

The Public Works Committee met at the Highway Department Office.

Present: Supervisors Uselding, Kletti, 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.

Absent: Supervisor Grosklaus

Call to Order/Proper Notice/Adoption of Agenda: Chairperson Uselding called the meeting to order at 8:04 A.M. Ms. Winkelhorst assured the committees that the meeting was properly noticed. Motion made by Supervisor Kletti, seconded by Supervisor Leider to adopt the agenda as presented. All members present voting aye. Motion carried. (4-0)

Public Comments/Correspondence/Communications: Supervisor Leider stated that there is Railroad Consortium meeting and track tour that will be held on October 29 at 9:00 at the Horicon Terminal. Supervisor Leider also stated that the new President Dennis O'Loughlin was installed at the Wisconsin Counties Association convention. Supervisor Leider reported on the session attended on wind energy. Discussion on the new safety clothing requirements.

Approve Minutes from the September 18 Meeting: Motion made by Supervisor Kletti, seconded by Supervisor Rothstein to approve the September 18 minutes as presented. All members present voting aye. Motion carried. (4-0)

Action Item:

Required Committee Reports: This item was put on the agenda to determine what reports the committee would like to see. Discussion on the various reports. Consensus to continue receiving the reports.

8:40AM Building Superintendant Behlen joined the meeting.

Facilities Management:

Action Items:

Approve Change Order No. 2 for Courthouse Restoration Project: Mr. Dreblow stated that the intent is to extend the contract time to coordinate the completion of the flooring to occur after the artistic work is completed. It also includes a minor net increase in construction cost of \$727 to cover the added cost of a floor mounted camera control box. The date for substantial completion would be extended to November 27 with final completion on December 12.

Motion made by Supervisor Rothstein, seconded by Supervisor Kletti to approve the extension of the contract time, the cost of \$727 for the camera control box and to authorize the Public Works Director to execute Change Order No. 2. All members present voting aye. Motion carried. (4-0)

Review and Approve Replacement Furniture or Refinishing of Existing Furniture for County Board Room: Mr. Meaux explained that at this time the existing furniture will be used. Back in March this committee asked for bids on refinishing the existing furniture. The bids were received and there was discussion, but the bids were not brought back to committee. It was the understanding that the cost of refinishing was very similar to the cost of new. Mr. Meaux stated that he further understood that the directive from the committee was to continue to use the existing furniture. The option of refinishing or buying new is still there, but no money has been budgeted for this. Discussion on the furniture. Mr. Hicks provided in the packets the bids that were received on refinishing and an approximate cost of new furniture. After reviewing the estimated

costs of refinishing the desks and reupholstering the chairs, the low bid was approximately \$956 per desk and chair. A quote for a new table or desk would be approximately \$1065 and a chair would also need to be selected. Supervisor Rothstein suggested that action not be taken until the room is completed. Further discussion.

Motion made by Supervisor Leider, seconded by Supervisor Uselding to continue to use the existing desks as there is no money budgeted at this time. Supervisor Rothstein clarified that this would not preclude any future discussion on fund raising for new furniture at any time. All members present voting aye. Motion carried. (4-0)

Discussion Items:

Report on Status of Jail Demolition Project Regarding Site Restoration: Mr. Dreblow complimented Mr. Hicks on the oversight he provided for the jail demolition project. Mr. Hicks reported that the stone work is continuing. The west wall of the garage will be done at a later date, once the grading is completed. Mr. Hicks also mentioned the black granite band that goes around the entire building except where the jail was located. Mr. Dreblow stated that to replicate that band for material alone was over \$20,000. Mr. Dreblow and Mr. Hicks reviewed some possible alternatives. Discussion on the alternatives.

Upgrade of the Energy Management System for the Administration Center: Mr. Hicks provided information on the upgrade of the energy management system that is being installed at the Administration Center. This upgrade was approved as part of the 2008 budget. Informational only. Supervisor Kletti suggested that a tour should be provided of these types of items that have been budgeted and completed throughout the year.

