

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

**DATE:** Wednesday, August 14, 2013

**TIME:** 9:30 AM

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

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

**ALSO PRESENT:** Tom Widener District 9 Supervisor, Mike Elder-Facilities & Property Management Director, Jerry Finch – District 28 Supervisor, Rob Way – Parks Director, and Guy Hegg – District 27 Board Supervisor.

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

**APPROVE MINUTES FROM PREVIOUS MEETING:** Minutes for the July 10<sup>th</sup> Facilities and Property Management Committee approved as is. Motion made by Chuck Farrey 2<sup>nd</sup> by Larry Kriescher, motion passed 5-0. Minutes from the July 22<sup>nd</sup> Facilities and Property Management Committee meeting approved as is. Motion made by Bill Roh and 2<sup>nd</sup> by Chuck Farrey, motion passed 5-0.

**CORRESPONDENCE:** Facilities Dept received a phone call from Kenny Robl, he received calls from the public wondering what we were doing behind our buildings. We are cleaning up the brush line.

**PUBLIC INPUT ON AGENDA ITEMS:** Jerry would like to move agenda item #6 up to the #5 spot. Motion to approve made by Chuck Farrey and 2<sup>nd</sup> by Bill Roh, motion passed 5-0.

**DISCUSS AND APPROVE TEMPORARY LIMITED EASEMENT REQUEST ALONG SHADY LANE IN THE TOWN OF MENASHA:** Town of Menasha has asked for an easement along Shady Lane for sewer work, construction and re seed. Motion to approve made by Bill Wingren and 2<sup>nd</sup> by Chuck Farrey, motion passed 5-0.

**DISCUSS AND POSSIBLE ACTION STORAGE OPTIONS FOR UWEX AND FAIR ASSOCIATION:** Chuck asked to have his resolution to be put back on the agenda for discussion. Jerry said that Parks has restructured and are ok with the space that they have at this time. Bill Wingren stated that because of the clean up that Facilities has done there is more useable space. Tom Widener would like to stay on the Fairgrounds if possible, if not then a different location will be ok. Chuck asked Parks if there is space available and Rob said there is not. Bill Roh asked about the gray tin shed, it is half full. UWEX is ok with what they have, the trailers worked out good. UWEX stores items 50 weeks out of the year. Some items are needed periodically throughout the year. Guy asked if that was it, the agenda says possible action we have been working on this situation since at least January 2012. Chuck said that's why he requested to have his resolution put back on the agenda. Guy questioned why, if he knows that his resolution has no support, why not come up with another resolution. Chuck thinks that the buildings can be repaired for less money.

**DISCUSS 2014 FACILITIES BUDGET:** The budget was increased \$153,000 an increase of 1.3%. Mike's report gives you the details of what he asked for. The County Executive added an additional \$45,000 to the budget for handrails on building rooftops per OSHA requirements. The committee discussed the budget.

**DISCUSS AND APPROVE APPLICATION FOR URBAN FORESTRY START UP GRANT:** The DNR has an Urban Forestry Grant of \$5,000 and we would have to match that amount. This will help us locate all the trees. Motion to approve made by Chuck Farrey and 2<sup>nd</sup> by Bill Roh, motion passed 5-0.

**DISCUSS AND APPROVE APPLICATION FOR AMERICAN TRANSMISSION COMPANY THE TREE PLANTING PROGRAM GRANT:** This is a \$5,000 grant to help us plant trees. Motion to approve made by Chuck Farrey and 2<sup>nd</sup> by Larry Kriescher, motion passed 5-0.

**DISCUSSION OF COURTHOUSE WINDOW REPLACEMENT CAPITAL PROJECT:** This is for \$10,000 to have a study done to see what we can do for replacing the Courthouse windows.

**DIRECTOR REPORT ON DEPARTMENT OPERATIONS:** Year to date in the budget, the Department is right on track. Mike answered any questions the Project list produced.

**Chairman Report:** None.

**SET DATE AND TIME FOR NEXT MEETING:** The next Facilities and Property Management committee meeting will be held on Wednesday September 11, 2013 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 Larry Kriescher at 11:10 am. Motion passed 5-0.

Respectfully submitted,  
Penny Schry  
Administrative Coordinator, August 16, 2013