

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

**DATE:** Wednesday, October 12, 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 9:15

**ALSO PRESENT:** John Matz – Sheriff, Mike Elder – Director of Facilities, and Harold Singstock – County Board Supervisor

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

**APPROVAL OF 8/10/16 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:**

**CHAIRMAN REPORT:** None

**DISCUSSION AND POSSIBLE ACTION PARKS DEPARTMENT REQUESTS FOR WATER TO THE COUNTY PARK DOG PARK:**

Mike Elder stated Rob Way had come to Facilities for assistance to get water to the dog park for users. Rob described the interaction he has had with the users group asking for water to the dog park. Bill Wingren asked how dogs actually get the water. It is a matter of convenience and a need. A water source is readily available, 3 houses were previously torn down by the park. One curb stop is still intact. The water source would be located in the southeast corner. There is already a plan in place for backflow. Cost is estimated at \$2000.00 to \$2300.00. Rough estimate of timing 3-5 days. Bill Wingren asked how many people use the dog park. Rob answered around 60 a day. Dog park group is backing the funding for materials. They will be billed for materials. Tom Egan clarified the cost of the entire project is \$2300.00 or the cost of materials is \$2300.00. Labor would be provided by both Parks and Facilities staff. Total cost is double the estimate, so \$4000.00 to \$4600.00. Rob Keller asked about cost. Bill Roh asked where the money will come from. Rob said there is no new budget on our part. Approval of donation is what we need. Harold Singstock commented that there is a bit of committee jumping going on. Bill Roh asked for clarification of what the procedure was. Question of what was actually being voted on. Mike Elder said it is understanding they need to cross facilities property. Bill moved to approve. Rob Keller 2<sup>nd</sup>. Amend motion to make contingent on the approval of use of the hose bib. Rob Keller made a motion for approval of crossing facilities property. Rob Way clarified parks will pay for the water. Approved 5-0.

**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:**

Continuation of discussion in July. Cost benefit analysis needs to be produced and examined. The cost analysis examines the difference of facilities rented from Housing Authority vs building own facility. Figures provided show reduced cost with a 10 year payback incorporated into design. The determination is to pay back 3 million dollars and will start saving money in year 12. Savings over time is calculated into the figures. Chuck Orenstein, Finance Director has reviewed all figures. Location was questioned. Mike Elder put together a map for possible locations on Butler Ave. It would be a 15,000 square foot location not infringing on PVHC or Parks. Site prep should be minimal. Bill asked for clarification of use of old Huber building. Rob Keller stated central location. The location would be better. Bill Wingren stated he is very enthusiastic about this project. Asked to clarify cost, asked if the number was a definite. Mike Elder stated estimate is based off a 16 bed facility. The plan is to work with designer to keep cost down. Rob Keller asked if the current vote was move forward on cost estimates. Mike stated we will have to ask for funding for architects, which have to be part of a capital project. Bill Wingren asked if this is the type of project a private facility would build and we could lease. Tom Egan asked why 16 beds. 16 is the maximum number of beds to get reimbursed for Medicaid. Also 16 is what we have now. Bill Roh asked will there be a need for more than 16. And if all 16 are being filled. If we have beds available we contract to outside counties. Bill Wingren asked If Lincoln Hills closes how that would affect us. Guy Hegg asked about Levy going down for Winnebago County taxpayers. Guy Hegg asked why architectural design is so expensive for a common build design of a building. Mike Elder stated yes the cost was common and explained what was included in the cost. Guy Hegg asked if the building would become obsolete. Mike Elder stated they are looking at a 50 year building. CBRFs are needed and it is not foreseen the building will become obsolete. Guy Hegg asked if there is any type of state or federal funding for building such a building. No. How much is the rent on the buildings

we are currently renting? Bill Topel provided the costs and stated that they are projected to increase 10% annually. Bill Roh asked if the committee of jurisdiction was on board. Bill Topel replied they were. It passed unanimously. Bill Roh asked if there were county employees at these buildings. Yes. There are between 20 and 30 employees total. Including relief staff, full-time, part-time all of the above. Human Services will be able to reduce staff by 2. The facility will need offices because of phone crisis line being run. Rob Keller stated that other than saving money the client care might not be better than it could be at the current buildings. The new buildings could be better for what they need it for. Bill Wingren made a motion to approve the project. Rob Keller moved to approve. Guy Hegg 2<sup>nd</sup> it. Approval of transfer of funds of \$50,000. Approved 5-0.

Guy left at 9:57 am.

