

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

**DATE:** Wednesday, January 8, 2014

**TIME:** 9:30 AM

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

**PRESENT:** Tim Hamblin, Bill Wingren, Lawrence Kriescher, Bill Roh and Chuck Farrey

**ALSO PRESENT:** Mike Elder-Facilities & Property Management Director, Larry Last – Citizen, and Debbie Last – Citizen, Jim Eagon – UW Fox Valley Business Manager, Patty Francour – Information Systems Director, Mark Harris – County Executive, and Guy Hegg – District 27 Supervisor.

Bill Roh asked to be excused from the February meeting.

Meeting was called to order by District 10, Committee Chairperson, Tim Hamblin at 9:30 AM.

**APPROVE MINUTES FROM PREVIOUS MEETING:** Motion to approve 1<sup>st</sup> Bill Wingren, 2<sup>nd</sup> Larry Kriescher, motion passed 5-0. Bill Roh asked if there was a status update on the RFP that was submitted to Mark Harris for the management of Tri County Ice Arena. Mark Harris said that there were changes that need to be made and he will revise the RFP and have it ready for next months meeting, however that does not mean that he will send it out for quotes. Bill Roh would like the Discussion and Possible Action of a 5 year lease agreement of the Tri County Ice Arena put on the March agenda.

**CORRESPONDENCE:** Mike received the grant in the amount of \$500.00 from ATC for tree planting. There were several companies that applied for the grant so ATC divided the \$5,000 grant up equally amongst the companies. The DNR grant was delayed in awarding the grant til January sometime. We were informed unofficially that we won the grant. This grant is for inventorying our trees.

**PUBLIC INPUT ON AGENDA ITEMS:** Larry Last would like to get the public's input on the Airport Terminal replacement. Larry also commented that he noticed that Parks Dept is kind of segregated and he would like to see all the departments work together. Guy Hegg said that the agenda is pretty broad. He said that this Committee has a lot of jurisdiction and he would like to see the Committee do more. For example the UWEX & Parks Storage issue, nothing happened for 18 months and now finally there is a resolution to put up a pole building for \$150,000. Guy also stated that the board has authority to move forward on an RFP.

**DISCUSSION AND APPROVAL OF UW FOX VALLEY ROOFING REPLACEMENT CAPITAL PROJECT:** Jim Eagon passed out a hand out of the buildings at UW Fox Valley, the roofs highlighted in pink are the roofs that need replacing. In 2011 they came up with a capital plan for the 2014 budget and have a projected cost of \$590,000 for replacement of 66,620 sq ft. This project is currently out for bids and is due back January 23, 2014. Bill Wingren expressed that this plan was put together well. Bill Wingren made a motion to approve, 2<sup>nd</sup> by Bill Roh, passed 5-0.

**DISCUSSION OF AIRPORT ADMINISTRATION BUILDING/TERMINAL REPLACEMENT:** Mike doesn't have any new information. Airport is still researching their options. Bill Wingren asked Larry Last if he could elaborate what happened in the meeting this morning. Larry Last said that the Airport is working with Omni and Omni is working on 7 different options. (1) Repair the roof (2) Tear down the building (3) Build a new terminal with Champco, etc. Wisconsin Economic Development Center expressed interest in building a building with the Airport, funds have not been discussed yet. Mike said that the repairs that are currently being made to the roof are temporary fixes and the roof continues to deteriorate. Tim asked how long the repairs can last and how long it would take to get a new building built. Mike said that something needs to be done within 2 years, they can continue to make temporary fixes but again it continues to deteriorate. We are not in danger of the roof falling in yet but we are at a point of the roof causing further damage. If a decision was made today that they were going to build a new building it could take 18 months to get a new building built.

**DISCUSSION OF FACILITY INVENTORY:** Mike asked the Committee if there is anything else they want to see on the list. Tim asked the group if they wanted vacant land on the report. Chuck doesn't think we need that on the report. Mike also said that there are a lot of remnant pieces of land that Highways has easements on and it would take up a lot of space.

**UPDATE ON DNR URBAN FORESTRY GRANT:** Mike discussed under correspondence.

**DIRECTOR REPORT ON DEPARTMENT OPERATIONS:** Mike discussed the budget. Mike answered any questions the Project list produced.

**Chairman Report:** Tim received preliminary numbers on the road assessment: \$12,800 on Shady Lane and \$between \$6,200-10,200 for Arena Dr. The Tri County Ice Arena management group is responsible for those expenditures according to the lease.

**SET DATE AND TIME FOR NEXT MEETING:** The next Facilities and Property Management committee meeting will be held on Wednesday February 12, 2014 at 9:30 AM at the Maintenance Facility, 1221 Knapp Street, Oshkosh, WI 54902

**ADJOURN:** Motion to adjourn by Chuck Farrey, , 2<sup>nd</sup> by Bill Roh at 11:05am. Motion passed 5-0.

Respectfully submitted,  
Penny Schry, Administrative Coordinator  
January 9, 2014