

Port Washington, WI
September 17, 2009

The Public Works Committee met at the Highway Department Office.

Present: Supervisors Uselding, Groszklaus, Kletti, Leider and Rothstein (8:03am). Staff: County Administrator Meaux, Public Works Director Dreblow, Planning & Parks Director Struck, Golf Course Supervisor Lesar, Building Superintendent Behlen, and County Clerk Winkelhorst.

Others Present: 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 Kletti, seconded by Supervisor Groszklaus to adopt the agenda as presented. All members present voting aye. Motion carried. (4-0)

Public Comments/Correspondence/Communications: Supervisor Leider attended an Economic Development meeting at Concordia College. Dr. David Borst is pursuing bussing for the college and would like to appear before this committee to discuss this. Mr. Dreblow stated that he is working with Concordia College to develop a bussing option. The next meeting will be September 29.

8:03AM Supervisor Rothstein in attendance.

Discussion on roundabouts.

Mr. Dreblow received letters from the Port Washington Fish Day Committee and the Village of Fredonia Marshall thanking the County for support and services that were provided.

Approve Minutes from the August 20 Meeting: Motion made by Supervisor Groszklaus, seconded by Supervisor Rothstein to approve the August 20 meeting minutes as presented. All members present voting aye. Motion carried. (5-0)

Facilities Management:

Action Item:

Request to Fill Two Part-Time Janitor Positions: Mr. Behlen stated that the two positions are vacant because the current employees cannot meet the currently scheduled hours. These are budgeted positions with no benefits and are on a rotating schedule.

Motion made by Supervisor Groszklaus, seconded by Supervisor Leider to approve the request to fill the two part-time Janitor positions. All members present voting aye. Motion carried. (5-0)

Chairperson Uselding requested to move ahead in the agenda. There were no objections.

Management/Financial/Informational Reports: Mr. Behlen reported that the Sheriff's Department is looking to increase the security on the outdoor recreation yard. This is budget neutral and would be funded through the Jail Assessment fund. This will go before the Public Safety Committee meeting on September 22. Informational item only.

Mr. Behlen would like to attend a seven day course over 6 months to receive a Building Operator Certificate. The cost is \$750 and if any energy savings projects are initiated by July 2010, \$500 of the \$750 would be paid for. Discussion on the benefits of the training. The committee suggested that Building Superintendent Hicks attend as well.

The Committee would like a discussion item on the front handicap entrance to the Administration Center at the next meeting.

Discussion Item:

Report from Construction Manager Regarding Status of Lasata Crossings Project: Mr. Raskin provided the August status report. Information on the job progress schedule, budget, contingency and change order logs was included. Mr. Raskin reported that the schedule tracking is right on for project to be completed June 1, 2010 per plan. The budget is on track with \$19,193 of the approximate \$410,000 of the contingency funds committed. They are holding a 5% retainage on contractors, none on materials.

Chairperson Uselding questioned the use of lumber versus precast concrete slabs and the difference in time for building. Mr. Raskin explained that the number of stories and code restrictions determine the use of concrete. He further stated that a traditional wood frame does not take as long to construct as a masonry frame. Discussion on the use of ABS piping.

Mr. Raskin reviewed the contingency log. Discussion on change orders.

The consensus of the committee is to have Mr. Raskin provide a monthly update.

Chairperson Uselding acknowledged Rich Brown for 10 years of service with the County. The committee and staff extended their congratulations.

Planning & Parks:

Action Items:

Approve Bid for New Roofing for the Small Barn at Virmond County Park: Mr. Struck stated that they have been taking steps to make better use of the small barn. The roof is leaking and needs to be replaced. The intent is to keep this building for long term as a workshop and utility storage. Two bids were received and reviewed. The Man of ALL Traits - \$9,500 and C & K Services, Inc. of Newburg - \$9,424.

Motion made by Chairperson Uselding, seconded by Supervisor Kletti to award the bid for the roofing for the small barn at Virmond County Park to The Man of ALL Traits for the amount of \$9,500. All members present voting aye. Motion carried. (5-0)

Approve Bid for New Furnace and Associated Electrical Work for the Shady Lane Parks Superintendent House: Mr. Struck explained that the current oil and wood burning furnace needs to be replaced. The age is undetermined and there have been several problems with it. To improve efficiency they would like to convert to propane. It would be more cost effective to replace the air conditioner at this time as well due to the coil installation that is needed.

Mr. Struck would like to abandon the oil heater entirely which would require the replacement of the water heater. The water heater is not a large expense and is not included in the bid at this time.

Three bids were received for installation of both the furnace and air conditioner. The bids were reviewed. Bublitz Plumbing & Heating, Inc. - \$7,105; Steffen Plumbing & Heating Inc. - \$7,575 and Sandlin Heating & Sheet Metal - \$10,077.

Mr. Struck stated that \$4,600 is budgeted for any issues that would come up at the Shady Lane property and he would like to take a portion of monies budgeted for purchasing a utility cart for Virmond. Next year new utility carts will be purchased for the golf course and Mr. Struck would then transfer one of the old carts to Virmond. The total amount of monies available would be \$13,000.

