

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

DATE: Wednesday, July 10, 2019

TIME: 9:00 AM

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

PRESENT: Rob Keller, Tom Egan, Jim Wise and Bill Wingren

ALSO PRESENT: Mike Elder – Director of Facilities, Kevin Newhouse – UW Oshkosh, JoAnn Rife – UW Oshkosh, Steve Cummings – Winnebago County Historical Society, Randy Domer – Winnebago County Historical Society, Mark Harris – County Executive, and Steven Binder – County Board Supervisor District 13

ABSENT: Andy Buck - Excused

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

APPROVAL OF 6/13/19 FACILITIES COMMITTEE MINUTES: Motion to approve the minutes made by Bill Wingren and 2nd by Tom Egan. Motion passed 3 with 1 abstains.

CORRESPONDENCE – SHARED BY COMMITTEE MEMBERS: Bill Wingren publicly thanked Mike Elder and staff for the 4th of July set up for the Sheriff to read the Declaration of Independence. Rob Keller informed the Committee that he received information that there is a new concept/design for the Airport Terminal that is \$9 million. Jim Schell was not ready to present this new concept at this time.

PUBLIC INPUT ON AGENDA ITEMS: JoAnn Rife talked about the projects for the Child Care Center and the South Parking lot and gave the Committee documentation on both projects. She also stated that in 2020 there will be a Facilities Fee in place that all students and staff will pay. This fee will be used for parking lot maintenance and repair going forward. Steven Binder would like a standard policy to be created for the historical markers for Committee Members. Rob Keller stated that a resolution would need to be brought forward.

Mark Harris stated that a historical marker is needed for the Sanitarium, Poor House/Farm and the Asylum to show the history of those buildings.

Randy Domer said that cost of the markers range between \$5,000-7,000. He handed out pictures of the old buildings.

DISCUSSION AND ACTION ON THE OLD COUNTY FARM HISTORICAL MARKER: The Committee discussed needing to move in to new technology with story boards having a website to get more information on the buildings. Also need to place the historical markers in the right place. The Committee would like to move forward with this in the direction of getting costs, location, what type of marker it will be, and the amount of contribution the Historical Society will provide. They also have questions on who will maintain the marker after it's installed. The Historical Society believes that the County, in which the marker is placed, is the ones who maintain it. The Historical Society will put these things together for next month's meeting.

DISCUSSION OF UW FOX VALLEY – COUNTIES AGREEMENT: Jim Wise is obtaining information from 13 counties that have similar agreements with universities; he has received information back from 6 counties so far. He will have more information next month.

DISCUSS & APPROVE CAPITAL PROJECT FUND REQUEST (\$267,300 WINNEBAGO COUNTY PORTION) FOR AN ADDITION TO THE CHILD CARE CENTER AT UW FOX VALLEY: The child care staff are paid by the State/University, not from proceeds from the child care center. Motion made to approve made by Tom Egan, 2nd by Jim Wise. The money the child care center receives is put back in to the operations of the child care center. Rob Keller attended the last two trustees meetings and he feels more comfortable that UW Fox Valley will remain now that they are part of a larger organization (UW Oshkosh). Motion passed 4-0.

DISCUSS & APPROVE CAPITAL PROJECT FUND REQUEST (\$167,600 WINNEBAGO COUNTY PORTION) FOR THE RECONSTRUCTION OF THE SOUTH PARKING LOT AT UW FOX VALLEY: Motion made to approve made by Tom Egan and 2nd by Jim Wise. Rob Keller stated the parking lot is in terrible shape and needs to be re-done. The work won't be completed until next year as Winnebago County Highway Dept is booked through the season. The cost of the project should not increase. Passed 3-1 (Bill Wingren).

DISCUSS AND APPROVE A CAPITAL PROJECT ADDITIONAL FUND REQUEST (\$77,046) FOR THE SITE PREPARATION FOR THE SEXUAL PREDATOR RESIDENTIAL FACILITY: This project went out for bid and we received 1 bidder, which came in higher. The Committee asked if this was needed now that the person was placed in Winchester area. Mike Elder stated that the Sheriff does not like that this person is that far out with a longer response time. Plus another individual could come out of Sand Ridge at any time. The mobile home is a 2 bedroom mobile home, the City is only allowing one person on the site at this time but if the laws change, it's possible we can go back to the City and ask for two people to live on the site. Motion made to approve made by Rob Keller and 2nd by Tom Egan, passed 4-0.

DISCUSS AND APPROVE A CAPITAL PROJECT ADDITIONAL FUND REQUEST (\$578,900) OR THE COURTHOUSE ELEVATOR MODERNIZATION PROJECT: Originally this was part of the department relocation project; Boldt estimated the elevator portion of bid to be \$800,000. When it went out for we received 1 bidder again, Boldt and it came in at \$1.3 million which brings us in at \$578,900 short. Motion to approve made by Rob Keller and 2nd by Bill Wingren. Tom Egan asked if this could be put in the budget. Mark Harris said that it can come out of the general fund. Motion passed 4-0.

DISCUSS AND APPROVE A CAPITAL PROJECT ADDITIONAL FUND REQUEST (\$1,518,097) FOR THE COURTHOUSE WINDOW REPLACEMENT PROJECT: Mike Elder stated that this is the 3rd time this has gone out for bid. 1st time there was no bidder. 2nd time there was 3-4 bidders for refurbished windows that came in at \$3.6 million. After working with the Historical Society the bid was changed to replace with replica windows and that came in at \$2.7 million. Motion made to approve made by Tom Egan and 2nd by Bill Wingren, passed 4-0.

DIRECTOR REPORT OF DEPARTMENT OPERATIONS:

-UPDATE OF CURRENT AND UPCOMING MAINTENANCE PROJECTS

The Committee discussed.

-UPDATE OF DEPARTMENT BUDGET

The Committee didn't have any questions.

SUGGESTIONS FOR ITEMS FOR THE NEXT MEETING AGENDA: Update on item 4 – Old County Farm Historical Marker. Update on item 5 – UW Fox Valley Counties Agreement. Add agenda item – Possibility of Selling the land where Work Release Center was. Add agenda item – New concept/design for the Airport Terminal.

SET NEXT MEETING DATE A TIME: The next Facilities & Property Management meeting is August 14th , 2019 at 9:00 am.

ADJOURN: Motion to adjourn made by Tom Egan and 2nd by Jim Wise, motion passed 4-0 at 10:55 am.

Respectfully submitted,
Penny Schry, Administrative Associate – Facilities
7/11/19