

**SPECIAL ORDERS SESSION  
WINNEBAGO COUNTY BOARD MEETING  
TUESDAY, JANUARY 2, 2024**

**CALL TO ORDER**

Chairman Thomas Egan called the meeting of the Winnebago County Board of Supervisors to order at 6:05 P.M. from the Winnebago County Courthouse, 415 Jackson Street, Oshkosh, Wisconsin and virtually by ZOOM.

**ROLL CALL**

The following Supervisors were present: 34 – Dowling (via ZOOM), Nichols (via ZOOM), Borchart (via ZOOM), Eisen, Horan, Ellenberger, Wise, Nussbaum, Stafford, Albrecht, Gabert, Binder, Swan, Robinson, Floam, Gordon, Ponzer, Belville, Ernst (via ZOOM), Hinz, Zellmer, Schellenger, Buck, Powers, Hanson, Cox, Bureau, Farrey, Harrison, Zastera, Egan, Jeziorny, Nelson and Miller; Excused: 2 – Defferding and Gustafson.

**PLEDGE OF ALLEGIANCE**

The meeting was opened with the Pledge of Allegiance.

**INVOCATION**

Invocation by Supervisor Karen Powers

**ADOPT AGENDA**

Motion by Supervisor Albrecht, seconded by Supervisor Ellenberger, to adopt the agenda for tonight's meeting.  
CARRIED BY VOICE VOTE.

**PUBLIC COMMENTS**

There were no public comments.

**COMMUNICATIONS, PETITIONS, MEMORIALS, ACCOUNTS, COMMENDATIONS, ETC.**

Julie Barthels, Winnebago County Clerk, presented the following communication:

1. The following Notice of Claim has been referred to the Personnel & Finance Committee:
  - Notice of Claim from Ronald Recla, his cell phone was stolen while he was in jail.

**REPORTS FROM COMMITTEES, COMMISSIONS & BOARDS**

Supervisor Powers made a comment regarding the drawers at their seats. Ms. Powers wanted to go on record and state that there has to be a better way to handle the drawers at their seats. The County Clerk's office shouldn't have to open and unlock the drawers at the beginning and the end of the meetings.

Supervisor Farrey informed everyone that there will a Legislative Committee meeting taking place on Monday, January 22, 2024, beginning at 8:30 a.m. at the J.P. Coughlin Center.

**COUNTY EXECUTIVE APPOINTMENT**

**Winnefox Library Board**

Executive Doemel asked for the board's approval of his appointment of Mark Arend, Oshkosh to the Winnefox Library Board. This is a three-year term which expires December 31, 2026.

Motion by Supervisor Binder, seconded by Supervisor Gordon to accept. CARRIED BY VOICE VOTE.

**COUNTY BOARD CHAIRMAN'S REPORT**

County Board Chairman Egan reported on the following topics:

- Supervisors Nichols, Borchart, Defferding, Ernst and Gustafson are excused from tonight's meeting.
- Chairman Egan hoped everyone and their families had a "Merry Christmas" and wished them a "Happy New Year".

**AGENDA ITEMS**

**1. Facility Condition Assessment – Mike Elder – Director of Facilities & Property Management**

Mike Elder, Facilities & Property Management Director, presented a brief overview of the 2023 Facility Condition Assessment to the board.

The County hired McKinstry to review all the County buildings except for the Fox Cities Campus. A total of 113 buildings were accessed for their condition and took about 4 months to complete. The results of the assessment provided the following information: overall condition of the buildings; overall condition of the building components; a schedule of outstanding and future repairs; and an opinion of probable cost for the repairs. Mr. Elder discussed the

projected repair costs, yearly expenditures, and the facility condition ranking. The assessment report provided the input for the building capital plan. The next few years will be seeing a large need for capital investment.

The Facilities and Property Management 2024 Capital Improvement Plan projects include:

- Coughlin Building Boiler Replacement
- Courthouse Fall Protection Install
- Courthouse 4<sup>th</sup> Floor Ceiling Repairs – Room 410 County Board Room
- Neenah Human Services Building Boiler Replacement
- Roof Replacement Program – Neenah Human Services Roof
- Masonry Repair Program – David W. Albrecht Administration Building Masonry Repair
- David W. Albrecht Administration Building and True Academy Roof Replacement

Additional information is available in the Executive Capital Improvement Plan 2024 handout, pages 8-18.

Mike Elder, Facilities & Property Management Director, spoke briefly on the UW Oshkosh Fox Cities Campus projects that are included in the Executive Capital Improvement Plan 2024:

- Boiler System Replacement, 1800 Wing
- Roof Top Air Handling Unit (AHU) Replacement for the Art/Music Wing

Kurt Leibold, Acting Vice Chancellor, was in attendance to answer any questions relating to the projects for the UW Fox Cities Campus.

