

The Public Works Committee met at the Highway Department Office.

Present: Supervisors Uselding, Kletti, Grosklaus, Rothstein and Leider. Staff: County Administrator Meaux, Public Works Director Dreblow, Planning & Parks Director Struck, Golf Course Supervisor Lesar, Building Superintendent Hicks and County Clerk Winkelhorst.

Call to Order/Proper Notice/Adoption of Agenda: Chairperson Uselding called the meeting to order at 8:03 A.M. Ms. Winkelhorst assured the committee that the meeting was properly noticed. Motion made by Supervisor Kletti, seconded by Supervisor Grosklaus to adopt the agenda as revised. All members present voting aye. Motion carried. (5-0)

Public Comments/Correspondence/Communications: There were none.

Approve Minutes from the October 23 Meeting: Motion made by Supervisor Kletti, seconded by Supervisor Leider to approve the October 23 minutes as presented. All members present voting aye. Motion carried. (5-0)

Facilities Management:

Action Items:

Approve Use of Fairgrounds by Waste Management for City of Cedarburg: Mr. Dreblow explained that this is a request from Waste Management. The city is converting to carts for recycling and a place is needed to unload and assemble the carts for distribution. Mr. Dreblow spoke with the UW Extension Director O'Neil and there is room in front of the pole barn as the 4-H will be using the Youth Building. Discussion on the plowing if it snows as the area is not plowed on a regular basis.

Motion made by Supervisor Kletti, seconded by Supervisor Grosklaus to approve the use of the Fairgrounds on December 15-19 by Waste Management subject to City of Cedarburg providing the snow plowing services if needed. All members present voting aye. Motion carried. (5-0)

Approval to Purchase Previously Leased Land, Section of Administration Center North Parking Lot: Mr. Dreblow reviewed the history on the leasing of the parking spaces in the north parking lot from the Poole family. The county leases the spaces, paves and maintains this area along with the entire parking lot. The current cost to lease these spaces is \$8,000 annually. The monies were removed through the amendment process on the county board floor and subsequently adopted with the budget. Therefore the lease will terminate. Originally it was thought to include 8-10 parking places but it is actually 15-16 spaces along with one access point.

A meeting was held with Mr. Poole and the County Board Chairperson, County Administrator and Facilities Superintendent. There is a possible long term option to purchase the property as Mr. Poole is open to an offer. Discussion on alternatives to the parking loss.

Motion made by Supervisor Grosklaus, seconded by Supervisor Leider to authorize the County Board Chairperson and the County Administrator to negotiate a purchase with the Poole family. All members present voting aye. Motion carried. (5-0)

Discussion Items: There were none.

Management/Financial/Informational Reports:

Financial Report- Profit & Loss Statements: Mr. Hicks provided an update on the parking lot and reported that the sign is being manufactured for the west side of the Administration Center. The excavator cleaned up the yard yesterday. The stone will not be finished on the side of the

garage until the parking lot has been graded. Work on the parking lot will not be done until 2009.

Mr. Hicks reported that the County Board room is about 90% finished. The light fixtures have arrived and will be installed. Mr. Hicks stated that he would like consensus from the committee to drill holes in the desks to hide the wires that connect the microphones. The consensus of the committee was to allow Mr. Hicks to proceed.

Mr. Meaux reported that the Port Washington Police Department has updated him regarding the theft from the garage at the Administration Center.

#### Planning & Parks:

##### Action Items:

Advertise for Proposals for 2009 Concessionaires Contracts at Both County Golf Courses: This was previously discussed at the last meeting. Mr. Struck stated that there was outside interest in bidding on the contract. This would give the county the opportunity to enhance its revenue and to restructure the lease. This does not preclude the current tenants from submitting a bid. Currently revenue is based on the number of golfers and our costs are not being recovered. Discussion for the need to accept proposals, current tenants, plowing, private events and what the facility should be.

Motion made by Supervisor Rothstein, seconded by Supervisor Kletti to put out a Class I notice in both local papers soliciting bids for the concessionaire's contract. All members present voting aye. Motion carried. (5-0)

Computer Software Package for Golf Course Management: Mr. Struck explained that this was previously discussed at the last meeting. The current system is somewhat archaic and this would give the opportunity to upgrade and trade for rounds of golf for payment of the software. Understanding the competitive nature of the golf courses, this system would allow online reservations, email capability, improved reporting, manage course expenses and advertise the county's attributes. Mr. Struck further stated that there is the need to invest in new hardware which would have been done anyway. To cover the cost of the hardware it would be split between two years and shifting older equipment from Planning and Parks to the golf courses, this will provide a server out at Mee-Kwon for the new software (that will save the cost of buying a new server) and forego other planning computer equipment purchases to invest in the hardware for the golf course management package.

Mr. Lesar explained that this is \$40,000 worth of software that can be traded for golf rounds. This software will allow connection to Great Plains financial software and this could be expanded to parks for reservations. There is a lot more flexibility than the current system has and it is a Windows-based software which is a plus. It would be phased in over the winter months.

