

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

DATE: Wednesday, October 8, 2014

TIME: 9:30 AM

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

PRESENT: Tim Hamblin, Bill Wingren, Bill Roh, Tom Egan and Chuck Farrey

ALSO PRESENT: Mike Elder-Facilities & Property Management Director, Morgan Hinkley – Park View Administrator, Patty Francour – Info Systems Director, Peter Moll – Airport Director, Tom Widener – District 9, Joel Rasmussen – District 31, Maribeth Gabert – District 12, Robert Warnke – District 21, Tom Konetzke – District 1, Robert Keller – District 32, Harold Singstock – District 23, Jenifer Jensen – Wittman Marketing, Chris Hallstrand – Airport, Guy Hegg – District 27, Mary Garcia – Basler, and John Raebe – Solid Waste Director.

Excused: Kenn Olson

Joint Meeting was called to order by District 7, Committee Chairman, Bill Roh at 9:30 AM.

APPROVE MINUTES FROM PREVIOUS MEETING: Motion to approve September minutes by Tom Egan, and 2nd by Chuck Farrey, motion passed 5-0.

CORRESPONDENCE: None

PUBLIC INPUT ON AGENDA ITEMS: None

CHAIRMAN REPORT: Bill will comment on the items when they come up in the agenda.

DISCUSSION OF AIRPORT ADMINISTRATION BUILDING: Peter stated that the preliminary design was done with Omni, that contract is done and paid. Now they are in the process of putting together an RFP to send out so they can evaluate other designs and costs. The location has been determined and will be located close to Basler hanger. They are looking to have space for the FBO, a rental car agency, a community room, and pilots lounge. The FBO and rental car agency will pay rent. Bill Wingren doesn't think that there needs to be a rental car agency in the Airport. Fond du Lac Airport does not have a rental car agency on site. Chuck Farrey asked if the Fond du Lac Airport was the model Airport why are you looking for 16,000 sq ft when the Fond du Lac Airport is roughly 9,000 sq ft. Peter replied that Omni did the Fond du Lac Airport and they said to come look at the Airport and see if this is something that may work for you. It was not meant to be an exact replica. Tom Egan asked what the sq ft is of the existing building. Mike replied that it is over 30,000 sq ft and only a 1/3 of it is being used. Tom Egan asked why they want a 2 story building. Peter said that a 2 story building will allow them to see what is happening on the grounds; sometimes they see things before the Tower sees them. They have seen dogs and other animals on the runways. Bill Roh said that they recently spent a million dollars on a fence, how are animals still getting in? Chris Hallstrand said that the animals can get in through the fence and they are also areas like gates where they can get in. Bob Warnke said another reason for a 2 story building is so that the administration can be on the 2nd floor while the pilots lounge and community room are on the 1st, to keep those areas separate. Bill Roh asked if they currently have a pilots lounge and how often is it used. Mary Garcia from Basler said yes they currently have a pilots lounge and it's used every day. MariBeth Gabert said they are not locked into Hertz car rental agency, Hertz approached them about they wanted to be in the new building. It was asked if the County spent money on Omni. Chris replied, yes. It was asked if the hotel pays taxes, yes. Does Hertz, no. Mike said that should be looked at. Joel Rasmussen stated that the car rental agency is an Airport related business. Guy Hegg asked if the user ship of the Airport is declining. Chris said that it has declined as far as take off/landings. The tenant side has not gone down. FVTC has full classes however they have a flight simulator on campus which declines some take off and landings. It was asked how many take off and landings did the Airport have last year? Bill Roh read the report and take off and landings have decreased over the years, it was 100,000 and steadily declining to 60,000 over the years. Guy Hegg asked if the new boiler was put in. Mike said yes it's installed. Guy Hegg asked why the whole parking was plowed when it snowed when the whole parking lot isn't being used. Chris said that is something they can talk about for this upcoming snow season. Harold Singstock said that we need to look at the whole 5 year capital project plan, not just one piece of it. We need to look at needs vs. wants and set priorities. Jenifer Jensen was hired on by the Airport for Marketing. They currently have 3 businesses lined up for the Aviation Park, two on the County side and one on the City side. She also stated that the demolition of the building is included in the \$5-6 million number. WEDC has grant money that can help develop new businesses. Wittman Airport is the 3rd busiest Airport in the State, 1st for non commercial Airport. Bill Wingren said that the number of take off and landings include FVTC and EAA, what are the numbers without those included. Chris said that all Airports have those types numbers included. Chris will talk with FVTC to see what their numbers are and subtract those numbers for the Committee. Bill Wingren also said that EAA says that they have between 500,000 – 1,000,000 people attend each year but it's more like 250,000. Chris agrees with that number. Tom Egan said that we need to think of it as a business that is using our Airport. Harold Singstock asked if it has ever been discussed to have an outside company come in and run the Airport. Chris said no.

Peter Moll left meeting at 10:00. Joel Rasmussen left meeting at 10:25. MariBeth Gabert left the meeting at 11:00. Motion to adjourn the joint meeting at 11:05 made by Chuck Farrey and 2nd by Tim Hamblin, motion passed 5-0.