Additional information is available in the Executive Capital Improvement Plan 2024 handout, pages 42-43.

Mr. Elder then took questions from the board. A copy of this presentation is available in the County Clerk's Office.

**2. Update on 2023 Hangar Project and Presentation for Airport Fire Station 14 and Truck Replacement – Jim Schell – Airport Director**

Jim Schell, Airport Director, presented an update on 2023 Hangar Project and a presentation for the Airport Fire Station 14 and Truck Replacement Projects to the board.

East General Aviation (GA) Area T-Hangar Project

Mr. Schell updated the board on the East General Aviation (GA) Area T-Hangar Project Scope. The hangar space is full and there is a waiting list of 60+ prospective tenants. Mr. Schell shared details of the project that had taken place this past year and what is still expected for 2024. This included the removal of 5 existing hangars; grading the entire site for proper drainage and functionality; constructing 20 new units in two buildings of 10 units each and a public use restroom; constructing new aircraft parking aprons & taxi lanes; and preparing 6 shovel ready pad sites for future development. Overall total construction costs \$4.3 Million which 1.3 Million would consist of Federal/State grant funding and 3 Million of County Funding.

Airport Fire Station – Station 14

As part of the County Executive's Capital Plan is a request for design funding on replacement of the airport's fire station. The fire station on the field was built in 1974 and since that time, it has been operated by a joint-use agreement between Winnebago County and the City of Oshkosh. The Airport Fire Station is nearing the end of its useful life and is no longer adequate for modern fire-fighting requirements and standards. This project would construct a new fire station adjacent to the existing one on Knapp Street. Winnebago County has a great partnership with the City of Oshkosh and it has worked out well for many years. The county is re-evaluating the joint-use agreement to the best of their ability to get the best operating agreement going forward. At this point in time, Mr. Schell is requesting funding for the design of a new station.

Aircraft Rescue & Fire Fighting (ARFF) Truck Replacement

Currently, the county has three vehicles at the airport and fire station, two larger trucks and then one smaller truck. Mr. Schell is requesting a replacement for the existing 1986 Oshkosh T-1500 with a new Oshkosh Striker. The existing truck is 37 years old and it is difficult to acquire parts. Mr. Schell stated that during the EAA Venture, they have a real need for both of these large 1500 gallon trucks to cover what they call the ARFF index for the event and for the type of commercial service that they do see during the event.

Additional information is available in the Executive Capital Improvement Plan 2024 handout, pages 5-7.

Mr. Schell then took questions from the board. A copy of these presentations are available in the County Clerk's Office.

**3. Parks Department 2024 Projects – Adam Breest – Director of Parks & Expo Center**

Adam Breest, Parks & Expo Center Director, presented and discussed the Parks Department 2024 Projects. The projects include:

- Sunnyview Exposition Center West Campus Engineering – Hire an engineer to narrow down the design, scope, and cost for the Sunnyview Exposition Center West Campus Improvements. These improvements consist of installing a new pond; pulverize, resize, and pave main lot; replace parking lot and entrance lighting; reroute and pave entry road; new entrance sign; historic archway; redesign drop off at front of main expo building and

additional gravel, electric, and camping pedestals near County Road Y. The total cost of this project is \$443,254.

- Shelter's 1, 2, and 4 Repairs and American Disability Act Updates (ADA) – Repair and update the existing 4 shelters for ADA compliance, safety and longevity. These would include replacing the asphalt pad with a concrete pad; replacing the asphalt access path to concrete; replace bathroom doors and widen entries; remove partitions in the bathrooms; seal the bathroom and kitchen floors; sandblast and paint the steel beams; convert lighting to LED; repair and replace soffit around shelters 1 and 2; and install ceiling in shelter 4 and replace siding. The total cost of this project is \$250,000.
- Parks Paving Project (Community Park, Jerry Finch, and Boom Bay) – Perform several paving projects. These include pulverizing and repaving 2 adjacent roads to Shelter 1 and 1 adjacent road to Shelter 4; removing parking lot across from Best Friends Dog Park; pulverizing and repaving service road and also fix culverts; seal community park trail; grade and pave Jerry Finch Winnebago County Dog Park entry drive and parking lot; and pulverize and pave Boom Bay Boat Landing parking lot. The total cost of this project is \$487,000.
- Sunnyview Exposition Center Room Dividers – Replace the room dividers in the Sunnyview Exposition Center South Wing and Center Hall. The room dividers are original with the building and they can no longer find parts for the room dividers. The dividers are utilized by many paid renters in order to divide into breakout rooms. The dividers are also utilized so they can book multiple renters at one time (dividers for center hall and west wing for example). The total cost of this project is \$150,000.
- Sunnyview Exposition Center Seal Floor – Seal the Expo Floor. The main hall, west wing, front entrance, and vestibule areas need to be resealed. The front entrance and vestibules are further behind than the main hall and west wing. They have many users who utilize this space. It is the first impression as someone walks into the building. The joints also need to be caulked and filled. The total cost of this project is \$200,000.

