

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

**DATE:** October 26, 2022

**TIME:** 9:00AM

**PLACE:** Shelter Care Facility at 2831 Harrison Street, Oshkosh WI

**PRESENT:** Andy Buck, Tom Egan, Thomas Swan, Jim Wise

**ALSO PRESENT:** Mike Elder – Facilities Director, Bill Topel – Human Services Director, Annette Beattie - Human Services, Mike Norton – District 20 Supervisor

**ABSENT:** Mike Robinson

**1. Approval of Minutes of the Facilities and Property Management Committee**

A motion to approve the September minutes was made by Tom Egan, seconded by Jim Wise; motion passed 4-0.

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

None.

**3. Public Input on Agenda Items**

None.

**4. Discussion of County Farm Historical Marker**

Mike Elder has a meeting with Randy Domer of the Winnebago Historical Society on November 8<sup>th</sup> to settle on the final location for the marker. All materials are in hand and ready for instillation.

**5. Discussion And approval of a Capital Plan to Purchase a Shelter Care Facility, 2831 Harrison Street, Oshkosh, WI for \$700,000 plus an Additional \$300,000 in Renovation Costs with either a Transfer from the Undesignated Funds or an Advance from the General Fund to be Reimbursed with a Subsequent Bond Issue**

The committee was given a tour of the facility. The building is being sold by Lutheran Social Services and is currently licensed to take in 8 youths ages 10 to 17. Mike Elder provided an explanation of the expected renovation costs, and a comparison of costs if the county were to build a similar facility from scratch. The facility will come already furnished, zoned, and licensed for its purpose and Bill Topel explained they have budgeted for further positions to staff the facility. The building can be licensed for as many as 16 young people and has additional space upstairs if an elevator or lift were installed. The committee discussed and Bill Topel and Mike Elder were available to answer questions. Tom Egan made a motion to approve the purchase, seconded by Tom Swan; motion passed 4-0.

**6. Discussion and Approval of a Capital Project and Budget Transfer (\$175,000) for the Replacement of the Air Conditioning Chillers for the Neenah Human Services Building with either a Transfer from the Undesignated Funds or an Advance from the General Fund to be Reimbursed with a Subsequent Bond Issue**

Mike Elder provided information on the project. The chillers are both from 1994 with a 15 to 20-year life expectancy. One has developed a new leak in an area that cannot be accessed for repair, and the refrigerant is discontinued. Andy Buck made a motion to approve the transfer, seconded by Jim Wise; motion passed 4-0.

**7. Discussion and Approval of WPS Easement for Park View Training Center**

A motion to approve the easement was made by Tom Egan, seconded by Tom Swan; the motion passed 4-0.

**8. Director Report on Department Operations**

Mike Elder updated the committee and answered questions. The Park View training and storage facility should be complete at the end of the month. The 980-housing project will go before the City of Oshkosh's Plan and Review committee next week, then the City Council in December, and from there out to bid. The department has not received many remodeling requests for 2023. There have been some improvements in staffing.

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

The committee would like to revisit the building study project.

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

The next committee meeting will be November 30<sup>th</sup>, 9:00AM, at 1221 Knapp Street.

**11. Adjourn**

A motion to adjourn was made by Jim Wise, seconded by Andy Buck; motion passed 4-0.

Respectfully submitted,  
Alyssa Lockhart, Accounting Associate – Facilities  
11/01/2022