

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

DATE: Wednesday, July 11, 2018

TIME: 9:00 AM

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

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

ALSO PRESENT: Mike Elder – Director of Facilities, and Guy Hegg arrived at 9:15 – taxpayer.

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

APPROVAL OF 6/13/18 FACILITIES COMMITTEE MINUTES: Motion to approve the minutes made by Bill Wingren and 2nd by Andy Buck. Motion passed 4 with 1 abstain.

CORRESPONDENCE: Bill Wingren thanked Mike Elder for making the arrangements at the Courthouse for the reading of the declaration of independence on the 4th of July. Tom Egan asked Mike Elder if the tunnel is now open and staying open. Mike Elder stated that the Sheriff gave permission for 13 DA's to use the tunnel and it will still be used for bringing witnesses to the Courthouse.

PUBLIC INPUT ON AGENDA ITEMS: None

DISCUSSION OF PROPOSED CAPITAL PROJECTS: Mike Elder went over 5 projects for 2018, he is going to present all 5 at one time at the County Board meeting. 1) Courthouse Elevators- This is to upgrade the hoist equipment and the controls. The controls haven't been updated since 1938 and the elevators are not operating properly. This also includes putting a stop on the 1st floor for the inmate elevator, currently it doesn't stop and they need to use the public elevator. 2) Roofing of Coughlin – The roof on the Coughlin Building is 20 years old and it has composite shingles, need to replace before it becomes a problem. 3) Orrin King ramp – the ramp was replaced roughly 20 years ago. The concrete sidewall and handrails are failing. The handrails no longer meet ADA standards. The deck of the ramp is still good. 4) Demolition of 5 obsolete buildings – Williams, brown barn, east storage building, boiler room at PVHC and laundry room at PVHC. There is no need for these buildings and they will start costing money to fix/maintain them. 5) Tuck pointing the Highway building. In the past it had been patched with caulk which caulk does not hold up. This will be to repair mortar joints with mortar. This will stop water from leaking in. Tom Egan asked Mike why Facilities was not doing the water damage repair at Highways. Mike said that Facilities doesn't have the time or man power to take on that job at this time. Mike Elder handed out a list of projects of items that need/want in the next 10 years. Rob Keller asked Mike if he could have pictures of the problems/projects for the presentation, it will help them to see what he is talking about. Mike will put dates on the list and put them in order of urgency to be completed.

UPDATE ON UWFV: Mike Elder doesn't have any updates, other than the two projects are moving along. Bill Wingren wants the committee to be aware of the changes that the UW System has been making when projects/funding comes to the table. Enrollment is trending down, no one knows how long they will keep UW Fox Valley open.

DIRECTOR REPORT OF DEPARTMENT OPERATIONS: Mike Elder stated that Facilities was having a hard time finding information on Legionella but they found a consultant that knows about it and they will be meeting with them on Thursday. Mike said that Facilities is on track with the budget.

SUGGESTIONS FOR ITEMS FOR THE NEXT MEETING AGENDA: Bill Wingren stated that on July 27th it will be the 80th Anniversary of the Courthouse. He asked if maybe on the County Board meeting there could be a rededication or a presentation. Bill Wingren asked Mike if he could talk to Austin Frederick about this. Guy Hegg asked if Facilities could change the time or date of the meeting as it conflicted with the Aviation Committee Meeting today. This happened because of the 4th of July holiday. Normally the Aviation Committee meets the 1st Wednesday of the month at 8:30 but they pushed it back a week because of the 4th of July. Rob Keller said that they can look into this for future meetings that will be in conflict of another meeting. Guy Hegg stated that there is a lot happening in those meetings and he suggests that someone from the Facilities Committee attend those meetings. Tom Egan suggested that Rob Keller and Mike Elder sit down and talk about adding a person or two to this department so that Facilities will be able to handle more work when other departments are added to Facilities responsibility for maintenance.

SET NEXT MEETING DATE A TIME: August 8, 2018 at 9:00 AM

ADJOURN: Motion to adjourn made by Tom Egan, 2nd by Bill Wingren, motion passed 5/0 at 10:30 am.

Respectfully submitted,
Penny Schry, Administrative Associate
7/13/18