Additional information is available in the Executive Capital Improvement Plan 2024 handout, pages 33-41.

Mr. Breest then took questions from the board. A copy of this presentation is available in the County Clerk's Office.

Supervisor Eisen made a motion to postpone this presentation/meeting to the first Tuesday of February; February 5, 2024, at 6:00 pm, at a Special Orders Session. This motion did not have a second. Therefore, the meeting continued.

#### **4. Winnebago County Highway Department Capital Improvement Plan 2024 – Bob Doemel – Highway Commissioner**

Bob Doemel, Winnebago County Highway Commissioner, presented the 2024 Highway Department Capital Improvement Projects to the board. The projects include:

- CTH P (Midway Road to STH 47) – The segment of road between STH 47 and Midway Road involves designing and constructing the roadway to current standards. CTH P is in need of reconstruction. The current two lane rural cross section between STH 47 and Midway Road does not function effectively; numerous driveways to multiple businesses are causing issues with drainage. The pavement is failing and is inadequate to handle the current traffic. Requesting \$600,000 for the purchase of a right of way.
- CTH II (CTH CB – Clayton Avenue) – Milling the existing roadway and installing an asphalt overlay to improve the paved surface which is deteriorating and in need of improvement. Requesting an additional \$135,000 to complete the project. \$107,724 LRIP funding will be received upon project completion.
- CTH S (Ryf Road to STH 116) – Milling the existing roadway and installing an asphalt overlay to improve the paved surface which is deteriorating and in need of improvement. Requesting \$1,573,082 to complete the project. \$393,662 LRIP funding will be received upon project completion.
- CTH MM (CTH II to Richter Ln) – Milling the existing roadway and installing an asphalt overlay to improve the paved surface which is deteriorating and in need of improvement. A box culvert will also be installed. Requesting \$1,699,259 to complete the project. \$444,104 LRIP funding will be received upon project completion.
- CTH HH (CTH AH to West Co Line) – Pulverizing the existing asphalt pavement, installing a new asphalt surface and minor drainage improvements. Requesting \$450,000 to complete this project.
- Miscellaneous concrete repairs – Some areas have concrete panels of roadway that have spalled, cracked, or have settled, creating conditions of unsafe travel or an extremely rough riding surface. These areas of failure are among the following sections of county roads: CTH A, CTH AA, CTH AP, CTH CB and CTH II. The project would include removing/replacing failed panels and filling small concrete spalls with a hot asphalt material. This will be part of an annual concrete repair program to ensure safe driving conditions on our concrete roads. Requesting \$300,000 to complete this project.

Additional information is available in the Executive Capital Improvement Plan 2024 handout, pages 21-32.

Commissioner Doemel then took questions from the board. A copy of this presentation is available in the County Clerk's office.

**5. Executive Capital Improvement Plan 2024 – Jon Doemel – County Executive**

County Executive Jon Doemel made a quick correction. The Second Chance school have changed their name to the True Academy. They felt it was more uplifting for the students than Second Chance.

County Executive Jon Doemel presented a brief overview of the Capital Improvements Plan (CIP) for 2024. He stated it is very important in the capital plan that we keep it around \$10 million every year. That is what Baird recommends that we do to make sure our levy remains flat.

Mr. Doemel mentioned that Facilities Director, Mike Elder, will be bringing forward, with the Executive's approval, a Spirit Fund ask for a master plan to help us better understand what our space needs and uses are throughout the county and where efficiencies can be found. He also stated that in the Facility Condition Assessment, there are some department buildings that may need to be addressed or coming due at the same time. They will need to prioritize and decide which buildings come first, second and so forth so they can smooth it out the best way they can.

Mr. Doemel also stated that they did a deep review of the Highway maintenance schedule. They have determined that they are doing an appropriate amount of roads every year to keep up so those don't fall behind.

County Executive Doemel informed everyone that he wanted to be sure there was an appendix in the CIP Book.

Executive Doemel then took questions from the board.

Motion by Supervisor Albrecht, seconded by Supervisor Stafford, to adjourn until the Board's next meeting on Tuesday, January 16, 2024, at 6:00 p.m. The meeting was adjourned at 9:50 p.m.

Submitted by:  
Cassie J. Smith-Gregor  
Winnebago County Deputy Clerk

State of Wisconsin)  
County of Winnebago) ss

I, Cassie J. Smith-Gregor, do hereby certify that the foregoing is a true and correct copy of the Journal of the Winnebago County Board of Supervisors for their Special Orders Session meeting held January 2, 2024.

Cassie J. Smith-Gregor  
Winnebago County Deputy Clerk