**DISCUSSION OF AVIATION BUSINESS CENTER:** Mike Elder said he is currently continuing with design meetings. The architects are reluctant to sign on any specific dollar amount because of unknowns with HVAC at this time. Current estimate is 4.9 million. Prevailing wage goes away as of January 1<sup>st</sup>, 2017. If we advertise for job before January 1<sup>st</sup> we have to pay prevailing wage. We could save up to 10% on project because of not having to pay prevailing wage. Cost could go up because of everyone waiting until after January 1<sup>st</sup>. The architect is trying to refine costs. Bill Wingren expressed concern with trying to avoid paying prevailing wage. He is not a fan of it. Mike Elder said nothing has changed on floor plan. The estimate includes demolition. It also includes reconfiguring space for Basler temporarily. Bob Keller said it sounds like a great plan. He believes we have met all demands and expectations. Bill Roh stated the sooner this gets done the better.

**DISCUSSION OF VETERANS MUSEUM STORAGE, STATUS, LEASE AND LIABILITY INSURANCE:** Mike Elder said he has only been able to get ahold of the person who answers the phone. Gave them example of a lease agreement. Bill Wingren asked about fire or vandalism. Bill Wingren who would be responsible. Next month's agenda update on Veteran's building.

**DISCUSSION OF UW FOX VALLEY BOARD OF TRUSTEES-SOMEONE TO ATTEND MEETINGS:** This was on the agenda for Guy. Put on agenda for November. Discussion deferred to November.

**REPORT ON AND DISCUSSION OF DA'S STORAGE:** Mike Elder stated he had nothing new to discuss at this time. Bill Roh asked what would need to be done to move forward. There needs to be an amendment at budget time for DA's files to be digitalized. To be put on next month's agenda.

**DIRECTOR REPORT ON DEPARTMENT OPERATIONS:** Mike said there is a problem with water quality. Four drinking fountains are high in lead. We have twenty drinking fountains with high copper content. Facilities is trying a lead filter water fountain at Public Health. It takes 3 weeks to get water sample results. Add update to next month's agenda. Would like to discuss realigning of Butler Ave. so it is a nice route through campus. From County Rd Y to County Rd A. Repairing Butler Ave was just a short term fix. There are current issues with the architects who are tuck pointing. They are close to being done but not finished yet. The security addition at Courthouse Miron well on the way, expected completion date is late February 2017. The department relocation ready to go out for bid. Again the savings is close to 1 million dollars if we wait until prevailing wage goes away. So do we wait until prevailing wage goes away? The next meeting who is going when? Meeting with the architect October 13<sup>th</sup>. Ready to go out for bid as of December. The Courthouse roof replacement has some setbacks. There is more work that needs to be done that is not even part of the roof. The wall deteriorated and needs to be done before the roof can be replaced. The original bid was for \$60,000.00 now the bids are coming back around \$350,000.00. Will need to develop a capital project for bid amounts for the repairs. For the Courthouse windows there is a new product that is a better product. It would reduce the amount of work to modify the frames. It needs to be approved by the State historical people. The air intake platforms at the Courthouse are 50% complete. The card access system was awarded to SGTS. SGTS estimated it to be a 1 month project. The lighting review is done at Child Support. At the Veteran's building we replaced the bulbs only said to be too bright. We bought sleeves to go over the bulbs. So far, so good. The asphalt replacement program, Radtke said should be ready for Highways to pave in November and should be done by Thanksgiving. The Huber Facility the contractor got called off to do another job. It will sit for a couple of weeks but we are being told there is approximately five days left of work. Should also be done by the end of November. Mike has no documentation who owns the property and there is no record of it either for the WRC site. We are working on figuring out who owns that property. Will follow up with the Register of Deeds and possibly Pat O'Brien to look further into finding out who currently owns that property. The LED lighting upgrades are being worked on. Now that our new electrician has started we should be catching up. Building 2 & 3 masonry repairs are complete. The ADA door at Neenah Human services is done. The drain tile at Park View is done. ABT just needs to fix the sidewalk. We are keeping up on siren repairs at this time. Bill Wingren asked about the nurse call system at Park View. Asked if there was any type of update at this time. There was a

meeting set up with Clearpath. The drawings show where everything is supposed to be. Meeting is next week. Mike Norton asked when we will be out of the Public Safety Building, more specifically the three courtrooms. Mike Elder answered the end of 2017.

**QUESTIONS ON THE BUDGET:** None.

**SUGGESTIONS FOR ITEMS FOR THE NEXT MEETING AGENDA:** Discussion and possible action on storage building #3, liability insurance. Discussion of UW Fox Valley Board of Trustees – someone to attend meetings. Update on the drinking fountains. Update on the DA's storage.

**SET MEETING DATE AND TIME:** The next Facilities and Property Management committee meeting will be held on Wednesday, November 9, 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 Bill Wingren, motion passed 4/0 at 10:44am.

Respectfully submitted,  
Katy Binning