The bids for the replacement of the water heater will come before the committee next time. Included in the bid documents from Sandlin, was a bid from Moraine Environmental, Inc. for an additional \$1,900 for tank removal.

Motion made by Supervisor Leider, seconded by Supervisor Rothstein to approve awarding the bid for the installation of a furnace and air conditioner with conversion to propane, to Bublitz Plumbing & Heating, Inc. for \$7,105. All members present voting aye. Motion carried. (5-0)

Management/Financial/Informational Reports: Mr. Lesar reported that golf continues to do well at both courses. Revenue is up \$200,683 year to date over last year. Leagues are all done for the year. The Fall golf specials start October 3. The Second Annual Autumn Open was very successful. The annual green aeration has been done at Mee Kwon Golf Course and Hawthorne Hills Golf Course will be done on September 21 and 22.

Mr. Struck provided an update on the research comparison he did on the rental of HH Peters Youth Camp Rental. After the comparison, Mr. Struck feels that the \$200 rental fee that is currently being charged is a fair amount. There were no objections.

9:55AM Intern Wittek joined the meeting.

A thank you letter was received from a Cedarburg Brownie Troop for information that was distributed to them by the Planning and Parks Department as they pursued their Wildlife Badge requirements at Lions Den Nature Preserve. This was just a sample letter of several that Mr. Struck has received from Girl Scout Troops who use the park.

Some of the Eagle Scout projects going on in the County Parks are new volleyball courts at Tenedick Nature Park and trail work at HH Peters Youth Camp.

Mr. Struck provided an update on the Interurban Trail project.

Transit Services:

Discussion Items:

Triennial Review Close Out: Mr. Dreblow explained that 23 areas were reviewed and deficiencies were found in two areas. The review has now been closed out.

2009 Marketing Award: As part of the Southeastern Wisconsin Marketing Partnership, Ozaukee County received the Transportation Marketing & Communications Association Award of Merit for their advertisement campaign on "The Bus is My Ride and is Eco Friendly".

Management/Financial/Informational Reports: Reports are included in the packet. Discussion on ridership and bus services at the colleges.

Highways:

Action Items:

Approve Purchase of Mini Excavator: Mr. Dreblow stated that the current mini excavator is being rented at \$500 per month. The regular price for rental would be \$700/wk. but due to the interest in a potential purchase of this machine the County was able to rent it for three months at a lower rate. Volvo Construction Equipment & Services will credit the county the full rental cost if this machine is purchased. The total cost with attachments is \$49,150. It is the recommendation of Highway Shop Superintendent Leppla to purchase this equipment if funds are available. There were no monies budgeted for in 2009. Mr. Dreblow further stated that out of other equipment expenditures they have taken advantage of any savings to purchase equipment. This is a piece of equipment that would be used extensively. Possible savings in projects that have been completed under budget but he is only able to identify about \$10,000 - \$15,000 available at this time.

Discussion on continuing to rent until able to purchase or continuing to rent versus buying. Mr. Dreblow stated that this is a very good price on the equipment and definitely would be used.

Motion made by Supervisor Kletti, seconded by Supervisor Grosklaus to table the request to purchase the mini excavator to the October meeting. All members present voting aye. Motion carried. (5-0)

Approve Agreement with City of Port Washington for Upper Lake Park Stairway Construction: Mr. Dreblow stated that the City of Port Washington has requested assistance from the County for the construction of a stairway from Upper Lake Park to the Lake Michigan beach. The County would provide technical assistance for design and staff to work along with the city employees. The City attorney has developed the agreement and Corporation Counsel has reviewed and approved.

Motion made by Supervisor Kletti, seconded by Supervisor Rothstein to approve and to authorize the Public Works Director to execute the agreement with the City of Port Washington for the Upper Lake Park stairway construction. All members present voting aye. Motion carried. (5-0)

Discussion Item:

Review of Additional Claim from Frankard for Rental Loss: Mr. Dreblow reviewed the history to date of the real estate acquisition of the Frankard family property. They have submitted an additional claim of \$39,000 for rent loss of their rental property on Highway W as part of the real estate acquisition for the Mequon Road to Glen Oaks Road projects.

On September 14 Mr. Dreblow met with the Wisconsin Department of Transportation (WisDOT) and Corporation Counsel to review the status of the claim. The City of Mequon did not attend the meeting. If the WisDOT pays 80%, then the County and City would split the remaining 20%. The total cost to the County would be \$3,900. Mr. Dreblow previously sent a letter to the Frankards denying their claim until it was investigated. The WisDOT is recommending that the County deny the claim. Corporation Counsel is preparing the denial letter which will be approved by the WisDOT.

The Committee is in agreement to deny the claim. This is an informational item only.

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

Next Meeting Date: Thursday, October 22 – 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 11:26AM

Julianne B. Winkelhorst, County Clerk