

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

DATE: Wednesday, August 10, 2016

TIME 9:00 AM

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

PRESENT: Bill Roh, Bill Wingren, Rob Keller and Tom Egan, Guy Hegg arrived at 9:20

ALSO PRESENT: Richard Haen – UW Fox Valley, George Shenck – UW Fox Trustee, Tom Snider – UW Fox Trustee, Harold Singstock – County Board Supervisor, Larry Lautenschlager – County Board Supervisor District 19, Bill Topel – Human Services Director, Tom Saari – Human Services, Mike Elder – Facilities Director and Mark Harris – County Executive (arrived at 9:25)

Meeting was called to order by Committee Chairman, Bill Roh at 9:00 AM.

APPROVAL OF 6/8/16 FACILITIES COMMITTEE MINUTES: Motion to approve made by Tom Egan and 2nd by Bill Roh to approve the minutes. Motion passed 4/0.

CORRESPONDENCE: None

PUBLIC INPUT ON AGENDA ITEMS: Tom Snider said that he was here to support items #6, 7 and 8.

CHAIRMAN REPORT: Bill Roh stated that he would discuss later in the agenda items.

DISCUSSION AND POSSIBLE ACTION ON HUMAN SERVICES CAPITAL PROJECT FOR THE CONSTRUCTION OF A COMBINED MENTAL HEALTH CRISIS SERVICES CENTER AND COMMUNITY BASED RESIDENTIAL FACILITY: Mike said that this project is in the capital plan and will replace Towards Tomorrow and Summit House buildings that we currently rent from the Housing Authority. The Housing Authority is increasing the rent 10% every year for 5 years. Bill Topel said that these facilities run 24/7, they are both 8 bed facilities. Summit House has been open since 1988 and is a short term (a couple nights to one week) mental health facility for people that need a place to stay while they get their meds in place. There is also a 24/4 crisis phone system at this facility. Towards Tomorrow opened in 2000 and is a longer term mental health stabilization center (a few weeks to a few months or longer). They are not a danger to others. Human Services is looking to combine these two facilities into one building, it would be similar to an assisted living center. Bill Topel has looked at some properties but hasn't found one that would work. He has looked at the Huber Center several times and it is not an option. That is why they are looking to construct a new building. The current rent is \$75,000 for both places. Bill Roh asked who determines the qualifications to stay there. Tom Saari said that they are clients that come into Human Services and then staff makes the determination. Bill Roh asked who pays for the utilities and the food. Bill Topel said that they bill out everything they can to Medicaid, etc. Bill Roh asked if this has gone before the County Executive and if so, does he support the new building. Bill Topel said yes. Mike Elder came up with a rough estimate of \$2,294,820.00 for the new building. Human Services is looking for the support of spending \$250,000 for the design. Utilities for both properties are approximately \$21,000 a year. Is there a specific property you are looking to build on? No, they would like to have it on county property between Oshkosh and Neenah but would prefer to not have it next to a Highway or railroad tracks. Rob Keller thinks that they should have a place in mind before having this designed. The architect will need to know the grounds in order to do the design accurately. Mike said that some buildings need to come down at Park View and that would give enough room for this building. Mike said that the design/plan would let them know how big of a space they need. Rob Keller stated that he would have a hard time approving this without knowing what the pay back would be. Bill Topel and Tom Saari will sit down and do an analysis. Bill Topel did say that with the new building they would be able to downsize staff by 2 people which would be \$100,000 for those two people and also they would save \$100,000 on rent. \$200,000 a year for 30 years equals \$6,000,000.00. Tom Egan agrees with Rob, need more information on numbers and pay back; what are the utilities going to cost, what are the maintenance costs, etc on the new building. Bill Wingren thinks it's a great idea but needs more information. Rob Keller asked what condition the buildings are in. Bill Topel said that they have received two violations and have been mostly corrected. Tom Egan said that Park View would be a good spot to have this new facility. Motion to put Human Services Capital Project for the Construction of a Combined Mental Health Crisis Center and Community Based Residential Facility on agenda for October's meeting made by Tom Egan, 2nd by Guy Hegg. Guy Hegg would like to see the two positions that could be eliminated with the new facility in more detail. Passed 5/0.

