Winnebago County
The Wave of the Future

FACILITIES AND PROPERTY MANAGEMENT COMMITTEE MEETING MINUTES
TUESDAY, JANUARY 27, 2026

A. Call to Order

John Hinz called the meeting to order at 3:30PM. Committee members present included Andy Buck, Lucas Reinke, and Thomas Swan. Jim Wise was excused. Other Winnebago County Supervisors present included: Gordon Hintz - County Executive, Tom Egan — District 33, Conley Hanson — District 26, Walt Ulbricht — District 3, Maribeth Gabert — District 12, Brenda Pluchinsky — District 23, Frank Frassetto — District 32, Steve Binder - District 13, and Tim Macho - District 20. County employees present included: Jim Schell - Wittman Airport Director, Lucas Locke - Wittman Airport, Linzi Gazga - Park View Health Center Administrator, Renee Soroko - Human Services, Michael Shuh - Finance, and Adam Breest - Parks Director. Staff members online included: Paul Kaiser - Finance Director, Jamie Rouch - Finance, Koby Schellenger - County Executive's Office, Jennifer Ruetten - Information Technologies Director, Mary Anne Mueller - Corporation Counsel. Members of the public present included: Fred Stadler — Oshkosh, Larry Waskow — 1337 Mulberry Lane, Neenah, Larry Last - Nekimi, Debbi Last - Nekimi, Paul Spanbauer, Jim Cunningham - 1255 Pheasant Creek, Oshkosh, Brian Eberwein - Grand Chute, Joe Scheibinger, Patti Julius - 141 Andrew Ave, Neenah, Jill Fritsch - Winneconne.

B. Public Comments within the Jurisdiction of the Committee

Several members of the public (Jim Cunningham, Brian Eberwein, Larry Waskow, Paul Spanbauer, Larry Last, Debbie Last, Fred Stadler) had come to voice concerns about the Wittman Airport hangar rental rates and the rental analysis study they were based off, as well as about the general state of the hangars. Supervisor Maribeth Gabert spoke out with her concerns as well. Jill Fitsch and Patti Julius spoke again about the concern with the Park View Health Center elevator that was out of service back in November.

C. Communications Shared by Committee Members

Nothing at this time.

D. Approval of Minutes

1. Approval of the Minutes of the December 9th, 2025 Facilities and Property Management Committee Meeting
   A motion to approve the minutes was made by Tom Swan, seconded by Andy Buck; the motion passed 4-0.

E. Committee Chair's Report

Nothing at this time.

F. Business Items

Action may be taken on any business items.

1. Amend Chapter 21 of the Winnebago County General Code
   Gordon Hintz explained that the Airport rate study was to reset rates at a market value to adjust for inflation from there on. The County Board approved to pay for a rate study in May

2025. Jim Schell explained the study concerned both land and hangar rental rates. An example of a rate increase is a hangar whose price in 1990 was $77, is currently $183, and would be increased to $225. The rate increases were introduced to all tenants in mid-November 2025. Some rates were reduced from the study's original proposal. Rate adjustment would then occur at intervals of three years per common practice, whereas previously only three adjustments have been made since 2001. There is a waiting list of 88 people to use the hangars, with 12 of those as existing tenants. Jim Schell explained maintenance requests should be communicated to Airport Administration, so a work request can be filed. Routine maintenance is performed yearly on each hangar. Twenty new hangars were built in 2020, with nine more anticipated in the future. Jim Schell answered questions from the Committee. Tom Swan called the report deficient, and called for a review of the report by an outside party and a new market analysis done. There was concern about spending more money on another study and about postponing it, as it may hinder newly elected Supervisors who will need to get up to speed. John Hinz asked Mike Elder and Jim Schell to work together to compile an alternative rate list using the same method for determining the United States Department of Agriculture rent at the J.P. Coughlin Center, determined via the General Services Administration calculations for rent rates. Tom Swan opposed this option, stating he did not consider anything but an independent, non-government third party's opinion as qualified. Tom Swan proposed an amendment to Chapter 21 and that the vote on the amendment to Chapter 21 be postponed until another study can be done, with Lucas Reinke seconding to open discussion; the motion failed 3-1. Lucas Reinke proposed to review the alternate options determined by Mike Elder and Jim Schell at the next Committee meeting and postpone the amendment of Chapter 21, Andy Buck seconded, the motion passed 3-1. The Committee then took a short break.

2. Approve additional office space in existing lease with Rowlock QOZB, LLC (US Bank building) and lease renewal with United Community Services (UCS) lease is without space changes.
   Mike Elder and Renee Soroko were available for questions. This is for offices in the US Bank building in Oshkosh and a location on Water Street in Neenah to house mandated staff for the Children's Longterm Support Program through Human Services. The Oshkosh and Neenah Human Services buildings did not have sufficient space for the program. The program is funded through Medicaid, and there's been some concern over funding being pulled. Mike Elder explained in that event we would give the two-months notice to vacate. Tom Swan expressed frustration at not being able to view rental rates for other nearby, eligible sites for competitive rates. A motion to approve was made by Andy Buck, seconded by Lucas Reinke; the motion passed 4-0.

3. Discussion of Citizen Concern Re: Park View Elevators Brought Forth to the Committee on 12/09/2025
   Mike Elder gave a quick review: On November 4th, one of Park View Health Center's neighborhood elevators went down. Family members and advocates for the residents brought forth concerns about this, as it prevented residents from reaching the first floor for activities. This should not have happened as the procedure is that residents then use the service elevator. The elevator was repaired and has been in service since November 11th. The State sent a federal surveyor to investigate. No issues with elevator maintenance practices were found. The issue was with the software, but there was an issue with taking residents through the laundry room on the first floor. Park View Health Center has corrected and will take residents through the food pantry instead, going forward. The other concern was the service elevator had no button to hold the doors open. While options are being investigated, putting a nonstandard hold button on service elevators might not be possible. Tom Swan presented the Committee with his AI-generated cost analysis for adding external elevators to the Park View neighborhoods. Mike Elder disagreed with the estimated costs, bringing up the recent elevator work at Oshkosh Human Services and the Courthouse as examples of recent, expensive elevator work. Other issues were explained, including having to remove rooms or other emergency exits to fit exterior elevators onto the building.

4. Approval of a Maintenance Easement for the Electrical Service located at the Sunnyview Exposition Center.

A motion to approve was made by Andy Buck, seconded by Lucas Reinke; the motion passed 4-0.

5. Pursuant to Section 19.85, Wisconsin Statutes, at this point in the meeting, The Committee shall consider a motion to convene into closed session for the purpose of: (1)(e), Deliberating or negotiating the purchase of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session, in relationship to the Winnebago County Fox Cities campus.
   Lucas Reinke made the motion to enter a closed session, seconded by Andy Buck; the motion passed 4-0. The Committee entered a closed session and discussed. Andy Buck made a motion to resume the open session, Lucas Reinke seconded; the motion passed 4-0.

G. Director's Report

The Committee had no questions about any G items at this time.

1. Capital Project Update

2. Maintenance Project Update

3. Budget Update

4. Staffing Update

H. Items for Next Agenda

Suggestions from committee members for items to be addressed on a future agenda
The Committee would like to revisit item F1.

I. Next Meeting Date

The next Committee meeting will be February 24th, at 2:00PM with the location to be determined and virtually via Microsoft Teams.

J. Adjourn

A motion to adjourn was made by Andy Buck, seconded by Lucas Reinke; the motion passed 4-0.

[MIN_FOOT]