

Port Washington, WI
October 22, 2009

The Public Works Committee met at the Highway Department Office.

Present: Supervisors Uselding, Grosklaus, Kletti, Leider and Rothstein (8:06am). Staff: County Administrator Meaux, Public Works Director Dreblow, Planning & Parks Director Struck, Golf Course Supervisor Lesar, Building Superintendents Hicks, Behlen and Horton, Lasata Administrator Luedtke, Lasata Assistant Administrator Fogel, and County Clerk Winkelhorst.

Others Present: Supervisors Richart and Geracie, and Ryan Raskin, Beyer Construction.

Call to Order/Proper Notice/Adoption of Agenda: Chairperson Uselding called the meeting to order at 8:00AM. Ms. Winkelhorst assured the committee that the meeting was properly noticed. Motion made by Supervisor Grosklaus, seconded by Supervisor Leider to adopt the agenda as presented. All members present voting aye. Motion carried. (4-0)

Public Comments/Correspondence/Communications: Supervisor Kletti and Mr. Dreblow attended the Wisconsin Counties Highway Association meeting. State Highway maintenance was discussed. Mr. Dreblow distributed a copy of the letter that was sent to the Wisconsin Secretary of Transportation from the seven Southeastern Wisconsin Counties regarding their concerns with the proposed reductions of the Routine Maintenance Agreements. (RMA)

Supervisor Kletti commented that a new bus stop has been ordered to replace the damaged one at the Target Center bus stop in Grafton.

8:06AM Supervisor Rothstein in attendance.

Approve Minutes from the September 17 Meeting: Motion made by Supervisor Kletti, seconded by Supervisor Rothstein to approve the September 17 meeting minutes as presented. All members present voting aye. Motion carried. (5-0)

Presentation by Ryan Raskin from Construction Management Group regarding Lasata Crossings: Mr. Raskin provided a PowerPoint presentation detailing the October status report. Information on the job progress schedule, budget, contingency log and change order log was included. Mr. Raskin reported that the schedule tracking overall is going well.

Mr. Raskin stated that Builders Risk Insurance was added to the change order log for a cost of \$30,876. Mr. Luedtke stated that the County insurance would not cover a new construction project.

The budget is on track with \$37,141 of the approximate \$410,000 of the contingency funds committed. Through September \$1,193,000 has been paid out to contractors. \$39,406 is the total amount of scope changes. This is tracked separately. \$9,467,947 is the total current budget with the current contingency.

Facilities Management:

Action Items:

Review/Approve Lasata Crossings Post Bid Owner Upgrades: Mr. Raskin explained that the following items were included in a list presented to the committee two months ago. The architect further developed these items in design and created Request for Proposal (RFP) No.3. The last four items 12, 14, 16 & 24, the architect was not involved with therefore not include in the RFP. The numbering used is relevant to the original list of upgrades. Mr. Raskin reviewed each item.

#	Upgrade Item – RFP No. 3	Proposed Change
2	Add decorative interior glass	\$3,930
3	Add extension countertops to resident units	\$59,544
4	Revise Entry Lobby Fireplace	\$12,422
9	Add casework at Library/Resource 106	\$12,073
20	Add ceiling fan in resident unit bedrooms	\$18,191
21	Add Additional wood accent trim	\$25,499
23	Add continuous wood attic catwalk platforms	\$14,320
25	Add FRP paneling to Pantry 138 walls	\$4,828
29	Add overhead sound system	\$6,972
31	Add moisture backing to all common area carpet	\$5,612
37	Add finished flooring in Staff Break room 004	\$2,211
38	Revise Lighting in Resident Units	\$1,879
38.1	Add under cabinet light and switch at kitchen sink	\$18,963
38.2	Change kitchen J2 fixture	\$30
	Additional Items not included in RFP No. 3	
12	Add to general FF&E budget	\$30,000
14	Add northwest wandering path – asphalt plus (5) 11’x11’ slabs	\$8,875
16	Add concrete walking paths in lieu of asphalt	\$16,864
24	Include dedication plaque to building	\$2,110
	Total Proposed Changes	\$244,322

Motion made by Supervisor Grosklaus, seconded by Supervisor Kletti to approve the change orders for RFP No. 3 and additional item Nos. 12, 14, 16 & 24 for a total amount of \$244,322. All members present voting aye. Motion carried. (5-0)

Supervisor Geracie questioned when the larger water main work to Lasata Care Center was going to begin. Mr. Dreblow stated that bid documents will be prepared to be put out before the end of the year.

9:00AM Supervisor Richart excused.

Approve /Recommendation To County Board to Proceed with Repairs and Improvements to the Justice Center, The Administrative Building and Lasata Care Center: Mr. Dreblow presented the Executive Summary of the preliminary business case analysis from Johnson Controls. The goal in this study was to identify to what degree significant and needed facility and operations improvements can be funded by using energy and operational savings that could be defined. The Justice Center, Administration Center, and Lasata Care Center were assessed.

