

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

DATE: July 8th, 2020

TIME: 9:00AM

PLACE: Room 120, County Administration Building, 112 Otter Street Oshkosh, WI

PRESENT: Rob Keller, Andy Buck (via conference call), Tom Egan, Jim Wise, Bill Wingren

ALSO PRESENT: Mike Elder – Facilities Director, Tracy Schwartz – UW Fox Valley, Marleah Keuler – Park View Administrator, Steve Binder – District 13, Tom Snider – District 25, JoAnn Rife – UW Fox Valley

ABSENT: None

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

Motion to approve made by Bill Wingren, motion seconded by Jim Wise; motion passed 5-0.

2. Correspondence – Shared by Committee Members

Bill Wingren wanted to thank Mike Elder and Facilities staff for their work on the courthouse arrangements for the July 4th event at the courthouse.

Andy Buck gave a brief report of his attendance of the June 25th pre-construction meeting for the General Aviation Building.

No other correspondence.

3. Public Input on Agenda Items

None.

4. Discussion and Approval of a Project Budget Transfer (\$30,000) for the Replacement of Upgrade of the Fire Alarm System at UWO-Fox to be funded equally between Winnebago and Outagamie Counties

JoAnn Rife updated the committee on the upgrade. Parts to patch the fire alarm system can no longer be acquired. The \$30,000 is split between Winnebago and Outagamie county; Outagamie having already approved their end in their budget.

Motion to pass made by Bill Wingren, motion seconded by Tom Egan; motion passed 5-0.

5. Discussion and Approval of a Project Budget Transfer (\$36,000) for the Replacement of a Roof Top Unit for the Administration/Student affairs Area at UWO-Fox to be funded equally between Winnebago and Outagamie Counties

The rooftop unit is 30 years old and needs parts replaced. The unit is otherwise in good shape making an entire replacement unnecessary, as it is estimated to have a good 15 years left. This price is also split with Outagamie county. Motion to pass made by Bill Wingren, motion seconded by Jim Wise; motion passed 5-0.

6. Discussion and Approval of a Capital Project Budget Transfer (\$569,600) for the Construction of the Child Care Center Addition to be funded equally between Winnebago and Outagamie Counties

JoAnn Rife briefed the committee. The center is designed and they are requesting funding transfer to begin construction this year. The committee expressed some confusion as this item appears to have already been approved in the county board October 2019 meeting (resolution no. 225-102019). Rob Keller asked Mike Elder for clarification, Mike Elder explained that we had asked for the design work to come back for approval. The committee questioned if approval was necessary on their part.

A motion was made by Bill Wingren to table a decision until further clarification. The motion was seconded by Jim Wise; motion passed 5-0.

7. Discussion and Approval of a Capital Project Budget Transfer (\$4,768,000) for the Design and Renovation of the Food Service and Union Facilities at UWO-Fox to be funded equally between Winnebago and Outagamie Counties

JoAnn Rife explained the facility's fridge, freezer, and dry storage capacity was not large enough to serve the student population. The line for food service stretches into the student union area, preventing the organizing of evening activities. They are looking to expand or update the facility as UWO-Fox expects the trending increase in enrollments to continue; though the current pandemic has raised some questions. The large cost estimate covered both design and

construction. The committee discussed and requested a feasibility study be done. Mike Elder, when asked for suggestions agreed, on having the study, and conceptual sketches and a budget.

A motion to table the decision until the study's results were available was made by Bill Wingren and seconded by Jim Wise; motion passed 5-0.

JoAnn Rife told the committee she expected the survey to be completed within two months' time.

8. Discussion and Approval of a Project Budget Transfer (\$40,000) for the Reconfiguring of the Doors in Parkside2 at Park View Health Center

Parkside 2 is to be converted from a locked unit to one for the general population, matching the doors to the other households and connecting them to the same WanderGuard and fire alarm systems. The design is complete and ready to go for bid. Marleah Keuler explained that there are consistently four beds open in the household, which could be used to serve the community and county.

Motion to approve made by Bill Wingren, motion seconded by Jim; motion passed 5-0.

9. Update of New General Aviation Terminal Building

Mike Elder gave a brief report of the pre-construction meeting. The asbestos abatement is done with the west wing. Construction starts at the end of July. This project is run through the Bureau of Aeronautics.

10. Update on the Jail Diversion Program

The pandemic has created challenges with a lot of plants, etc. being shut down or delayed. This project should be out for bid soon.

11. Director Report on Department Operations

Mike Elder updated the committee on various projects, and delays with regards to the pandemic. The courthouse elevators are ready to be installed but there have been delays in the cars being built and delivered.

The courthouse window project hit an unexpected problem with anchoring on the larger windows, which wasn't indicated on older drawings. The window manufacturer is looking into solutions and Mike Elder anticipates further funding will be necessary; he will update the committee on that shortly.

The department is on track with the budget for this year and Mike Elder anticipates having the 2021 budget ready for the August committee meeting.

12. Suggestions for Items for the Next Meeting Agenda

Bill Wingren suggested at the next meeting the committee elect its officers. The committee would like to return to item six.

13. Set next meeting date and time

The next Facilities and Property Management committee meeting is August 12th, at 9:00AM, once more at the County Administration Building's room 120.

14. Adjourn

Motion to adjourn made by Tom Egan, motion seconded by Jim Wise; motion passed 5-0.

Respectfully submitted,
Alyssa Lockhart, Administrative Associate – Facilities
07/08/2020