

Port Washington, WI
February 18, 2010

The Public Works Committee met at the Highway Department Office.

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

Others Present: Supervisor Hazelwood, Scott Solverson-Vice-President AECOM, Ryan Raskin-Beyer Construction, Mary Sayner-President Ozaukee County Historical Society and Kent Larimer

Absent: Supervisor Grosklaus

Call to Order/Proper Notice/Adoption of Agenda: The meeting was called to order by Chairperson Uselding at 8:00AM. Ms. Winkelhorst assured the committee 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 Kletti reported on the Wisconsin Counties Highway Association (WCHA) meeting on February 16. Liz Stephens is the new Wisconsin Counties Association Legislative Associate. The bidding issue with the WCHA and the Wisconsin Transportation Builders Association (WTBA) was discussed at the meeting as well as the discontinuation of local force account work for the counties. Mr. Dreblow further explained.

Mr. Dreblow stated that the WCHA Executive Director Daniel Fedderly is requesting feedback from the County Highway Committees regarding term limits for Highway Commissioners that serve as Vice-Chairperson for two years, then become Chairperson for two years and then past President for two years. This is a six year commitment. The WCHA would like to reduce the six year term commitment to a three year term.

Discussion on members of the WTBA merging to form a joint venture to bid on projects.

Approve Minutes from the January 21 Meeting: Motion made by Supervisor Leider, seconded by Supervisor Kletti to approve the January 21 meeting minutes as presented. All members present voting aye. Motion carried. (4-0)

Facilities Management:

Action Items:

Review/Approve Engineering Proposal for Chiller Replacement/Justice Center: Mr. Dreblow explained that this is the first step in the project to retain a qualified engineering firm to evaluate the different options for the County. Fredericksen Engineering has submitted a proposal for \$9,400. The study may be eligible for funding through Focus on Energy. Mr. Behlen further stated that they are looking at a possible different design for efficiencies even though there is a larger upfront cost. These are the original chillers. The life expectancy is 20-22 years. Currently the area around the chillers is not a proper size area for dissipating the heat, therefore the life expectancy is even less. Mr. Dreblow noted that the incorporation of a change to the boilers is also being looked at.

Motion made by Supervisor Rothstein, seconded by Supervisor Leider to approve the Engineering Proposal from Fredericksen Engineering in the amount of \$9,400. All members present voting aye. Motion carried. (4-0)

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

Discussion Items:

Report from Construction Manager regarding Status of Lasata Crossings Project: Mr. Raskin reviewed the project status report for January. Information on the job progress schedule, budget, contingency log and change order log was included.

The tracking is right on with the milestone schedule for target date of June 1. The commons building is slated to be completed by mid May. A model unit on the first floor will be completed by mid March to assist with marketing efforts. Furniture is currently out on bid.

The overall budget is doing well. The percentage complete on the contracts is 60% and 17% of the contingency has been used. Current budget is at \$9,642,000.

Chairperson Uselding reverted back to the order of the agenda.

Facilities Management:

Action Items cont.

Review/Approve Engineering Proposal for Fairgrounds Development Project: Mr. Dreblow explained that in the packet was a very extensive proposal which covers all the necessary engineering and architectural services for the development of the fairgrounds assuming a possible curling facility at the northern end of the site. There is no approval or funds from the County Board to proceed with the project. However, there are planning funds left to proceed with engineering proposals for the south end of the park. This would be for Phase 1 design work involving developing the area to accommodate a new sheep barn and a multi-purpose building with an exhibition hall and restrooms.

Mr. Solverson provided a brief overview and reviewed the scope of the Phase 1 Civil/Site Engineering work. This includes geotechnical investigation of Phase 1; stormwater management of the entire fairgrounds area with the exception of east/west swales adjacent to the existing soccer fields in the north end of the site; sanitary sewer extension design; and Phase 1 building site plans.

Supervisor Leider questioned the safety of the retention pond in an area where there are so many children and the need to have the area fenced off. Mr. Solverson stated that it is a concern, but he would not recommend a fence. However it can be done and that would be the decision of the County and the City of Cedarburg. The pond will be designed with a safety shelf. Supervisor Kletti commented that there are more challenges with a fence. Discussion.

Supervisor Leider questioned the disposal of animal waste. Mr. Dreblow said that a manure storage area was discussed at the Fairgrounds Ad-Hoc Committee and with the 4-H staff. This was determined to be located just north of the proposed sheep barn. Mr. Solverson commented that the design of the drainage will be done so there is no runoff into the retention pond along with the design of the manure storage area. Discussion.

