Respectfully submitted,
Penny Schry, Administrative Associate-Facilities
5/9/18