

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

DATE: August 12, 2020

TIME: 9:00AM

PLACE: Virtual meeting via Zoom.

PRESENT: Rob Keller, Bill Wingren, Tom Egan, Andy Buck, Tom Ellis

ALSO PRESENT: Kelly Kutz – District Attorney Office, Tracy Schwartz – UW Fox Valley, Mike Norton – District 20

ABSENT: None

1. Approval of Minutes of the July 8, 2020 Facilities and Property Management Committee

Motion to approve made by Tom Egan, motion seconded by Andy Buck; motion passed 5-0.

2. Election of Committee officers

Bill Wingren nominated Rob Keller for committee chairman, seconded by Andy Buck; motion passed 5-0. Andy Buck nominated Tom Egan for vice chairman, seconded by Bill Wingren; motion passed 5-0. Andy Buck nominated Bill Wingren for committee secretary, seconded by Tom Egan; motion passed 5-0.

3. Correspondence – Shared by Committee Members

Steve Cummings of the Winnebago County Historical & Archaeological Society contacted Bill Wingren concerning the work on the historical marker on Butler Ave. With the pandemic the society has been unable to have their usual fundraisers and he wanted to know if the money allocated from the county would carry over to next year; Mike Elder said it would. Andy Buck will continue investigating information on the Department of Labor's report regarding misclassification of employees as independent contractors and hopes to have more info soon. Mike Elder is also investigating information from the Department of Labor.

4. Public Input on Agenda Items

None.

5. Discussion and Approval of a Capital Budget Transfer (\$24,021) for additional funds for the DA Diversion Program Remodeling.

Mike Elder updated the committee that the bids came back at significantly more cost than the original estimate. He would like the transfer and to move forward with awarding the lowest bidder. Additional funds will be necessary to remove asbestos. Tom Egan asked why so much more money was necessary when he'd been given to understand the program could move in there and begin operations now. Kelly Kutz explained the need for a waiting area, window, additional features. Motion to approve the transfer made by Tom Egan, motion seconded by Andy Buck; 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

Tracy Schwartz explained that funding for furniture and equipment for the center would not be required from the county. Mike Elder explained the committee funding for this project was approved and in the account; no further action was necessary. Tom Egan made a motion to amend the pricing on the agenda item to the correct pricing of \$534,600, motion seconded by Andy Buck; motion passed 5-0.

7. Discussion of proposed Facilities and Property Management 2021 Budget.

Yesterday Mike Elder met with the county executive to go over the department's budget for 2021, and was available to the committee for questions. No action will be necessary until the October committee meeting.

8. Update of New General Aviation Terminal Building

Mike Elder updated the committee that we are in the final process of demoing the old west wing.

9. Update on the Jail Diversion Program

This item was also discussed previously in item five. Mike Elder updated the committee regarding the challenges the pandemic was posing with regards to getting designs reviewed and acquiring materials.

10. Director Report on Department Operations

Mike Elder updated the committee on several projects and was available for questions. The demolition project for the five buildings (Park View boiler house and laundry building, east garage, brown barn, Williams) is out with bids due August 31. Delays with anchoring has slowed the courthouse window replacement project, with additional funding necessary. The courthouse elevator replacement continues with an estimated twenty weeks before completion of all three.

11. Suggestions for Items for the Next Meeting Agenda

The committee would like to revisit: The Park View training facility construction project, Andy Buck's information re: employee misclassification, and the pricing of razing the five buildings.

12. Set next meeting date and time

The next committee meeting is set for September 9th, 2020 at 9:00AM via Zoom.

13. Adjourn

Rob Keller took a moment to welcome Tom Ellis to the committee.

Motion to adjourn made by Bill Wingren, motion seconded by Andy Buck; approved 5-0.

Respectfully submitted,

Alyssa Lockhart, Administrative Associate – Facilities

8/12/2020