Recycling Opportunities in County Government: Mr. Meaux provided information on what the county does in regards to recycling efforts, some possible opportunities and what some other counties are doing. Mr. Hicks stated that new containers for co-mingled items of plastic/glass/aluminum will be placed on every floor of the Administration Center. Mr. Meaux also stated that they are working with We Energies, who will be meeting today with all departments to conduct an audit on energy saving issues, at no cost to the county, to identify additional opportunities. Discussion on lighting.

Management/Financial/Informational Reports:

Financial Report- Profit & Loss Statements: Mr. Behlen updated the committee on some of the 2008 projects. The exit light fixtures have been ordered and the project came \$5,000 under budget. The roof at the Justice Center has been repaired and came in \$1,000 under budget. The ADA doors have been installed and that came in at budget. Mr. Behlen reported that he does have a problem with the upgrade of the fire panel. The current fire panel is not manufactured anymore. It was going to be upgraded for \$5,300; the company will not support the present panel after a couple of years as there are no parts available. Mr. Behlen is investigating using this money this year to add the peripherals that the new panel will need and thus reducing the price when the panel does need complete replacement. Mr. Behlen provided the recent We Energies bill to show the committee that the price for natural gas went up 37.7% and electricity went up 1%. He will be working with We Energies on cost savings.

Mr. Dreblow stated that the Fairgrounds Ad-Hoc Committee met. Mr. Dreblow developed a Request for Proposal (RFP) to send out to the engineering and architectural firms for quotes. He is questioning whether or not to proceed with sending the RFP's out, go through the process of receiving proposals and then receiving the services. Discussion on the fire department and the sanitary sewer easement. The consensus of the committee is to send out the RFP.

Planning & Parks:

Action Items:

Bid for Roof Replacement at the Mee-Kwon Golf Course Maintenance Facility Barn: Mr. Struck stated that this was previously discussed and he is looking for approval on the low cost bid in the amount of \$28,357 from C & K Services, Inc. plus the necessary fees to obtain a building permit.

Motion made by Supervisor Kletti, seconded by Supervisor Leider to approve the low bid for \$28,357 from C & K Services, Inc. plus the necessary fees to obtain the building permit and to authorize the Planning and Parks Director to execute the contract to commence work. All members present voting aye. Motion carried. (4-0)

Submittal of a Wisconsin Coastal Management Program Grant for the Administration Center County Park: Mr. Struck stated that this was previously discussed and he is looking to submit a Wisconsin Coastal Management Program (WCMP) grant to provide public access and environmental educational information at the new Administration Center County Park. This grant will provide for the construction of a viewing and observation deck, educational signage, a split rail fence along the perimeter, two picnic tables, a County Park sign and trash receptacles. Project cost is estimated at approximately \$31,000. This grant is a 50/50 matching grant. The matching amount will be provided by a combination of in-kind staff time, potential donations and a carryover of 2008 remaining Highway Grounds Maintenance funds at Lion's Den Gorge Nature Preserve.

Motion made by Supervisor Rothstein, seconded by Supervisor Leider to authorize the Planning and Parks Director to submit a WCMP grant application. All members present voting aye. Motion carried. (4-0)

10:20AM Fred and Arlene Kaul joined the meeting. Break.

10:28AM Reconvene

Discussion Items:

Computer Software Replacement/Upgrade at Golf Courses: Mr. Struck explained that currently the software program used at the golf courses was supported by AEK Computers. They were recently bought out by Harris Company and the customer service support has been very limited. Mr. Struck stated that there is the potential to replace the existing system with a new software program from a different company that would help fiscally and expand their ability to track and manage data at the golf courses.

Mr. Lesar stated that this was the direction they wanted to go to upgrade the technology. They would like the capability of online reservations, which currently cannot be done, and to tie into the Great Plains software program for financial management. The cost can be negotiated purchasing or a trade in golf rounds. This includes the software and the support. Mr. Lesar will be looking further into this for presenting at the next meeting.