Further discussion on the condition of the current buildings and the long term proposed plan.

Mr. Meaux stated that there are sufficient funds left over from the purchase of the additional land at the fairgrounds. This may have to go to the County Board to get approval to use the funds for the study.

Motion made by Supervisor Kletti, seconded by Supervisor Rothstein to approve the Phase 1 Professional Engineering Services from AECOM in the amount of \$42,088. All members present voting aye. Motion carried. (4-0)

9:26AM Supervisor Rothstein out of attendance.

Review/Approve Resolution in Support of Design-Build Construction Method: This was requested by County Board Chairperson Brooks to bring before the committee. Mr. Dreblow explained that under current public bidding law, counties and municipalities cannot use the Design-Build method as an option but must use a conventional means of having an engineer or architect prepare a detailed set of plans and specifications and go through a public bidding process. However, school districts are exempt from public bidding law and can use the Design-Build method. The Design-Build method allows retaining a Construction Manager to give you a bid for construction. The Construction Manager then hires all the contractors. Discussion.

Motion made by Supervisor Kletti, seconded by Supervisor Leider to approve the resolution supporting the Design-Build construction method. All members present voting aye. Motion carried. (3-0)

Review/Approve Carryover of Funds from 2009 Budget: Mr. Dreblow explained the carryover of \$50,000 from Administration Center Maintenance. This was money budgeted for chiller maintenance and replacement of the cooling tower. The decision was made to combine the two projects with the Justice Center to apply for an energy grant. These funds would go towards the completion of the energy projects.

9:34AM Supervisor Rothstein in attendance.

Mr. Behlen explained the carryover of \$21,900 from Justice Center. These monies are for repairs to fire alarm systems at the fairgrounds, carpet replacement in Corporation Counsel/Veterans' Service Departments and sod and landscaping around the War Memorial and signs. Work was not completed in 2009.

Motion made by Supervisor Leider, seconded by Supervisor Kletti to approve the 2009 budget carryovers for a total amount of \$71,900. All members present voting aye. Motion carried. (4-0)

Discussion Item cont.

Discussion regarding the Wall Treatments for the Court Rooms (2011 project): Mr. Behlen stated that the wallpaper in the courtrooms is worn and in need of replacement. He is looking to the committee for direction as to whether to paint or wallpaper. The consensus of the committee is to paint the courtrooms.

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

Mr. Meaux requested to move ahead in the agenda. There were no objections.

Planning & Parks:

Action Items:

Review/Approve Resolution re Lease Agreement Ozaukee County Historical Society (OCHS, Inc.) re Pioneer Village: Mr. Meaux stated that this resolution codifies the agreement that was adopted at the last meeting. Some of the terms were changed regarding the County's responsibilities, therefore, a resolution needed to be drafted for approval by the County Board. The language in the resolution is exactly what was approved at the last meeting.

Supervisor Rothstein commended Ms. Sayner for all the good work that the Ozaukee County Historical Society does. Ms. Sayner acknowledged appreciation for the support of the County.

Motion made by Supervisor Kletti, seconded by Supervisor Leider to approve the resolution regarding the lease agreement with the Ozaukee County Historical Society, Inc. for the operation

and management of Ozaukee County Pioneer Village at Hawthorne Hills County Park and to forward to the County Board. All members present voting aye. Motion carried. (4-0)

Discussion Item:

Use of a Solo Rider Golf Cart at Mee-Kwon Park Golf Course: Mr. Larimer spoke on spinal cord injuries and his proposal to allow access to Mee-Kwon Park Golf Course at no or reduced daily fees and to store/maintain a specialized powered golf riding cart designed to allow people with paralytic disabilities the enjoyment of playing golf.

Mr. Larimer and Recreation Therapist Joyce Casey will work with different Veterans Service organizations to fund the estimated \$7,000 - \$10,000 needed to purchase the specialized cart. Major maintenance would be funded through the service organizations as well. The cart would need to be stored and probably maintained at the course.

Mr. Larimer would volunteer to be the caddy/guide to assist the golfer and to be certain there is no impact to the golf course. The golfer would play during the off times at the course and will probably only play one or two holes. Mr. Lesar commented that this can be worked out, there is very little impact to the course and it is used at other courses. Mr. Larimer said that this is not a contract with the County and so if it doesn't work out it then it would end.