The estimated total cost of the project is \$2,150,000. There is the potential to receive grant funds that are available through the American Recovery & Reinvestment Act (ARRA) for approximately \$225,000 for funding energy savings projects and approximately \$40-60,000 for Focus on Energy monies.

Mr. Dreblow stated that 23 areas were identified between all three facilities for needing upgrades. The recommended work includes replacing chillers, air handlers and upgrading the lighting systems at the Justice Center and Administrative Buildings. It also recommends replacement of boilers and installation of solar thermal water heating units at the Justice Center and Lasata Care Center.

Mr. Meaux did anticipate in the 2010 budget moving forward with some or all of the equipment upgrades. There are monies in the budget through the use of reserves or through stimulus funding there is incentive to borrow from the State. There is no savings from energy use or grant monies assumed in the budget. The grant is very competitive and there are no guarantees.

Mr. Hicks stated that at the Administration Center the chiller is 40 years old and very rusty, this would be replaced with a more energy efficient one. The two air handlers are also rusty and have been patched several times. If the projects are done together there is a large cost savings in the installation and removal of the equipment. The recommended projects at the Administration Center would include a new chiller, new air handlers, provide a separate hot water heater for domestic hot water, and lighting upgrades.

Mr. Meaux stated that until a further analysis is done not all projects may need to be completed. Certainly the Justice Center and Administration Center will need to be done. Mr. Horton further stated the boiler at Lasata Care Center may not be a priority however; savings in water by replacing plumbing that was identified would be a priority.

Motion made by Supervisor Kletti, seconded by Supervisor Leider to approve moving forward with the project by putting out a RFP for a further engineering detail analysis for energy improvements projects to replace boilers, chillers, air handlers and lighting upgrades to the County buildings. All members present voting aye. Motion carried. (5-0)

Approve Office Space at the Administration Center for NOAA Fish Passage Program Staff: Mr. Dreblow explained as part of the National Oceanic and Atmospheric Administration (NOAA) Fish Passage Program there are three full-time limited term employees, for the life of the NOAA grant, that the County needs to provide work space for. There is space available in the lower level of the Historic Courthouse building. There is little additional investment needed to prepare the offices.

Mr. Struck stated that there are no indirect costs covered or allowed in the NOAA grant; therefore, no rent can be charged. The positions are fully funded and so are the direct costs of computers, filing cabinets, office supplies, furniture, etc. The life of the grant is anticipated through December 2010.

Discussion on the NOAA Fish Passage Program.

Motion made by Supervisor Grosklaus, seconded by Supervisor Kletti to approve the use of the office space in the lower level of the Historic Courthouse building for the NOAA Fish Passage Program staff. All members present voting aye. Motion carried. (5-0)

Chairperson Uselding acknowledged Todd McClaren for his 15 years of service with the county. The committee and staff extended their congratulations.

Discussion Item:

Modifications to Improve Handicap Accessibility at the Administration Building: Mr. Dreblow commented that after demolition of the old jail and the new parking lot installation, the west end of the building was intended to be the designated handicap entrance. The designated handicap parking spaces along Main Street were proposed to be eliminated in the parking analysis. The intent was not to utilize the Main Street entrance as the handicap entrance. Mr. Meaux stated that the west entrance is the dedicated Aging & Disability Resource Center entrance.

Supervisor Grosklaus was requesting modifications at the Main Street entrance because the ramp is already there. Discussion on the use of the entrance and the possibility of redirecting to the west entrance.

The consensus of the committee is to remove the designated handicap parking areas on Main Street. The entrance will still have the handicap accessible door and ramp, but direction will be provided to the west entrance. There will be no further modifications on the Main Street entrance.

Management/Financial/Informational Reports: Included in the packet. There were no further questions.

Planning & Parks:

Action Item:

Approve Bid for New Water Heater for the Shady Lane Parks Superintendent House: Mr. Struck stated that the installation of a new water heater will complete the process of moving the utilities off of the fuel oil tank and replacement with a higher energy efficient propane fuel (LP) unit.

A bid was received from Bublitz Plumbing & Heating, Inc. for \$880. This included a 40 gallon water heater, reconnection to the LP and removal of the old unit.

Motion made by Supervisor Kletti, seconded by Supervisor Rothstein to award the bid to Bublitz Plumbing & Heating, Inc. for an amount of \$880. All members present voting aye. Motion carried. (5-0)

Management/Financial/Informational Reports: The Harborview County Park overlook deck is 90% complete. Picnic tables and benches will be installed.

Discussion on donations and plaques for funding items for the parks. Mr. Struck will draft a policy to address this and bring back to the committee.

10:02AM Construction Superintendent Banton joined the meeting.

The replacement of the barn roof at Virmond Park has been completed. The Caretaker is working on insulation and replacing the sliding door. There are only supply costs involved.

Seven birding educational panels are being installed throughout the County. One located in Belgium, two in Port Washington, one in Grafton by the Interurban Bridge over the Milwaukee River, two in Mequon-Thiensville area and one at the Lion's Den Gorge Nature Preserve in Grafton.