Request for Proposals for Concessionaire's Contract at Golf Courses: Mr. Struck is looking at a Request for Proposals (RFP) for the concessionaire's contracts and restructuring those contracts. There is the possibility of additional revenue. Discussion on suggestions for the RFP's. Mr. Struck will bring the RFP for approval at the next meeting.

Chairperson Uselding recognized Alan Clark for 20 years of service with the county. The committee extended their congratulations.

Recycling in County Parks and Golf Courses/Sustainability Review: Mr. Struck explained that they are doing the same recycling efforts that are being done at the other county facilities. He would like to expand the recycling to the county parks. The problem has been without restricting what is put in there it becomes garbage. He is looking at the process for a more comprehensive recycling program at the parks along with the golf courses. Mr. Struck further explained another initiative that has been undertaken to reduce the mowing at the parks. There has been mixed comments and he would like to have some community meetings to address concerns and support.

Management/Financial/Informational Reports:

Management & Financial Reports: Mr. Struck reported that the article in the Milwaukee Journal Sentinel on the hunting at Lion's Den Gorge Nature Preserve has drawn approximately 50 applicants for permits. Ten gun hunters have been permitted and seven bow hunters have registered. Accommodations have been made for the neighbors. A "No hunting south of the park road" will be posted. Hunters will all receive maps and sign off on the rules and regulations.

Mr. Struck provided an update on the Emerald Ash Borer and inventory work will be done out at Hawthorne Hills and on to the other parks. A spot at Virmond Park was identified and the Department of Agriculture, Trade and Consumer Protection (DATCP) and the Department of Natural Resources (WDNR) did remove some trees for testing. The report came back that there were no Emerald Ash Borer found.

Notice was placed for the two vacant planning intern positions and 12 applications were received.

Mr. Struck provided a summary of the trail counts.

Supervisor Rothstein reported on the Farmland Preservation/Land Use Study Tour in the states of Maryland, New Jersey and Pennsylvania on October 15-20 that she attended along with Supervisor Kaul.

Transit Services:

Action Items: There were no action items.

Discussion Items:

2009 Budget Issues: Mr. Meaux reviewed the budget issues which were the position elimination, status quo on taxi and bus service and festival service only for Summerfest. Discussion on the issues.

Management/Financial/Informational Reports:

Monthly Management Reports – Including Financial Statement, Taxi and Bus Ridership, Vender Invoices, and Taxi Incident Reports: Reports included in the packet. Discussion on reports. Supervisor Rothstein suggested eliminating redundancies in the reports. Also suggested was to contact Suzanne Plant from Specialized Transport Services to see if she can come up with ideas to further reduce the "no shows" and present that to the committee.

Highways:

Action Items:

Approve TMA for Services to DOT: Mr. Dreblow explained that this is the annual Traffic Maintenance Agreement for signage operations provided to the Wisconsin Department of Transportation (WIDOT).

Motion made by Supervisor Kletti, seconded by Supervisor Rothstein to approve the Traffic Maintenance Agreement. All members present voting aye. Motion carried. (4-0)

12:08PM Highway Shop Superintendent Leppla joined the meeting.

Approve Purchase of Ventilation Equipment for Lakeland Pit Building: Mr. Dreblow explained that currently more painting of plows and equipment using in-house staff is being done at the Lakeland Pit building. Mr. Dreblow would like to continue painting out there, but the building needs to have the appropriate ventilation. If not it would have to be outsourced. This was done at one time, but most of those places have shut down or do not handle the larger trucks. Mr. Leppla also stated that they do have employees that do a good job and this also allows more control. The total cost of this improvement would be \$25,313. Mr. Leppla stated that funds were not budgeted for this project. An alternate would be to use the funds from the purchase of the sign truck which came in \$21,400 under budget and a pickup truck that came in \$5,000 under budget. There were also additional monies that were made at the auction. Discussion on the quality of vehicles that are taken to the auction and the payback period for this improvement.