Mr. Struck and Mr. Lesar are willing to try it as a pilot program and will work out the specifics. The consensus of the committee is to permit the use and storage of the cart at Mee-Kwon Park Golf Course and to allow staff to work with Mr. Larimer and others on the management and operational specifics.

Chairperson Uselding reverted back to the order of agenda.

Planning & Parks:

Action Items:

Review/Approve Filling Mee-Kwon Park/Golf, Mechanic/Assistant Superintendent Positions:

Mr. Struck explained that the Mee-Kwon Park Golf Course - mechanic position is where the vacancy is. However, the evaluation affects the Assistant Superintendent position as well. Mr. Lesar reviewed the results of the evaluation on the four options for addressing the vacancy: 1) out-source either position – a contracted bid was received at \$90,000/yr for the Mechanic position; a staffing agency would charge \$30/hr and then there would also be annual training and monitoring by staff for a cost of \$9,130. The conclusion was that cost reduction and improve efficiencies would not be realized by outsourcing the positions. 2) Part-time employees – this would be two part-time employees working 20 hours per week. There would be a wage reduction of \$5,658, but this does not include working a full year. There are a lot of inefficiencies with part-time help and potential turnover is high. There would be supervisory issues as well. In conclusion, the wage reduction is eliminated by reduced efficiency and does not lend itself to creating a “TEAM” organization. This is not a cost effective long term alternative. 3) Share Mechanic with Highway Department - Mr. Dreblow stated that Highway and Parks have similar scheduling demands and labor contract issues regarding pay and workday hours. The conclusion is that cost reduction and increased efficiencies would not be realized. 4) Retain current organization – savings would be realized through the hiring at a lower salary. A full-time staff working as a “TEAM” provides the best opportunity for continuing to improve course conditions and customer satisfaction at the least cost.

Motion made by Supervisor Leider, seconded by Supervisor Rothstein to approve the request to fill the Mechanic and Assistant Superintendent positions. All members present voting aye. Motion carried. (4-0)

Review Bids/Approve 2010 Equipment Purchases for the Planning & Parks Department: Mr. Struck and Mr. Lesar reviewed the proposed equipment purchases and the recommendations are as follows:

- 1) Two (2) sprayers, one for each of the golf courses – 2 bids were received. Reinders net price with trade-in for the Toro Multi Pro 5700D including the optional automatic leveler of the boom was \$93,810. Burris net price with trade-in for the Smithco Spray Star 3180 was \$89,428 did not include the option and did not meet the specs. Recommend Reinders at \$93,810.
- 2) Four (4) utility carts- 4 bids received. Net price with trade-ins Meyer - \$24,488; E-Z-GO - \$24,872; Tiziani - \$25,220 and Reinders - \$29,778. The recommendation is the Club Car from Tiziani for \$25,220. Local dealer, and more experience with Club Car. Better overall quality vehicle with required box dimensions.
- 3) One utility tractor for Mee-Kwon Golf Course – 5 bids received. Net price with trade-in Miller & Boeldt at \$21,600; Burris - \$23,139; Mid-State - \$24,675; Proven Power - \$29,415; and Mid-State - \$30,149. Recommend low bid from Miller-Boeldt at \$21,600.
- 4) One Front Mower w/side discharge for the Parks – 9 bids received. Lochen-\$14,794; Lochen - \$15,318; Burris - \$15,323; Mid-State-\$15,549; Mid-State - \$17,572; Proven Power - \$17,900; Riester/Schnell - \$18,545.05; Burris - \$18,746 and Reinders - \$19,617. Recommendation is the Kubota F3680 from Lochen for \$15,318. This supersedes engine horsepower spec and can be used with more future option attachments.
- 5) One Snowblower and cab assembly for front mower for Parks – one bid received from Lochen for \$9,520. A savings of \$1,400 if purchased with the mower.
- 6) One Snowplow for the new Parks truck – two bids received. Stern Enterprises - \$6,000 and Five Corners - \$6,300. Recommendation low bid Stern Enterprises for \$6,000.

Mr. Struck stated that all items are budgeted for, except for the snow plow for the truck. Those monies are for consideration in the 2009 budget carryover request.

Motion made by Supervisor Kletti, seconded by Supervisor Rothstein to award the bids per the staff recommendations in the amount of \$171,468. All members present voting aye. Motion carried. (4-0).