Pit toilets have been removed at Virmond Park and Covered Bridge Park. The replacement of the decking and railings of the pedestrian bridge at Covered Bridge Park has been completed.

Mr. Struck and Parks Superintendent Nowak attended an invasive species training workshop at Havenwoods Environmental Center in Milwaukee. This is in response to the new Natural Resource Rule 40 regarding invasive species. There were also training opportunities on invasive species management in the parks.

Mr. Dreblow and Mr. Struck met with the Wisconsin Department of Transportation regarding the Fish Passage Program project along State Hwy 57 and the culvert crossing at Trinity Creek.

Ten hunters have been selected for gun hunting at the Lion's Den Gorge Nature Preserve using the lottery system. 15 bow hunters have signed up for hunting as well to date.

Mr. Lesar reported that October is not doing as well compared to last year at the golf courses. That is weather related. Revenue is expected to be ahead of last year by \$200,000 or better at year end. Revenues are exceeding last year and expenses are significantly under budget.

Irrigation lines have been blown out at both courses. The drainage issue at Mee-Kwon is almost completed.

Mr. Lesar and Mr. Meaux met with an interested citizen who has a suggestion to create a recreational facility with an indoor area for golf and other sports. The possible land would be the area that was proposed for a dog park. Money would be raised through investors. This is just a request from a citizen on whether the committee would entertain an idea to develop that area for a golf related facility. Informational only. Discussion. Chairperson Uselding would like this item put on a future agenda.

Mr. Struck commented that the NOAA Program staff from Maryland will be doing a site visit of the ARRA/NOAA Funded Project, Entitled "Fish Passage for the Milwaukee River Watershed" on October 23, 2009.

Transit Services:

Action Item:

Approve Agreement for Shelter Installation at Newburg Location: Mr. Dreblow explained that one of the projects that are funded through the stimulus funds is to provide a shelter structure for use by the taxi program at the Tri-Par Station in Newburg. This would be providing a shelter area for people transferring from the Ozaukee County Taxi to Washington County Taxi. Tri-Par Oil Company would be responsible for cleaning up the area around the structure and the County would be responsible for the maintenance of the structure.

Motion made by Supervisor Leider, seconded by Supervisor Grosklaus to approve and authorize execution of the agreement for the shelter installation at the Newburg location. All members present voting aye. Motion carried. (5-0)

Discussion Item:

Status of Staffing Transit Services: As part of the proposed 2010 budget, elimination of the part-time Transit position and reinstatement of a full-time Transit Supervisor position was included. This supervisor position will also provide budgetary assistance for facilities. If approved in the budget the selection process to fill will begin.

Management/Financial/Informational Reports: Reports are included in the packet. Mr. Dreblow reported that ridership is down which is reflective of the current economic conditions.

Highways:

Action Item:

Approve Purchase of Mini Excavator: This was tabled from last meeting so that Mr. Dreblow could review funding for this purchase. Mr. Dreblow presented an option to consider. The summary results of the equipment auction netted \$31,800 minus an 8.5% reduction for the auction fee for approximately \$29,000; \$10,000 savings from carpeting coming in under budget and \$10,000 left in the office equipment budget. This would provide funds to purchase the mini excavator at a cost of \$48,500. This price is an updated quote including the rent credit of \$2,000 for four months.

Motion made by Supervisor Grosklaus, seconded by Supervisor Rothstein to approve the purchase of the mini excavator from Volvo construction Equipment & Services for a cost not to exceed \$48,500 with the funds available as outlined above. All members present voting aye. Motion carried. (5-0)

Discussion Items:

Review of Effect of Possible Reduction in Wisconsin Department of Transportation (WisDOT) Routine Maintenance Agreements (RMA) for 2010: Mr. Dreblow reviewed the analysis of the impact of the proposed reduction of the RMA's. The other counties in the southeast region provided the same analysis which was the basis for the letter that was sent to the Wisconsin Secretary of Transportation. This will cause a reduction in staff that the State currently pays for. Among one of the issues that will occur is that the State sections of road will now take longer to plow because the staff will have to cover a larger area due to reduction in staff. The State is proposing an 11.5% reduction which is approximately \$150,000 for labor, equipment and materials. On the labor side this equates to one employee. This is a proposed reduction therefore the same level of funding as last year is anticipated in the budget.

Mandatory Furloughs for 2009: Mr. Dreblow reported that with the adoption of the Mandated Furlough Policy by the County Board and the subsequent three day furlough implemented by the Administrative Committee the Highway Department furlough days are October 16, 30 and November 13.

Municipal Equipment Auction Results: Included in the packet. There were no further questions.

Management/Financial/Informational Reports: Included in the packet. There were no further questions.

The 2010 Winter Highway Conference will be held on January 11-13 in Wisconsin Dells.

Next Meeting Date: Thursday, November 19 – 8:00 AM

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

Meeting adjourned at 11:32AM

Julianne B. Winkelhorst, County Clerk