DISCUSSION AND APPROVAL TO CARRY OVER 2015 FUNDS FOR THE UWFV LIBRARY EXTERIOR REPAIRS (\$216,000, SPLIT 50/50 WITH OUTAGAMIE COUNTY): Rich Haen stated that the \$216,000 was split between Winnebago County and Outagamie County. Rich showed the Committee a presentation for items 6 and 7. It has 3 exterior walls and the EFIS system needs to be replaced with brick and mortar like the rest of the building. Birds have built nests in the EFIS and it's all broken and falling apart. The original bid went out in 2015 and came back at \$184,400 for construction, \$18,440 for A&E Services for a total of \$217,039.00. Budget requested was \$216,000 and approved by both Counties. The Capital Outlay for the Vestibule was added for \$22,000.00 for a total of \$238,000.00 less A&E fees equals \$225,750.00. In 2016 when Rich started the price increased to \$500,000.00. Rich sent it out for new estimates. Low bid came in at \$427,293.00 plus all the changes equals \$497,168.00 + contingencies and A&E Services = \$570,918.00. Split between the two counties would be \$354,198.00. The contributing factors for the price increase are: brick was added to 3 sides of the penthouse, existing studs are 24" on center and this plan requires 16" on center, the condition of the insulation, replacing of the glass in windows and exterior doors. Guy asked if there were any other options so we wouldn't have to change the studs from 24" to 16". Yes, the architect looked at all options and the brick and mortar was the best option. Harold stated that the communication between the Counties and UW Fox Valley needs to improve. Tom Egan said, the building is there and we need to take care of it. Motion to approve made by Tom Egan, 2nd by Bill Wingren, passed 4/1.

DISCUSSION AND APPROVAL TO EXPAND THE CAPITAL PROJECT FOR UWFV EXTERIOR REPAIRS TO INCLUDE WINDOW REPLACEMENT (\$354,198, SPLIT 50/50 WITH OUTAGAMIE COUNTY): Motion to approve made by Bill Wingren, 2nd by Rob Keller, motion passed 4/1.

DISCUSSION AND APPROVAL OF UWFV CAPITAL PROJECT TO REPLACE TWO BOILERS, THREE STEAM COILS AND THE STEAM DISTRIBUTION SYSTEM (\$430,000 SPLIT 50/50 WITH OUTAGAMIE COUNTY): Rich Haen said that the boilers are going on 20 years old. They had a steam failure that has been repaired and is hoping to make it through this winter yet. Outagamie County approved \$250,000 last fall, but hasn't come to Winnebago County until now. The current boilers are 60% efficient, the new boilers would be 90%+ efficient. Tom Snider said that it would be a better system all around. Guy said that the last boiler project had an incentive program/rebate, does this project have anything like that. Yes, approximately \$20-30,000.00. Bill Wingren asked if this project will be done this winter yet. No, the bids will go out this fall with the work to begin in spring. Motion to approve made by Guy Hegg, 2nd by Tom Egan, passed 5/0.

DISCUSSION OF 2017 DEPARTMENT BUDGET: Mike finished the budget and we are a couple hundred dollars under the proposed budget. Bill Wingren asked if there were any significant changes. Nothing major. Mike went through budget and answered questions. Bill Roh asked Mike if he would change the time of the budget meeting with Mark Harris so that he would be able to attend. Yes. Guy asked if he will have money to give back at the end of 2016. No, we will be right on budget.

DIRECTOR REPORT ON DEPARTMENT OPERATIONS: Mike discussed the department operations and also the 2016 budget.

SUGGESTIONS FOR ITEMS FOR THE NEXT MEETING AGENDA: Parking at CAB, Discussion of DA storage and Veterans museum storage, Discussion of Williams House what will happen with the building after the Veterans move out, and who has jurisdiction over operations of the tunnel between Orrin King and the Courthouse for security purposes.

SET MEETING DATE AND TIME: The next Facilities and Property Management committee meeting will be held on Wednesday, September 14, 2016 at 9:00 am at the Facilities and Property Management, 1221 Knapp St, Oshkosh, WI 54902

ADJOURN: Motion to adjourn by Tom Egan, 2nd by Guy Hegg, motion passed 5/0 at 11:52am.

Respectfully submitted,
Penny Schry
Administrative Coordinator 8/12/16