Motion made by Supervisor Kletti, seconded by Supervisor Grosklaus to approve the purchase of the Golf Course Management software package and associated hardware. All members present voting aye. Motion carried. (5-0)

##### Discussion Items:

Update on County Parks Flood Damage Reimbursement Filing with FEMA: Mr. Struck has worked with FEMA representatives to claim expenses on three small projects. Ozaukee Interurban Trail (\$1,502.65), Waubedonia County Park (\$3,098) and Hawthorne Hills County Park (\$2,867.42). The paper work is completed and total reimbursement for the projects is \$7,468.07.

Update on Ozaukee County Park Naming Subcommittee: The subcommittee has met and come up with several options for the name of the new park and a process of choosing names for new future county parks. They will be meeting again in December to finalize the process and the name of the park for consideration by the County Board.

Update on Hunting at Lion's Den Gorge Nature Preserve: Mr. Struck reported that overall 58 hunters applied for the lottery gun hunt. 10 have been permitted for the gun hunt from November 22-30. In addition, 14 bow hunters have registered to hunt from December 1, 2008-January 4, 2009. The park is posted and seasonal staff will be patrolling the area during the gun season. Mr. Struck stated that he has been contacted by neighbors for a limited closure during the gun season, but the permits have already been issued for this year. This topic could be discussed for next season.

Management/Financial/Informational Reports:

Management & Financial Reports: Mr. Lesar reported that golf is still declining overall. Revenue is down year to date. Estimate that revenue will be down for the year compared to last year and the 2008 budget. Mr. Lesar stated that they are working on keeping expenses down by cutting overtime and buying fertilizers, etc at year end sales. Hawthorne Hills closed on November 13th and Mee-Kwon closed today.

To date approximately 25 applications have been received for the golf course superintendent position.

A new trail information kiosk was constructed by an Eagle Scout candidate, Brad Emery, and transported by the Highway Department to the trail in the Village of Thiensville (near Friestadt Road).

December 9 is the State Let date for the Interurban Trail Improvement Bridge project.

Transit Services:

Action Items: There were no action items.

Discussion Items: There were no discussion items.

Management/Financial/Informational Reports:

Monthly Management Reports – Including Financial Statement, Taxi and Bus Ridership, Vender Invoices, and Taxi Incident Reports: Mr. Dreblow reported that the taxi ridership is stable. He has met with Joe Caruso, consultant for marketing, on updating the website. He has discussed with him the marketing approach to emphasize the “shared ride” but leaving the word “taxi” in.

Mr. Dreblow also stated that he had a discussion with Milwaukee County Transit Service (MCTS) on the 49 U Bus service from UWM and MATC. Concordia has expressed an interest in this service but there is no campus in Milwaukee County. Mr. Dreblow will look to explore a possible link with Concordia and the 49 U Bus. This is just a concept at this time. Informational only.

Mr. Dreblow stated that notification of the implementation of a “No Show” policy has been sent out by a mailing list or the drivers are handing out. They are noticing some success there.

Highways:

Action Items:

Approve Purchase of Two Crack Routers: Mr. Dreblow stated that this is the last piece of equipment to be purchased from the 2008 budget. \$30,000 was budget for this item. Two bids were received-Sherwin Industries, Inc for \$16,558 and Thorn Enterprises Inc. for \$17,000. Both bids included two trade-ins. Recommendation is to award the bid to Sherwin Industries.

Motion made by Supervisor Grosklaus, seconded by Supervisor Kletti to approve the purchase of two crack routers from Sherwin Industries, Inc. for \$16,558 after trade-in. All members present voting aye. Motion carried. (5-0)

Authorize Patrol Superintendent to Attend APWA North American Snow Conference, April 26-29, 2009 in Des Moines, Iowa: Mr. Dreblow stated that this was last attended in 2006 and that it was a very worthwhile conference and good information was obtained.

Motion made by Supervisor Leider, seconded by Supervisor Grosklaus to authorize attendance for the Patrol Superintendent to attend the conference. This will be forwarded to the Administrative Committee for final approval. Supervisor Kletti is requesting that a report be given to the committee upon returning. All members present voting aye. Motion carried. (5-0)

Discussion Items:

Review Status of Hetzel Pit Mining Project: The 'Notice of Complete Application' has been received from the Wisconsin Department of Natural Resources (WDNR). The Class I notice has gone to the newspapers and all property owners within 300 feet have been notified. The comment period is 30 days and it could result in a public hearing.

Discuss Possible Gravel Extraction from Ciriack's Property on Lakeland Road: Mr. Dreblow has been approached by Bill Ciriacks about possible purchase or lease of the 20 acres adjacent to the gravel/hot mix plant property. Mr. Meaux and Construction Superintendent Banton met with Town of Saukville Board Supervisor Niehaus for an initial discussion. There were some rough tests done on the availability of gravel but the amount is unknown.

The consensus of the committee is to pursue discussion with Mr. Ciriacks.

Management/Financial/Informational Reports:

Management Reports, Including Profit and Loss Statement and Payroll Information: Mr. Dreblow has been elected by the Highway Commissioners as the SE Region Representative on the Board of Directors for the Wisconsin County Highways Association.

Mr. Dreblow explained a flooding issue at the intersection of Hawthorne Rd and Cty Hwy I.

Next meeting date: Thursday, December 18 – 8:00 AM

Adjournment: Motion made by Supervisor Grosklaus, seconded by Supervisor Kletti to adjourn. All members present voting aye. Motion carried. (5-0).

Meeting adjourned at 11:05am

*Julianne B. Winkelhorst, County Clerk*