

DATE: November 13, 2019

TIME: 9:00 AM

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

PRESENT: Rob Keller, Bill Wingren, Andy Buck, Jim Wise

ALSO PRESENT: Mike Elder – Director of Facilities, Harold Singstock – County Board, Jim Schell – Airport Director, Vicki Schorse – County Board District 15, Vicky Fitzgerald – Finance Director Winnebago County, Brian Defferding – County Board District 6, Audra Hoy – Greater Oshkosh Economic Development Corporation, Jason White – Greater Oshkosh EDC, Christian Gossett – Winnebago County District Attorney Office, Becca Andraschko – Winnebago County District Attorney Office, Carol Morack – Winnebago County Human Services, Kelly Kutz – Winnebago County District Attorney Office, Amy Albright – Oshkosh Visitor’s Bureau, Cathy Cluff – Oshkosh Visitor’s Bureau

ABSENT: Tom Egan

1. APPROVAL OF OCTOBER 9, 2019 FACILITIES COMMITTEE MINUTES

Motion to approve October minutes made by Bill Wingren, seconded by Andy Buck; motion passed 4-0.

2. CORRESPONDENCE – SHARED BY COMMITTEE MEMBERS

No correspondence to be shared.

3. PUBLIC INPUT ON AGENDA ITEMS

Brian Defferding spoke in favor of the Orrin King renovations for the jail diversion program.

Jason White from the Greater Oshkosh Economic Development Corporation expressed support for the airport terminal project.

Amy Albright and Cathy Cluff of the Oshkosh Visitor’s Bureau seconded their support for the approval of the new airport general aviation terminal funding, emphasizing the importance of the airport to visitors to Oshkosh.

4. DISCUSSION AND ACTION ON THE NEW AIRPORT GENERAL AVIATION TERMINAL

Wittman Regional Airport Director Jim Schell presented updates to the committee regarding the new airport general aviation terminal development and asked for an additional \$3,900,000 in funding in addition to the previously approved \$1,100,000. This previous funding is expected to only cover the cost of demolition.

Jim Schell presented a timeline of the project should the committee approve funding. He would meet with Martin Riley November 18th to finalize the floor plan redesign; December 17th for the final funding request before the County Board; January 2020 for the construction documents to be reviewed and submitted; out for bid in March 2020; with construction to begin by May 2020 and mostly completed by June 2021.

Andy Buck asked if these prices were solidified. Jim Schell said it was an estimate but he was confident in the estimate. Andy Buck inquired after federal or sustainability grants. Jim Schell explained the Federal Aviation Administration supplies \$150,000 a year but those funds are for FAA approved projects and already allocated. Mike Elder explained federal grants were tax-based and as a tax exempt government entity we would be ineligible. Sustainability grants were explored with regard to the previous construction of Park View and deemed infeasible for the airport. Jim Schell said the drop in square footage would already go towards saving energy.

Andy Buck inquired about possible future expansion; Jim Schell said there was the capability.

Bill Wingren expressed concern over spending money to build a space for a private business with regards to another car rental service stepping in to replace Hertz Car Rentals. Vickie Fitzgerald said that the approval for the \$3.9 million and the \$1.1 million would be separate resolutions before the County Board to address that concern.

Jim Wise questioned if removing the HVAC unit from the roof to the ground made any difference financially; Jim Schell said no.

Motion to approve funding made by Bill Wingren, seconded by Andy Buck; motion passed 4-0. Rob Keller had spoken previously with Tom Egan who also supported the funding approval.

5. DISCUSSION AND ACTION ON THE SANITARIUM, POOR HOUSE/FARM, AND THE ASYLUM HISTORICAL MARKER

Mike Elder was waiting to hear back from Steve Cummins. He reiterated his recommendation that the marker be placed somewhere on Butler Avenue.

Bill Wingren requested moving on to item 8 for the convenience of the other attendants, the committee moved ahead to item 8 with no objections.

6. DISCUSSION AND ACTION ON USDA LEASE EXTENSION FOR THE COUGHLIN BUILDING

The USDA lease expires in December 2019. Mike Elder recommended the approval of the lease extension.

Motion to approve the lease extension made by Bill Wingren, seconded by Jim Wise; motion passed 4-0.

7. DISCUSSION AND ACTION ON DRAINAGE EASEMENT REQUEST WASHINGTON AVENUE PARKING LOT

Ben Ganther approached us concerning drainage easement for his roof following the road work done to Washington Avenue, requesting use of the Oshkosh Human Services catch basin in their parking lot. Mike Elder expressed liability concerns, recommending disapproval.

Motion to disapprove the easement request made by Any Buck, seconded by Bill Wingren; motion passed 4-0.

8. DISCUSSION OF FACILITY NEEDS FOR THE JAIL DIVERSION PROGRAM

The committee discussed the jail diversion program being situated in the basement of the Orrin King building at 448 Algoma Blvd. The coroner is being moved to the third floor of the County Access Building, giving the jail diversion program 2,200 square feet of space to use. The tunnel between Orrin King and the courthouse is secured from the public and not useable for storage. Mike Elder expressed concerns about moving any walls with regards to building support.

The diversion program could use the conference room on the first floor as a reception area, as Corporate Counsel doesn't use it.

The committee returned to the discussion of item 6 and 7.

9. DIRECTOR REPORT ON DEPARTMENT OPERATIONS

The trailer slab for the Chapter 980 project is complete, the trailer will be delivered Friday November 15th.

The Community-Based Residential Facility construction continues, with some delays due to rain.

The budget was approved by the County Board.

Mike Elder discussed and updated the committee on ongoing projects with the department. The committee had no questions.

10. SUGGESTIONS FOR ITEMS FOR THE NEXT MEETING AGENDA

The committee will discuss any further updates to the jail diversion program (item 8) and the historical marker (item 5).

11. SET NEXT MEETING DATE AND TIME

The next Facilities & Property Management Meeting is December 11, 2019 at 9:00 AM.

12. ADJOURN

Motion to adjourn made by Andy Buck, seconded by Jim wise; motion passed 4-0.

Respectfully submitted,
Alyssa Lockhart, Administrative Associate
11/13/2019