

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

DATE: Wednesday, September 13, 2017

TIME: 9:00 AM

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

PRESENT: Bill Roh, Bill Wingren, Tom Egan, Rob Keller. Guy Hegg arrived at 9:45 am.

ALSO PRESENT: Mike Elder – Director of Facilities, Patty Francour – Director of Information Systems, Larry Last – Public, Debbie Last – Public

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

APPROVAL OF 8/9/17 FACILITIES COMMITTEE MINUTES: Motion to approve made by Bill Wingren and 2nd by Tom Egan to approve the minutes. Rob Keller made a few changes in the minutes under the Discussion of the 2018 Budget. The committee discussed that the minutes need not to be as detailed, just the highlights of the discussion. Motion passed 4/0.

CORRESPONDENCE: Item #5 on the agenda will be discussed after item #12 so that members of the Aviation Committee can attend after their meeting if they would like.

PUBLIC INPUT ON AGENDA ITEMS: Larry Last would like to talk about item #5 when we get to it on the agenda.

CHAIRMAN REPORT: None

DISCUSSION OF COURTHOUSE WINDOW REPAIR PROJECT: Mike Elder is looking into what other options we have. The historical society is willing to work with us, negotiate in good faith. The Committee asked how we got to this point. Mike Elder said that the windows are in poor condition, he hired an architect who in turn worked with the historical society. They came up with three options, the 3rd option was the best option which would be to refurbish the frames and insulated glass. Mike Elder received 3 bids on it and the lowest bid was \$3.4 million. They will hold their bid price for 3 years and phase the project over 3 years. Mike Elder is working with the project manager with the historical society to see what other options we have.

DISCUSSION AND APPROVAL OF COURTHOUSE WINDOW REPAIR PROJECT BUDGET TRANSFER (\$2,158,251) AND AUTHORIZE INCREASE IN PROJECT FUNDING TO \$3,369,244: Motion to deny made by Bill Roh, 2nd by Bill Wingren, passed 4-0.

DISCUSSION AND APPROVAL OF COURTHOUSE SECURITY ADDITION BUDGET TRANSFER (\$15,000): Mike Elder said that he reduced the contingency amount to 2.5% at the beginning of the project, there were a few things that brought us over the contingency amount. Motion to approve made by Tom Egan, 2nd by Bill Wingren, passed 4-0.

DISCUSSION AND APPROVAL OF OSHKOSH TRANSIT BUS STOP EASEMENT: Mike Norton couldn't be here for the meeting, nor could the City of Oshkosh. The County would only be responsible for the cost of the concrete pad which should be under \$2,000.00. Motion to approve made by Rob Keller, 2nd by Tom Egan, passed 4-0.

DISCUSSION AND POSSIBLE ACTION OF VETERANS MUSEUM STORAGE, STATUS, LEASE AND LIABILITY INSURANCE: Mike Elder has received the certificate of insurance, signed lease and first month's rent. No further action is needed.

DISCUSSION OF 2018 FACILITIES BUDGET: Mike Elder, Rob Keller and Bill Roh met with the County Executive. Mike said that his Utilities and Overtime were reduced. Mike took all 12 projects, a lawn mower and a vehicle that he couldn't fit into his budget to the County Executive and expressed that these need to be done however, there is no money to do these. Mark Harris gave him the money to do the 12 projects and the lawn mower, the vehicle was not approved.

DISCUSSION OF DEPARTMENT RELOCATION PROJECT: Mike Elder said that the County Administration Building is just about complete. Waiting on some windows and doors.

DISCUSSION OF POSSIBLE RENOVATIONS/MODIFICATIONS TO THE WEST WING OF THE CURRENT AIRPORT: The architect looked at the West Wing and came up with 3 options: Option A – No garage, no storage, no public meeting room, Basler's space stay's the same, the Airport Administration would be used in the unused space and also half of the Pilot's lounge. The Airport Administration would not have any sight of the Airport, no hangar for the airplane. Option B – Same as option A however, it doesn't use any of the Pilot's lounge. Option C – Same as option B plus the basement, would need an elevator and sprinkler system and it would accommodate a conference room, community room, and the map room/IT closet. The cost for these options are \$1.6 -2.6 million which includes \$900,000 for demolition. Before moving forward there are questions that need to be answered: 1)How much space does Basler need 2)What does Basler pay in rent 3)What does the lease say. The Committee directed Mike Elder to pull this from the County Board agenda.

UPDATE ON UWFV: Mike Elder stated that the bids are out for the hvac work. No other update.

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

SET NEXT MEETING DATE A TIME: October 11, 2017 at 9:00 AM

ADJOURN: Motion to adjourn made by Tom Egan, 2nd by Guy Hegg, motion passed 5/0 at 11:26 am.

Respectfully submitted,
Penny Schry, Administrative Associate-Facilities
9/14/17