Review/Approve Carryover of Funds from 2009 Budget: Mr. Struck explained that most of the carryovers are for items not completed in 2009. A large percentage of that work is done with the Highway Department; therefore, it is revenue for them. Other items being carried over are contracted items, computer equipment related to the new system and snow plow for the Parks truck.

Motion made by Supervisor Rothstein, seconded by Supervisor Leider to approve the 2009 budget carryovers in the total amount of \$94,000. All members present voting aye. Motion carried. (4-0)

11:00AM Transit Superintendent Wittek joined the meeting.

Management/Financial/Informational Reports: Mr. Struck noted that the Highway Department is currently working on signage for the Trail Improvement Project, which still needs to be installed. This will not be in the ground or attached to the bridge until Spring 2010. Approximately, 75%

of the local force account work has been reimbursed by the State, with the remaining balance collected when the project is closed out.

Mr. Struck noted that Planning and Parks staff have been working on the new reservation forms, so that they can be available online along with maps of the parks and photos.

Financial reports were included in the packet. There were no further questions.

Transit Services:

Action Items:

Review/Approve Transit Superintendent Attendance at Mobility Manager Training Program in Baraboo, WI, March 23-24, 2010: Mr. Wittek stated that this is for background training for tasks related to the mobility management program with Human Services. The costs for training are 80% reimbursable from the Rural Transit Assistance Program.

Motion made by Supervisor Kletti, seconded by Supervisor Rothstein to approve attendance for the Transit Superintendent at the Mobility Manager Training Program in Baraboo, WI. All members present voting aye. Motion carried. (4-0)

Mr. Wittek reported that he has met with the Mobility Management Committee. One of the major goals in the coordination plan is to have an agreement between Ozaukee and Washington Counties. They are creating a task force to explore the options, how to fund it and how to make it work efficiently.

Management/Financial/Informational Reports: Mr. Wittek stated that the County has received nine new vehicles-five vans and four sedans. He further explained that they are working on resolving the issue with the new vans regarding the space for the wheelchairs.

Mr. Dreblow noted that the year end results show the bus ridership is down 14% and the taxi ridership is down 4.7%. The decline could be due to the elimination of the shuttle ridership and also the economy. Discussion.

Chairperson Uselding questioned the increase in administrative costs for the month of December. Mr. Wittek explained that the increase was due to licensing and marketing fee from Technology Resources for Route Match Software. The cost was \$18,700 and was 100% reimbursed from the American Recovery and Reinvestment Act (ARRA) procurement.

The shelter for the gas station in Newburg has arrived. When the weather is better a concrete slab will be put in and the shelter installed.

Mr. Dreblow complimented Mr. Wittek on the Policy and Procedure Manual for Transit Services that he put together.

Mr. Wittek stated that the discrimination complaint in September was dismissed as no probable cause by the Department of Workforce Development.

The new slogan "Call Share, Get There" is now on the vehicles.

11:00AM Construction Superintendent Banton joined the meeting.

Highways:

Action Items:

Review/Approve Revised SMA for CTH W-STH 167 to Glen Oaks Project: Mr. Dreblow explained that this is the revised final agreement authorizing the \$2.5 million of County STP entitlements to be used on the project as agreed. The agreement was reviewed.

The project is scheduled for a March 9 letting with an estimated start date of April 15 with expected completion late October.

Motion made by Supervisor Kletti, seconded by Supervisor Rothstein to approve the revised State/Municipal Agreement for CTH W-STH 67 to Glen Oaks project and to authorize the Public Works Director to execute. All members present voting aye. Motion carried. (4-0)

Review/Approve Purchase of 1 ton 4X2 Truck Chassis: Two bids were received. Total cost for two trucks - Schmit Brothers Ford - \$61,197 and Lochen Ford \$62,724. Recommendation is the low bid from Schmit Brothers Ford. \$90,000 was budgeted.

Motion made by Supervisor Kletti, seconded by Supervisor Leider to award the bid to Schmit Brothers Ford for the amount of \$61,197 for two 1-ton 4x2 truck chassis. All members present voting aye. Motion carried. (4-0)

Review/Approve Purchase of Snow Plow & Dump Body Equipment: The bid analysis was presented. All recommendations are for the low bids for the snowplow systems and dump bodies. Three bids received for each item are as follows:

