

**DATE:** December 11, 2019

**TIME:** 9:00 AM

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

**PRESENT:** Rob Keller, Tom Egan, Jim Wise, Bill Wingren

**ALSO PRESENT:** Mike Elder – Facilities Director, Steve Binder – District 13, Chuck Hermes – UW Oshkosh, Jim Schell – Airport, Vicky Fitzgerald -- Finance

**ABSENT:** Andy Buck

### **1. Approval of Minutes of the November 13, 2019 Facilities and Property Management Committee**

Rob Keller motioned to approve the minutes, motion seconded by Jim Wise; motion passed 4-0.

### **2. Correspondence – Shared by Committee Members**

None.

### **3. Public Input on Agenda Items**

Steve Binder and Vicky Fitzgerald briefly addressed some questions on the previously approved \$1,100,000 budget approved in 2017 for the Airport's usage.

### **4. Discussion and Approval of Budget Transfer (\$8,000) to Reallocate Funds from Operating Expenses (54024) to Capital Expenses (58004) UWO-FC Budget**

Mike Elder explained this was for HVAC work. Jim Wise motioned to approve, Rob Keller seconded; motion passed 4-0.

### **5. Discussion of Budget Transfer (\$11,000) to Reallocate Funds within Capital Expenses (58004) UWO-FC Budget**

Mike Elder explained this was to inform the committee. Bill Wingren motioned to approve the reallocation, seconded by Jim Wise; motion passed 4-0.

### **6. Discussion and Approval of Capital Project Budget Transfer Request for Additional Design Services (\$183,000) for the General Aviation Terminal Project**

Jim Schell explained in 2016 there was a resolution for up to \$600,000 for the design of a new terminal building. Approximately \$250,000 has been spent. \$183,000 of the remaining funds has been requested for use. Martin Riley came under bid. This would cover redesign cost and construction administration costs.

Tom Egan motioned to approved, seconded by Jim Wise, motion passed 4-0.

### **7. Discussion and Action on New Airport General Aviation Terminal**

The committee reviewed the latest version of resolution 253-122019.

Jim Wise accepted resolution, seconded by Tom Egan; motion passed 4-0.

### **8. Discussion and Action on the Sanitarium, Poorhouse/Farm and the Asylum Historical Marker**

Mike Elder has been in contact with Jim Cummins. The committee discussed a location. The old laundry and boiler buildings are to be razed and might present an opportunity. Mike Elder offered to provide an aerial picture in the future. The committee decided against posting the marker inside Park View and wished to avoid association of the sanitarium and poorhouse with Park View.

### **9. Discussion and Action City of Oshkosh Easement Encroachment for the CBRF**

Some years ago, Winnebago County granted the City of Oshkosh an easement for the city's utilities for \$1.00 along Butler Ave. The driveway for the Crisis Center will go over top this easement requiring an easement encroachment agreement to be approved. Should the City need access to the pipes the County would be solely responsible for repairs to the driveway.

Motion to approve made by Rob Keller, seconded by Tom Egan; motion passed 4-0.

### **10. Discussion of Facility Needs for the Jail Diversion Program**

Mike Elder updated on his meeting with the District Attorney. There will be some ventilation necessary, and investigation into which walls are load bearing. The coroner's office continues to move out from the basement of the Orrin King building and into the County Administration Building.

### **11. Director Report on Department Operations**

Mike Elder provided updates on the 980 project and the CBRF.

Solid Was has inquired about purchasing land previously occupied by the work release center. The committee expressed interest in having someone from Solid Waste come to speak with them. There was some discussion about the procedure for purchasing and selling county owned land within the county, as the county owns Solid Waste but it is its own separate legal entity. They requested information on who pays Solid Waste's pension and salaries.

### **12. Suggestions for Items for the Next Meeting Agenda**

The committee wishes to revisit item 8 (Sanitarium, Poorhouse/Farm and Asylum Historical Marker) and item 10 (Facility needs for the jail diversion program).

### **13. Set next meeting date and time.**

The next Facilities & Property Management Meeting is January 8<sup>th</sup>, 2020.

### **14. Adjourn**

Motion made to adjourn by Jim Wise, motion seconded by Tom Egan; motion passed 4-0.

Respectfully submitted,  
Alyssa Lockhart, Administrative Associate  
12/11/2019