Motion made by Supervisor Rothstein, seconded by Supervisor Kletti to approve the use of funds for the ventilation system. All members present voting aye. Motion carried. (4-0)

Approve Purchase of Hydro-Seeder: Mr. Leppla stated that \$30,000 was budgeted. Two bids were received – Milwaukee Tractor & Equipment, Inc. for \$28,480 and Specialty Turf & Ag, Inc for \$25,769. Mr. Leppla's recommendation is to purchase the Hydro-Seeder for the low bid. Discussion on the use of the Hydro-Seeder.

12:26PM Highway Construction Superintendent Banton joined the meeting.

Motion made by Supervisor Kletti, seconded by Supervisor Rothstein to approve the purchase of the Hydro-Seeder from Specialty Turf & Ag, Inc. for \$25,769. The majority of the members present voting aye. Motion carried. (3-1) Uselding opposed.

#### Discussion Items:

Discuss Process for Sale of Excess Right of Way from CTH I Project: Mr. Dreblow explained that Gremmer and Assoc. have been retained to identify the areas that potentially could be deemed excess right of way. Some of the adjoining property owners have expressed interest in acquiring the excess right of way. The survey provides legal description if the committee would like to convey it back. The sale would have to be approved by the County Board. Mr. Dreblow explained the process that would be done to do this and reviewed all the properties involved. Discussion on the value of the property, amount acquired and original price paid.

The consensus of the committee is to proceed with a letter, with the survey and legal description, and the county's interest in conveying excess right of way to abutting property owners and the expectation of compensation for the land.

Discussion of Joint Project with Belgium for the Reconstruction of CTH D: Mr. Dreblow and staff had preliminary discussions with the Village of Belgium regarding the reconstruction of CTH D through the village. This project is identified as a potential CHIP funded project, with the village having responsibility for upgrading their underground utilities and split the cost of the reconstruction of the curb and gutter. Mr. Dreblow would like to proceed with developing the project and formulating a Memorandum of Understanding. The consensus of the committee was to develop the project with the Village of Belgium.

Discuss Possible Future Fuel Station Modifications for Ethanol Fuel: Mr. Dreblow provided this as informational only for future consideration of modifying our fuel station to provide ethanol (E-85) fuel in addition to the diesel and unleaded gas that is currently available. Mr. Leppla obtained a proposal from Interstate Pump and Tank for the addition of an additional 12,000 gallon UST, associated dispenser and canopy. Not proposed in the 2009 budget, for future consideration only.

Management/Financial/Informational Reports:

2009 Winter Conference, January 26-28, 2009: Included in packet. Contact Mr. Dreblow if interested in attending.

Management Reports, Including Profit & Loss Statement & Payroll Information: Information included in packet. There were no further questions.

Mr. Meaux and Mr. Dreblow met with We Energies regarding Sunset Road and the overlay to be done on CTH C. Due to all the traffic during the construction the road will now have to be re-constructed. The estimated cost of this is \$270,000. The county asked for We Energies to split the cost at 50%. After negotiating with them an agreement was made for We Energies to pay \$100,000.

Mr. Dreblow reviewed what was sold at the auction.

Correspondence received from Mary Levelle on Birchwood Rd. thanking the Highway Department for work being done to spruce up the view into the gravel operation on Lakeland Road.

Mr. Dreblow provided a follow up report on Pioneer Road; complimenting Mr. Banton for the work he did coordinating and overcoming obstacles on this project. The costs through October 7 were \$744,725.94. There are still some minor items of less than \$10,000 remaining. The estimate on the job was at \$900,000 for the City of Mequon. Supervisor Rothstein thanked Mr. Dreblow and Mr. Banton on the Pioneer Road project and the amount of money that was saved for the taxpayers.

Next meeting date: Thursday, November 20 – 8:00 AM

Adjournment: Motion made by Supervisor Leider, seconded by Supervisor Rothstein to adjourn. All members present voting aye. Motion carried. (4-0).

Meeting adjourned at 1:17 PM

*Julianne B. Winkelhorst, County Clerk*