

WINNEBAGO COUNTY BOARD OF SUPERVISORS
Facilities & Property Management Committee

DATE: Wednesday, March 11, 2009

TIME 9:30 AM

PLACE: Facilities and Property Management, 1221 Knapp Street, Oshkosh, WI 54902

PRESENT: Don Griesbach, Chuck Farrey, Tim Hamblin, Jim Koziczowski, Bill Wingren

ALSO PRESENT: Mike Elder-Facilities & Property Management Director, Patty Francour-Information Systems Director, Mark Harris-County Executive

ABSENT: None

Meeting was called to order by Chairman Don Griesbach at 9:30 AM.

APPROVE MINUTES FROM PREVIOUS MEETING: Motion to approve February 11, 2009 meeting minutes as written by Chuck Farrey. Seconded by Tim Hamblin. Motion passed 5-0.

Motion to approve February 26, 2009 minutes as amended by Chuck Farrey. Seconded by Tim Hamblin. Motion passed 4-0 (Bill Wingren abstain due to being excused from meeting)

CORRESPONDENCE: Mark Harris read e-mail correspondence he received from Gordon Hintz regarding the stimulus requests he entered on the Office of Recovery and Investment website. Mark indicated that when he returned to the site to enter the Courthouse Security stimulus request he received the information that the Office of Recovery and Investment website no longer accepts stimulus submissions, but it serves as a clearing house and the decision on who receives the stimulus money is made by the Legislature and Governor. Mark Harris will continue to stay informed and submit stimulus requests to the appropriate individuals.

PUBLIC INPUT ON AGENDA ITEMS: None

DISCUSSION AND ACTION REMODELING PLEASANT ACRES: Mark Harris indicated his decision on which departments to be moved to the remodeled Pleasant Acres has been to increase efficiencies and control costs. Mark also indicated that currently, the departments that would be moved to Pleasant Acres are: Information Systems, Public Health, Second Chance and other county departments that service other county departments to include Finance, County Executive, Human Resources and Facilities (if current property and building is sold at a beneficial rate).

Mark read correspondence he received from Jerry Bougie, Planning and Zoning Director, regarding moving to Pleasant Acres. The correspondence indicated that it would not be beneficial for the department to move because it works closely with Corporation Counsel, the staff needs access to Register of Deeds, staff uses the court system weekly, the Property Lister works closely with the Register of Deeds and Treasurer's offices and the department does serve the public.

Mark also indicated that Family Care, which is a CMO for the developmentally disabled and frail elderly is looking for a location and Pleasant Acres would be a good location. Jim Koziczowski stated that the County would not see a payback from this program in the first two years, but would get the five million invested (in savings annually) within seven years after that.

Patty Francour stated that if the remodeling does happen, she would like to see it all remodeled at one time to decrease costs and make installation easier.

The committee directed Mark Harris to discuss this project with the County Board on March 17th.

DISCUSSION AND ACTION RELOCATING FACILITIES DEPARTMENT: Mike Elder indicated the School District of Oshkosh is still interested in purchasing the property and buildings, which was assessed at \$925,000.00. The committee would like Mike to determine the cost for moving everything and additional needs for the department (garage, etc.) and report back to the committee on the estimated cost.

DISCUSSION AND ACTION ON COURTHOUSE SECURITY: Mike Elder shared with the committee that the current duress button system in the Courthouse is from the 1970's and is non operational due to the inability to get parts to fix it. The committee would like to discuss with the Judges and Sheriff Brooks if it would be feasible to hire one more Deputy Sheriff for the Courthouse instead of applying for the Courthouse Security stimulus, which would create the need for at least two full time Deputies if received. By adding one more Deputy and not doing the addition, it would be approximately \$65,000.00 per year for payroll and benefits. Mark Harris also indicated that Family Court and Human Services are the greatest risks for incidents to happen.

DISCUSSION AND ACTION ON COURTHOUSE ROOF REPLACEMENT FUND TRANSFER REQUEST, \$350,000:

Mike Elder indicated the cost for design and construction to replace the roof at the Courthouse is approximately \$350,000.00. The fund transfer is to request the funding necessary for the roof repairs that are identified in the 5 year capital plan. The roof is approximately 35 years old and has reached the end of its serviceable life and there are numerous areas of deterioration with moisture and rain entering the building envelope. The project will begin this Spring and the cost for replacement is more than normal due to the roof antenna and no pedestals currently on the roof equipment.

Chuck Farrey made a motion to approve the fund transfer request of \$350,000.00 for the Courthouse roof replacement. Tim Hamblin seconded. Motion passed 5-0.

DISCUSSION AND ACTION ON COUNTY FACILITIES MAINTENANCE: Mike Elder indicated there are gray areas of maintenance in the County buildings that are not currently under the Facilities jurisdiction and committee. The committee decided that the Facilities Department should be doing all building structure related issues for all County owned buildings. Mark Harris suggested taking one step at a time, give one year of shifted responsibilities and then see how it is going.

MIKE ELDER REPORT ON DEPARTMENT OPERATIONS: Mike went through the project list that was mailed to committee members.

CHAIRMAN REPORT: No report

ADJOURN: Tim Hamblin made a motion to adjourn at 11:46 AM and seconded by Chuck Farrey. Motion passed 5-0.

Respectfully submitted,
Chris Kinderman
Secretary, Facilities and Property Management
3/11/09