DISCUSSION ON SOLID WASTE DEPARTMENT EMERALD ASH BORER PLAN: Mike stated that the wood waste will be taken to Solid Waste. John Raebe said that this topic will be on their agenda in November. No discussion has occurred yet. John did say that they have a grinder that would work for the trees.

DISCUSSION AND POSSIBLE ACTION ON UW EXTENSION STORAGE BUILDING: Tom Widener wanted to discuss the comment made that this Committee was misled by the project, how/why? Bill Roh stated that in the last meeting Mike laid out a drawing of where the building was going to be located and what was going in the building. Chuck said that one of the primary reasons for the building was for storing pizza making equipment in a sanitary location. Tom said that they found a place for the pizza equipment before this project was approved and the project was amended. Chuck stated that there was just a communication issue. Mike said that he has gotten approvals from the City and this will be going out for bid. Site visit will be October 21st with bids due back on October 29th. The plowing and grounds will be under Parks jurisdiction and the building maintenance will be under Facilities. Guy Hegg is to email Bill Roh and Chuck Farrey pictures of equipment from the old east garage on the Fair Grounds. Tom Egan said that a new building is cheaper than fixing the old buildings.

DISCUSSION AND ACTION ON PARK VIEW STORM WATER PROJECT: Mike met with Rob Way and the County Executive. Parks will pay for \$13,000 of the cost.

DISCUSSION AND APPROVAL FOR BUDGET TRANSFER OF \$50,000 FOR PARK VIEW STORM WATER PROJECT: The remainder of the project will need to come out of the general fund. Chuck asked if the new pipe will go into the Town of Oshkosh. Mike said that it is 400' of 36" conduit and if it goes into the Town of Oshkosh they will get the required permits. Motion to approve made by Bill Wingren, 2nd by Chuck Farrey, motion passed 5-0.

DISCUSSION OF WORK RELEASE CENTER: It was asked how much the building is costing the County, \$45,000-50,000/year. Bill Roh said that County is looking at renting a walk in clinic across from Festival Foods which will cost \$72,000/year. Can't they use the Work Release Center for the walk in clinic? Chuck thinks the building should be used for more than storage. Tom asked if the building could be used for whatever we want or if a grant was used that would limit the options of use. Mike said it can be used for whatever we want. Harold Singstock asked how long until we need to start making repairs on the building. Mike said now. Guy Hegg stated that he is not sure if the walk in clinic is a good idea or not but it's great that the concept is out there. He thinks that the clinic will be approved at the location that they are looking at, but this building still needs to have a purpose.

DISCUSSION OF COURTHOUSE SECURITY REPORT: Bill Roh would like to invite groups of people to discuss this on our agenda for the next few months to get their opinions of the study. Tom Egan asked who ordered the study to be done. Mike said the County Board Chairman asked for someone to come in and give a report/study. Tom also asked why the DA is concerned about the report. Bill Roh received an email from the DA and read a few sections to the Committee. Bill Wingren said the presentation was done well, completely unpredicted. Chuck Farrey thought the report was extremely ambitious. Tim Hamblin asked about the security cameras that were approved awhile ago, why there was a stop on that. Mike said the Sheriff said to wait. Guy Hegg didn't agree with the grand plan and is not against starting over. Tom Konetzke asked if the study was for security or efficiencies. He doesn't see a problem with asking people for their thoughts on the study. Chuck said that the judges and clerk of courts were interviewed before and during the study for their input. Chuck would like to hear the DA's concerns. Harold Singstock asked about the 3 year lease that was signed with the City and when that is up. Mike believes it's the end of this year. Harold said that this was suppose to be resolved in that 3 years so we could get those people over to the Courthouse. Bill Roh's suggestion to invite people from the Courthouse to discuss the study did not receive support. Bill Wingren needs time to think about the Courthouse Study before inviting people to come discuss. Bill Wingren and Chuck Farrey would like to see the email that the DA sent Bill Roh, Bill Roh will send it to all the Committee members.

DISCUSSION 2014 DEPARTMENTAL BUDGET: Mike said that we are below budget. There were no questions.

DIRECTOR REPORT ON DEPARTMENT OPERATIONS: Mike had mailed out the list of projects, the projects are moving along. The City will not be using the salt sheds here at Facilities after this snow season.

SUGGESTIONS FOR ITEMS FOR THE NEXT MEETING AGENDA: Courthouse Security discussion

SET DATE AND TIME FOR NEXT MEETING: The next Facilities and Property Management committee meeting will be held on Wednesday, November 12, 2014 at 9:30 am at the Facilities and Property Management, 1221 Knapp St, Oshkosh, WI 54902

ADJOURN: Motion to adjourn by Chuck Farrey, 2nd by Tom Egan, motion passed 5-0 at 12:16 pm.

Respectfully submitted,
Penny Schry, Administrative Coordinator 10/9/14