

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

DATE: Wednesday, November 8, 2017

TIME: 9:30 AM

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

PRESENT: Bill Roh, Bill Wingren, Tom Egan, Rob Keller, Guy Hegg arrived at 9:37.

ALSO PRESENT: Mike Elder – Director of Facilities, Harold Singstock – County Board Supervisor, Richard Haen – UW Fox Valley, Debbie Last – Public, Bill Topel arrived at 9:45.

Meeting was called to order by Chairman, Bill Roh at 9:30 AM.

APPROVAL OF 10/11/17 FACILITIES COMMITTEE MINUTES: Motion to approve made by Bill Wingren and 2nd by Tom Egan to approve the minutes. Motion passed 4/0.

CORRESPONDENCE: None

PUBLIC INPUT ON AGENDA ITEMS: Debbie Last wanted to thank the Committee and the Board for saving the tax payers a lot of money for coming up with a reasonable solution for the Airport Administration. Bill Roh also thanked the Committee.

DISCUSSION AND APPROVAL OF BUDGET TRANSFER (\$15,000) FOR THE BARLOW PLANETARIUM AIR CONDITIONING: UW Fox Valley found both compressors not running, fuses were blown, replaced, still had issues. They had a contractor come in and confirmed that they need replacing. There is money left over from a project, just need to transfer funds from one account to another. Motion to approved made by Bill Wingren and 2nd by Rob Keller, motion passed 4-0.

Bill Roh asked the Committee to move item #10 up seeing Rich Haen is here and could answer any questions the Committee might have.

UPDATE ON UWFV: Rich Haen gave an update on current projects.

DISCUSSION OF POSSIBLE RENOVATIONS/MODIFICATIONS TO THE WEST WING OF THE CURRENT AIRPORT: Mike is starting to look at lining up what needs to be done. Work will start after January 2nd. Harold Singstock's goal is to get Airport Aviation Committee to communicate with Mike Elder and Committee.

DISCUSSION AND APPROVE THE RECOMMENDATION OF THE ARCHITECT FOR THE COUNTY COMMUNITY BASED RESIDENTIAL FACILITY: 7 firms responded to the RFP, bids came in from \$129,600 - \$369,150.00 Reviewed the qualifications of the lowest bidder of \$129,600.00, Boldt Technical Services, and they are able to do the job. Boldt Technical Services and Boldt Contractors are not the same company. This will go in front of the County Board in November for approval. Architectural work will take roughly 2-3 months. Motion to approve made by Rob Keller and 2nd by Bill Wingren. Motion passed 4-1.

DISCUSSION AND APPROVE WPS EASEMENT FOR THE COURTHOUSE ELECTRICAL SERVICE: WPS requires an easement when they do services on buildings. This is for a 2,000 volt transformer. This is a good time to do the work while the Courthouse is having the other work done. Motion made to approve made by Tom Egan and 2nd by Guy Hegg. Motion passed 5-0.

DISCUSSION OF DEPARTMENT RELOCATION PROJECT: The County Administration Building is done besides some counter modifications to a couple departments. Work has begun at the Courthouse in the basement area. The project will be complete mid to end of March 2018.

DISCUSSION OF TREE MANAGEMENT PROGRAM: Facilities has taken down 14 ash trees in the last two years. Facilities has 87 ash trees, they are treating 24 trees which are in good or better condition. The County in whole has over 600 ash trees. Facilities is planting 30 trees (variety of species) a year to offset the ash trees that are cut down.

DIRECTOR REPORT OF DEPARTMENT OPERATIONS: The Committee reviewed the list of projects and asked questions that they had. The 2017 Budget is right on track. The 2018 Budget was approved.

SUGGESTIONS FOR ITEMS FOR THE NEXT MEETING AGENDA: None

SET NEXT MEETING DATE A TIME: December 13, 2017 at 9:00 AM, Bill Roh asked Tom Egan to be the chair for this meeting as he won't be here, excused.

ADJOURN: Motion to adjourn made by Tom Egan, 2nd by Rob Keller, motion passed 5/0 at 10:20 am.

Respectfully submitted,
Penny Schry, Administrative Associate-Facilities
11/8/17