

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

**DATE:** Wednesday, August 9, 2017

**TIME:** 9:30 AM

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

**PRESENT:** Bill Roh, Bill Wingren, Tom Egan, Rob Keller, and Guy Hegg arrived at 9:40 am.

**ALSO PRESENT:** Mike Elder – Director of Facilities, Larry Last – Public, Debbie Last – Public, and Harold Singstock – District 23 County Board Supervisor arrived at 10:23 am.

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

**APPROVAL OF 7/12/17 FACILITIES COMMITTEE MINUTES:** Motion to approve made by Bill Wingren and 2<sup>nd</sup> by Tom Egan to approve the minutes. Motion passed 4/0.

**CORRESPONDENCE:** None

**PUBLIC INPUT ON AGENDA ITEMS:** Larry Last thanked the Committee for giving the tax payers and county board another option in regards to the Airport Terminal.

**CHAIRMAN REPORT:** Bill Roh thanked the Committee for starting the meeting at 9:30 today.

**DISCUSSION AND POSSIBLE ACTION ON UTILIZATION OF AIRPORT WEST WING:** Bill Roh informed Rob Keller the discussion that was had at last month's meeting. Mike Elder said that the engineer and architect have started the study and will have a report by early September. The scope of the study is to see if there is enough room to fit the Airport Administration into the West Wing along with Basler. Larry Last said that Basler has made it clear of what they want and what they will pay or they will build their own building. Once the study is done Mike Elder will present it to this Committee and then the County Board. The Committee asked Mike Elder to put this on the County Board agenda for September's meeting. Guy Hegg asked why no one from Airport Committee has come to these meetings. The Airport Committee has backed away from the project completely.

**DISCUSSION AND APPROVAL OF OSHKOSH TRANSIT BUS STOP EASEMENT:** Mike Norton had brought this matter to the County Executive in January. On Algoma by the Courthouse there is a bus stop that has a bench that is too close to the street, the City would like to build a shelter there. The County pays for the pad of the shelter and the City pays for the shelter. The pad should cost less than \$2,000.00. Guy Hegg asked how many people use this bus stop. Guy Hegg made a motion to postpone until next month when they can have Mike Norton explain the need for this shelter. Guy Hegg withdrew the motion to postpone and the Committee will take no action until next meeting when Mike Norton and Oshkosh Transit can attend the meeting.

**DISCUSSION AND POSSIBLE ACTION OF VETERANS MUSEUM STORAGE, STATUS, LEASE AND LIABILITY INSURANCE:** Mike Elder said that they have agreed to the terms and will be meeting next Thursday at 1.

**DISCUSSION OF 2018 FACILITIES BUDGET:** Mike Elder said that his budget could grow \$90,000 for 2018. He said that repairs on buildings and equipment are going up. There are projects that departments want done that aren't able to get done due to the amount of repairs every year. The law enforcement center needs new burners and they are \$30,000 each and there are 3 of them. There just isn't enough money in the budget to do all the projects that have been requested. Guy Hegg said that if the projects that are being turned down will benefit the County/Public then they should get done. The Committee would like Mike Elder to add those projects in his budget and take it when he meets with the County Executive, and show the County Executive that he needs more money. If the projects don't get added to the budget now then the projects will come to the County Board and will come out of the general fund balance. Guy Hegg said that there needs to be a neutral committee and that committee needs to develop a priority list of projects for the whole county. Rob Keller gave the Committee a hand out of a priority list for Sheboygan County which had a neutral committee. Guy Hegg said that there is a 17.3% increase to the county employee's health insurance/fringe benefits, maybe that needs to be reduced in order to do some of the other projects that need to be done.

**DISCUSSION OF DEPARTMENT RELOCATION PROJECT:** Mike Elder said that the County Administration Building is about 75% complete, should be done mid-September. The Courthouse has not been started yet. Final completion date, end of March.

**DISCUSSION OF COUNTY BUDGETING PROCESS:** Rob Keller passed around some handouts showing how Polk County does their budget which shows the outcomes.

**UPDATE ON UWFV:** Mike Elder has a meeting scheduled next week regarding a project to put solar panels on roof of the engineering building. Does the Committee want to be apprised of this or let them go ahead with the project. The project would be paid for by grants. Committee agreed to let them go ahead and get the grants.

**DIRECTOR REPORT OF DEPARTMENT OPERATIONS:** Mike Elder discussed projects. Facilities is right on target within the budget.

**SUGGESTIONS FOR ITEMS FOR THE NEXT MEETING AGENDA:** Discussion and Possible Action Airport West Wing, Discussion and Approval of Bus Stop Easement, Follow Up on Veterans Certificate of Insurance/Lease, Discussion of 2018 Budget

**SET NEXT MEETING DATE A TIME:** September 13, 2017 at 9:00 AM

**ADJOURN:** Motion to adjourn made by Guy Hegg, 2nd by Tom Egan, motion passed 5/0 at 11:43 am.

Respectfully submitted,  
Penny Schry, Administrative Associate-Facilities  
8/11/17