- 1) 2- 12 ft snow plows – Monroe Equipment \$9,132; Caspers Equipment - \$9,500 and Wausau-Everest - \$9,576
- 2) 1- truck hitch – Caspers Equipment - \$972; Monroe Equipment - \$1,862; Wausau-Everest - \$2,798
- 3) 2- right side wing – Wausau-Everest - \$9,538; Caspers Equipment - \$10,812; Monroe Equipment - \$12,136
- 4) 1 – left side wing – Wausau-Everest- \$5,024; Caspers Equipment - \$5,152; Monroe Equipment- \$6,379
- 5) 2-pre-wet system – Caspers Equipment-\$2,994; Madison Equipment - \$3,600; Monroe Equipment - \$3,956
- 6) 2-2yd dump body – Monroe Equipment - \$8,114; Caspers Equipment - \$8,178; Madison Equipment - \$9,284
- 7) 1-5yd dump body – Caspers Equipment - \$7,606; Monroe Equipment - \$7,979; Madison Equipment - \$8,608
- 8) 2-15yd dump body – Caspers Equipment - \$23,406; Monroe Equipment - \$24,302; Madison Equipment - \$24,556
- 9) 1-air lift axle – Madison Equipment - \$3,187; Caspers Equipment - \$3,226; Monroe Equipment - \$3,651
- 10) 2- hydraulic system – Caspers Equipment - \$30,565; Madison Equipment - \$30,729; Monroe Equipment - \$30,877

Motion made by Supervisor Rothstein, seconded by Supervisor Leider to award the bids per the staff recommendations. All members present voting aye. Motion carried. (4-0)

11:20AM Highway Superintendent Tackes joined the meeting.

Review/Approve Proposed Speed Limit Changes for CTH C in the Vicinity of CTH CC: Mr. Dreblow reviewed the speed limit changes. The current 40 mph area would be reduced to 35 mph as requested by the City of Port Washington. The 45 mph zone would expand slightly so that a reasonable transition for the speed limit to go from 45 to 35 to 25 is established.

The language would reflect the change from 40 to 35 mph from the south corporate limits of the City of Port Washington located .25 miles north of CTH CC southerly for a distance of .30 instead of .84 of a mile south of CTH CC. 45 miles per hour from a point .30 instead of .84 of a mile south of CTH CC, southerly to the south line of the Town of Port Washington.

As requested by this committee the speed limit change did not go to the Ozaukee County Traffic Safety Committee but rather through this committee and proceed to the County Board.

Motion made by Supervisor Kletti, seconded by Supervisor Leider to approve the proposed speed limit change reflected in the County Code of Ordinances and forward to the County Board. All members present voting aye. Motion carried. (4-0)

Review/Approve Proposed Sign Ordinance re Directional Signs in the CTH Right of Way: The proposed ordinance for the signage in the right-of-way was drafted by Corporation Counsel to allow official signs for cities and villages to be placed as directional signs with the County right-of-ways.

This would be for areas within the corporate limits of cities and villages on county right-of-ways or on land immediately adjacent to the corporate limits. The signs would have to be approved by this committee before going up. Discussion.

Motion made by Supervisor Rothstein, seconded by Supervisor Kletti to approve the proposed sign ordinance regarding directional signs in the County right-of-ways. All members present voting aye. Motion carried. (4-0)

Review/Approve Carryover of Funds from 2009 Budget: The carryover is for highway construction projects on CTH Y, CTH W and CTH O that were only partially completed in 2009.

Motion made by Supervisor Leider, seconded by Supervisor Rothstein to approve the carryover of funds from the 2009 budget in the amount of \$545,282. All members present voting aye. Motion carried. (4-0)

Management/Financial/Informational Reports: Mr. Dreblow and Mr. Tackes attended the Plans, Specifications & Estimate (PS&E) meeting for the STH 60 project from Five Corners to First Ave. This is scheduled for a June 8 letting with a July 4 start and expected completion by October.

The Highway and Planning and Parks Departments staff will be doing chain saw safety training over two days in April.

As part of the renovations of the hot mix plant, there was a series of small propane tanks which were replaced by a single 30,000 gallon tank. The intent with the purchase of the larger tank was for it to pay for itself through the reduced cost of buying propane in bulk. A comparison was done between 2009 and 2008 years. The gallons used in 2009 were 130,000 and 132,000 in 2008. \$115,000 was spent in 2009 and \$209,000 in 2008. A savings of \$84,000 was realized in the first year. The actual exceeded the projected.

Financial reports included in the packet. There were no further questions.

Next Meeting Date: Thursday, March 18, 2010 – 8:00 AM

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

Meeting adjourned at 12:13 PM

Julianne B. Winkelhorst, County Clerk