

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

DATE: January 18, 2023

TIME: 9:00AM

PLACE: 1221 Knapp Street, Oshkosh and virtually via Zoom

PRESENT: Andy Buck, Tom Egan, E. Michael Robinson, Thomas Swan, Jim Wise

ALSO PRESENT: Mike Elder – Facilities Director, Mary Anne Mueller – Corporation Counsel, Laura Forbes - Purchasing

ABSENT: Jim Wise (excused)

1. Approval of Minutes of the December 21, 2022 Facilities and Property Management Committee

A motion to approve the minutes was made by Mike Robinson, seconded by Tom Swan; motion passed 4-0.

2. Correspondence – Shared by Committee Members

None.

3. Public Input on Agenda Items

None.

4. Discussion of Responsible Bidders/ Contractors and County Role

Mike Elder, Mary Anne Mueller, and Laura Forbes were available to answer questions for the committee.

5. Discussion and Approval of a Ground Lease for the American Tower Located on the UWO-FC Campus

The lease expired in July. Mike Elder updated the committee on the increase, terms and Outagamie County's approval. A motion to approve the lease was made by Tom Egan, seconded by Mike Robinson; motion passed 4-0

6. Discussion and Approval of a Budget Transfer Request (\$230,000) for Emergency Repairs to the Oshkosh Human Services Building Public Elevator

Mike Elder updated the committee on the need for the addition with regards made to comments during last night's County Board. Mike Robinson made a motion to approve the transfer, seconded by Tom Swan; motion passed 4-0.

7. Discussion of Building Assessment Study

Mike Elder reviewed the bids and has sent them down to Administration with his recommendations. County Executive Jon Doemel will proceed with the selection process from there, including any committees created to review and any of the firms will be interviewed.

8. Discussion of 980 Housing Project

Mike Elder updated the committee. The City of Oshkosh lowered the number of structures for the conditional use permit from eleven to eight structures. The County has recently received word of another individual petitioning for release under the 980 program.

9. Discussion on Shelter Care Project

The County purchased the building at 2831 Harrison Street early January. Mike Elder will be meeting with an architect regarding various projects for the site.

10. Discussion on Boathouse Project

Mike Elder explained there is an issue with the dirt removal on site; the DNR has requested further soil testing.

11. Director Report on Department Operations

Mike Elder updated the committee on department operations and the 2022 budget. The USDA came back with new stipulations in the proposed lease. Some projects are being deferred until the completion of the county-wide building assessment.

12. Suggestions for Items for the Next Meeting Agenda

The committee would like to revisit items 4, 6, 7, and 8.

13. Set next meeting date and time

The next committee meeting will take place February 22nd at 9:00AM.

14. Adjourn

A motion to adjourn was made by Mike Robinson, seconded by Tom Swan; motion passed 4-0.

Respectfully submitted,

Alyssa Lockhart, Accounting Associate – Facilities

1/25/2022