

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

DATE: September 9th, 2020

TIME: 9:00AM

PLACE: Virtually via Zoom

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

ALSO PRESENT: Mike Elder – Facilities Director, Steve Binder – District 13

ABSENT: None

1. Approval of Minutes of the August 12, 2020 Facilities and Property Management Committee

Motion to approve last month's minutes made by Andy Buck, motion seconded by Tom Egan; motion passed 5-0.

2. Correspondence – Shared by Committee Members

None.

3. Public Input on Agenda Items

None.

4. Discussion and update of Park View Training and Storage Facility

Mike Elder updated the committee on the project. The RFP is out and due in about two weeks, then an architect can be selected and brought to the County Board for approval to begin the design. The committee had no questions.

5. Discussion of Employee Misclassification on Construction Projects

Mike Elder is contacting the Department of Labor and working with Mary-Anne Mueller (Corporation Counsel) and Laura Forbes (Purchasing) for creating a template for the county to address this concern.

6. Discussion and Update on Obsolete Building Razing Project

Bids for razing are due tomorrow (September 10th). Salvage still needs to be removed from the Williams building, but efforts to contact Mr. Williams have so far been unsuccessful.

7. Director Report on Department Operations

Mike Elder's assistant John Vandehey retired earlier this year, since then he's been working with Michael Collard (HR) for how best to fill the position. The plan is to create two Facilities superintendent positions, downgrading the vacant building maintenance manager to superintendent and reclassifying a maintenance supervisor to superintendent thereby creating two assistants. One would cover projects and supervise the trades workers, the other would cover operations, planning, developing capital plans, etc. This proposed plan will go before the County Board this month for approval.

The county has received \$34,000 from a class action lawsuit over refunding natural gas purchases starting in 2008. This last refund is from phase two of the lawsuit with phase three coming next year. Around \$60,000 in total has been refunded so far.

The courthouse windows project should be done by the end of September, weather permitting. The courthouse elevator replacement is ongoing with the beginning of the public passenger elevator replacement estimated to begin in October, with total completion expected by February 2021.

The mobile home built for Chapter 980 individuals has received a rent payment for September and is expected to be occupied within the next month or so.

Bill Wingren asked if the Crisis Center would be getting a flag pole; Mike Elder said no as Human Services wanted to keep the location a little anonymous.

Mike Elder updated the committee on other department projects and on the department budget.

8. Suggestions for Items for the Next Meeting Agenda

Andy Buck would like an update on employee misclassification if Mike Elder received information from the Department of Labor.

The committee discussed meeting in-person versus Zoom and it was decided meetings would remain virtual for the time being, due to the mask mandate.

9. Set next meeting date and time

The next committee meeting will be October 14th at 9:00am, via Zoom.

10. Adjourn

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

Respectfully submitted,

Alyssa Lockhart, Administrative Associate – Facilities

09/09/2020