

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

**DATE:** September 28, 2022

**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

**ABSENT:**

**1. Approval of Minutes of the August 24, 2022 Facilities and Property Management**

A motion to approve last month's minutes was made by Jim Wise, seconded by Mike Robinson; motion passed 5-0.

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

Mike Elder answered the committee's questions on a departments ability to use the funds approved in their budget if some projects came in under budget.

**3. Public Input on Agenda Items**

None.

**4. Discussion and Approval of a Budget Transfer (\$87,924) from the General Fund for the replacement of Three (3) Water Heaters at Park View Health Center**

Mike Elder explained the original water heats are fourteen years old and were installed at the same time. #3 has developed a leak and there is no longer supportor parts being manufactured. Park View Health Center is currently operating on two water heaters, but would not be able to support resident capacity if it dropped to one. The installation would be contracted out and done in phases to avoid disruption. A motion to approve the transfer was made by Mike Robinson, seconded by Thomas Swan; motion passed 5-0.

**5. Discussion and Approval of an Easement Request from American Transmission Company (ATC) at Winnebago County Maintenance Facility**

Records indicate there is no current easement. ATC would compensate us with \$7,100. A motion to approve the request was made by Mike Robinson, seconded by Tom Egan; motion passed 5-0.

**6. Discussion of Ownership at UWO-Fox Cities**

There is a discrepancy with the computer records and those filed with the Register of Deeds in 1959. Both Outagamie and Winnebago own the parcel with a 50/50 split. Despite the parcel itself being in Winnebago County this means Outagamie County will be eligible to do work on the parking lot.

**7. Update on King Building Mother's Room**

The diversion program requested we relocate the mother's room to the old employee break room in the basement. This would save costs and it would still be available to both employees and the public.

**8. Discussion of 2023 Facilities Budget**

The department has met the County Executive's target. Mike Elder went over the budget and answered questions.

**9. Update of 980 Housing Project**

There was a meeting with the City of Oshkosh yesterday. The City continues to support the project. Mike Elder shared preliminary designs and answered questions.

**10. Director Report on Department Operations**

Mike Elder reviewed operations with the committee. The Park View training building should be complete by the end of October. The Sheriff Department's boathouse project can proceed as soon as WPS pulls their meters. The USDA bids came in low but they are requesting more information.

**11. Suggestions for Items for the Next Meeting Agenda**

The committee would like to discuss the ADRC's acquisition of 2831 Harrison Street, the USDA lease, and any updates on the 980 housing project.

**12. Set next meeting date and time**

The next committee meeting will be October 26<sup>th</sup>, 9:00AM, at 1221 Knapp Street.

**13. Adjourn**

A motion to adjourn was made by Tom Egan, seconded by Jim Wise; motion passed 5-0.

Respectfully submitted,

Alyssa Lockhart, Accounting Associate – Facilities

9/30/2022