

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

**DATE:** Wednesday, December 10, 2014

**TIME** 9:30 AM

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

**PRESENT:** Tim Hamblin, Bill Wingren, Tom Egan and Chuck Farrey

**ALSO PRESENT:** Mike Elder-Facilities & Property Management Director, Harold Singstock – District 23, David Albrecht – County Board Chair, Melissa Konrad – Clerk of Courts, Lt. Joe Kronke – Sheriffs Dept, Christian Gossett – DA, Robert Stone - Veteran's Service Officer, and Guy Hegg – District 27

Excused: Bill Roh

Dave Albrecht filling in for Supervisor Roh

Joint Meeting was called to order by Committee Vice-Chairman, Tim Hamblin at 9:30 AM.

**APPROVE MINUTES FROM PREVIOUS MEETING:** Motion to approve November minutes by Tom Egan, and 2<sup>nd</sup> by Bill Wingren, motion passed 5-0.

**CORRESPONDENCE:** Chuck Farrey explained the request for the Courthouse Security spreadsheet that he received from Mike Elder

**PUBLIC INPUT ON AGENDA ITEMS:** None

**CHAIRMAN REPORT:** None

**DISCUSSION AND POSSIBLE ACTION ON COURTHOUSE SAFETY:** Mike Elder explained the cost estimate spreadsheet he developed to illustrate the various costs associated with Courthouse security; the cost to build the security screening addition, the cost to equip and staff the screening station, the cost to provide additional parking at the Otter Street Building, the cost to relocate 5 departments to Otter Street and the cost to remodel the Courthouse. Bill Wingren presented Bill Roh's comments from his e-mail. Chuck Farrey discussed his reason for requesting the cost estimates. His opinion is that all the costs need to be known so that the total effect on the public will be known. Dave Albrecht expressed his opinion that the public has paid for the building and should not have to pay millions more to restrict their access to their building. Chuck Farrey stated that he feels that the process should slow down so that all options can be adequately reviewed and discussed. He asked that the District attorney be allowed to express his views. Christian Gossett presented his views, see attached document. Harold Singstock stated that a new Courthouse or building would need to go as a referendum. Bill Wingren recommended that Mike Elder's spreadsheet be sent to Personnel and Finance Committee. Mike Elder suggested sending it to Chuck Orenstein, Finance Director since that would be where the Personnel and Finance Committee would send it for review. Dave Albrecht made a motion Bill Wingren seconded that the spreadsheet be sent to Chuck Orenstein for review and comment with the reviewed document being presented to the Personnel and Finance Committee at their next or subsequent meeting. Motion carried 5/0. Guy Hegg suggested that more of the DA's questions be addressed before a decision is made. Guy also strongly suggested that the County Executive be involved in this process for future planning. Guy agreed with the DA's ideas of thinking outside the box and appreciated his efforts. Chuck Farrey stated that the DA's idea of splitting the courts – criminal cases/courtrooms be located at the Jail site and civil cases/courtrooms remain at the Courthouse. Bill Wingren suggested using the Work release Center. There was discussion of cutting a court commissioner. There were operational cost discussions. There were video conferencing discussions.

Dave Albrecht is no longer in favor of the Welcome Center unless we are able to secure all of the County Employees for instance Corporation Counsel who takes children away from families.

**DISCUSSION OF VETERAN'S SERVICES OPERATIONS AND POSSIBLE RELOCATION :** Robert Stone discussed his department's operations and possible relocation scenarios.

**DISCUSSION AND APPROVAL FOR BUDGET TRANSFER OF \$209,000 FOR PARK VIEW PARKING LOT EXPANSION:** Mike discussed the project. The park View Committee approved the project for \$347,000. It was delayed at the Facilities Committee pending the review of the Storm Water Mitigation Project. The storm water project is completed with the drainage being redirected. The Park View Sidewalk Project identified that there is 14550 SF of impervious surface removed from the site. The sidewalks and the additional parking when completed will use approximately 12,000 SF of that allowance. Motion by Bill Wingren to approve the project and fund transfer, Chuck Farrey seconded. Motion carried 5/0.

**DISCUSSION AND APPROVAL FOR BUDGET TRANSFER OF \$52,000 FOR ADDITIONAL FUNDING TO THE LAW ENFORCEMENT CENTER SEALANT REPAIR PROJECT:** Mike explained that the bids came in over the original estimate and the project is short funding. Chuck Farrey asked if the County had any experience with the low bidder. Mike Elder explained that yes the low bidder was an acceptable contractor. Motion by Chuck Farrey to approve the fund transfer, seconded by Bill Wingren. Motion carried 5/0.

**DISCUSSION AND APPROVAL FOR USDA LEASE AT THE COUGHLIN BUILDING:** Mike explained that the local USDA office falls under the jurisdiction of the GSA. The GSA has provided a lease extension to extend the lease 5 years at the current terms. Motion by Chuck Farrey to approve the lease extension, seconded by Tom Egan. Motion carried 5/0.

**DISCUSSION OF FACILITIES DEPARTMENT 2014 BUDGET:** Mike presented the status of the 2014 Department Budget.

**DIRECTOR REPORT ON DEPARTMENT OPERATIONS:** Mike had mailed out the list of projects, the projects are moving along.

**SUGGESTIONS FOR ITEMS FOR THE NEXT MEETING AGENDA:** None.

**SET DATE AND TIME FOR NEXT MEETING:** The next Facilities and Property Management committee meeting will be held on Wednesday, January 13, 2015 at 9:30 am at the Facilities and Property Management, 1221 Knapp St, Oshkosh, WI 54902

**ADJOURN:** Motion to adjourn by Chuck Farrey, 2<sup>nd</sup> by Dave Albrecht, motion passed 5-0 at 11:42 am.

Respectfully submitted,  
Michael Elder, Director December 11, 2014