



Winnebago County

The Wave of the Future

**FACILITIES AND PROPERTY MANAGEMENT COMMITTEE MEETING MINUTES
WEDNESDAY, JUNE 19, 2024**

A. Call to Order

Chairperson John Hinz called the committee meeting to order at 12:00PM. Committee members present include: Jim Wise, Tom Swan, Lucas Reinke with Andy Buck excused. Other attendees include: Mike Elder - Facilities Director.

B. Public Comments within the Jurisdiction of the Committee

None.

C. Approval of Minutes

1. May 15, 2024 Meeting Minutes

Jim Wise requested the previous minutes be edited to reflect the committee members present. With those changes in mind, a motion to otherwise approve the minutes was made by Jim Wise and seconded by Lucas Reinke; the motion passed 4-0.

D. Committee Chair's Report

Nothing to report at this time.

E. Communications Shared by Committee Members

There were no communications to share.

F. Business Items

Action may be taken on any business items.

1. Resolution: Naming the Solid Waste Administration Building Conference Room for Patrick O'Brien

Mike Elder spoke of the accomplishments and record of Patrick O'Brien. A motion to approve the naming of the conference room was made by Lucas Reinke, seconded by Thomas Swan; the motion passed 4-0.

G. Director's Report

1. Update of 980 Housing Project

The construction of the housing units has been completed; the fence is going out for bid. Mike Elder informed the committee the individual previously anticipated for release would now not be released at this time. The committee asked about possibly housing non-980 offenders, but there is concern about visitors violating the 1,500-foot restrictions placed on the 980 offenders and certain populations. The committee asked if the units could house 980 offenders from other counties, but per the legislation, such offenders must return to their county of origin in Wisconsin. The committee asked why the final construction looked different from the previous plan; Mike Elder explained that the State took issue with the units sharing walls as being considered "all under one roof", necessitating separate structures.

2. Update of Highway Office Project

There was a delay with a plumbing permit issue, but the project should be completed by fall.

3. **Update of Evidence Garage /Morgue Building Project**
A permit for the whole project has been acquired.
4. **Update of Department Budget**
The budget is on target. The 2025 budget process is underway; Mike Elder intends to keep it flat. He is still awaiting any further remodeling requests from other departments.
5. **Update of Current and Upcoming Maintenance Projects**
Mike Elder updated the committee. The Fire Department has requested updates to the Wittman Airport Fire Station. The building is no longer NFPA compliant. In the building assessment report, this was one of the buildings marked for attention. Mike Elder is expecting more information from the City shortly. Smaller remodeling projects and normal maintenance are underway. The Neenah Human Services chiller project is complete. The roofing project has been awarded with construction expected in fall. The committee discussed the possible ramifications and ongoing projects with the news of UW-Fox Cities closing at the end of the school term in 2025 and possible topics for a joint meeting with the University and Outagamie County. The Sheriff's boathouse is operational; there have been no reported issues. There are two more Facilities Assistant vacancies with two employees transferring to Human Services, bringing the total to three at this time, along with one vacant Maintenance Technician position.

H. Items for Next Agenda

*Suggestions from committee members for items to be addressed on a future agenda
The committee would like to revisit all items under G, and discuss any updates on UW-Fox Cities.*

I. Next Meeting Date

The next committee meeting will be July 17, 2024 at 12:00PM, at 1221 Knapp Street in Oshkosh and virtually via Microsoft Teams.

J. Adjourn

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