



MINUTES
PUBLIC WORKS COMMITTEE
REGULAR MEETING
THURSDAY, MAY 20, 2021 – 8:00 AM
ADMINISTRATION CENTER - AUDITORIUM
121 W MAIN STREET, PORT WASHINGTON, WI 53074

1. CALL TO ORDER

A regular meeting of the Public Works Committee was held in the auditorium at the Administration Center.

Attendee Name	Title	Status	Arrived
M. Wolf	Chairperson	Present	
T. Grabow	Vice-Chairperson	Present	
J. Haas	Supervisor District 2	Excused	
D. Henrichs	Supervisor District 23	Remote	
P. Marchese	Supervisor District 20	Excused	

Staff present: County Administrator Dzwinel, Public Works Director Edgren, Corporation Counsel Gorden, Finance Director McMahon, and Chief Deputy County Clerk Henning.

Staff present remotely: Transit Superintendent Neilson-Loomis and Policy & Budget Analyst Wittek.

Others present: City of Mequon Attorney Brian Sajdak and Jon Wallenkamp, Kueny & Associates.

Others present remotely: City of Mequon Public Works Director Kristen Lundeen.

2. PROPER NOTICE

Chairperson Wolf called the meeting to order at 8:03 AM. The clerk noticed the meeting as required.

3. PUBLIC COMMENTS/CORRESPONDENCE/COMMUNICATIONS

There was none.

4. APPROVAL OF MINUTES

a. April 22, 2021

Motion to approve the April 22, 2021 minutes as submitted.

PUBLIC WORKS COMMITTEE	
RESULT:	APPROVED [UNANIMOUS]
MOVER:	T. Grabow, Vice-Chairperson
SECONDER:	D. Henrichs, Supervisor District 23
AYES:	Wolf, Grabow, Henrichs
EXCUSED:	Haas, Marchese

5. FACILITIES MANAGEMENT

a. Management/Financial/Informational Reports

1. Facilities Financials

There were no questions.

6. HIGHWAYS

a. Action Items:

1. City of Mequon Adopt-a-Median Program

Ms. Gorden continues to have concerns over "liability" and does not believe the County can statutorily assign the county's maintenance responsibility over to a municipality. Therefore, any potential accident or injury occurring on the County Highway may still involve the County.

Discussion on liability concerns, whether or not the County can enter into the agreement, signage law and a probable revision to the mutual indemnification clause if the County entered into the MOU with the City of Mequon.

Motion to postpone until the legal work is completed and the MOU is presented in a form that Ozaukee County Corporation Counsel will accept.

PUBLIC WORKS COMMITTEE

RESULT: POSTPONE [UNANIMOUS]

MOVER: T. Grabow, Vice-Chairperson

SECONDER: D. Henrichs, Supervisor District 23

AYES: Wolf, Grabow, Henrichs

EXCUSED: Haas, Marchese

2. City of Mequon I-43/Highland Interchange Intergovernmental Agreement

Motion to approve the Highland Interchange Intergovernmental Agreement between the City of Mequon and the County of Ozaukee as submitted.

PUBLIC WORKS COMMITTEE

RESULT: APPROVED [UNANIMOUS]

MOVER: T. Grabow, Vice-Chairperson

SECONDER: D. Henrichs, Supervisor District 23

AYES: Wolf, Grabow, Henrichs

EXCUSED: Haas, Marchese

b. Discussion Items:

1. Highway Department Facility Study Update

Mr. Wallenkamp provided a review of the components comprising the study. Information included Facility Programming; Identify Redundant/Underutilized Equipment; Efficiencies Paybacks; Facility Function/Design; Parts & Small Equipment; Vehicle Parking Bay; Fluid & Air Distribution; Vehicle Wash Systems; Facility Finishes; Vehicle Repair Bay; Sustainable Design Upgrades; Type of Construction and Efficiencies.

The final study will identify current needs, future needs and a road map of the county's future.

7. DISCUSSION ITEMS:

a. Ozaukee County Strategic Plan 2020-24

Mr. Wittek explained that the Ozaukee County Strategic Plan 2020-2024 is comprised of six (6) strategic goals and reviewed Goal #2 - Provide a Safe & Efficient Transportation System for All. The strategic objectives and performance indicators and metrics of each objective were reviewed by Mr. Wittek, Mr. Edgren and Ms. Neilson-Loomis.

b. Performance Management Metrics

Mr. Wittek shared and discussed the performance metrics measured in the Highway Department, Transit Services and Facilities Management.

8. TRANSIT SERVICES

a. *Discussion Items:*

1. Summerfest 2021 Shuttle Service

Ms. Neilson-Loomis explained that the Milwaukee County Transit System (MCTS) is willing to offer the Summerfest shuttle service in September. Having enough staff to operate the buses does not appear to be an issue; however, the issue is how many people will be allowed on the bus. If the buses cannot be packed full, more busses would be required to perform the service which would create a feasibility issue.

2. Partnership with MCTS for service to Brown Deer Park & Ride and Concordia University via Port Washington Road

Previously, the committee had discussed the possibility of adding services at Brown Deer Park & Ride and Port Washington Road service and was left to revisit towards budget cycle.

Discussion regarding the addition of the Brown Deer Park and Ride service to increase ridership for 2022 and the recommendation to not add the Port Washington Road service until the need for the service can be determined.

3. Shared Ride Taxi Routing Software

Shared Ride Taxi has used RouteMatch software for scheduling, dispatch and vehicle tracking for more than 10 years. The taxi service requirements have expanded beyond the capabilities of the software and there have been consistent issues with software reliability and customer service responsiveness. Ozaukee Transit is in the process of evaluating different routing software programs and intends to switch to a new platform by October.

b. *Management/Financial/Informational Reports*

1. Transit Financial Report

There were no questions.

9. HIGHWAYS (cont.)

a. *Action Items:*

1. CTH Y Road Closure for Newburg Fireman's Parade

Motion to approve the CTH Y closure as proposed, contingent upon the Village of Newburg's acceptance of responsibility, and Town of Saukville's authorization to use Singing Hill Road as a detour route.

PUBLIC WORKS COMMITTEE**RESULT: APPROVED [UNANIMOUS]****MOVER:** T. Grabow, Vice-Chairperson**SECONDER:** D. Henrichs, Supervisor District 23**AYES:** Wolf, Grabow, Henrichs**EXCUSED:** Haas, Marchese**2. Road Sweeper Purchase**

Motion to approve the purchase of the Superior Broom SM74J from American State Equipment as recommended by staff.

PUBLIC WORKS COMMITTEE**RESULT: APPROVED [UNANIMOUS]****MOVER:** T. Grabow, Vice-Chairperson**SECONDER:** D. Henrichs, Supervisor District 23**AYES:** Wolf, Grabow, Henrichs**EXCUSED:** Haas, Marchese**b. Discussion Items:****1. Highway Accounting and Budgeting**

Discussion on the two funds of the Highway Department - Special Revenue Fund County Roads and Bridges and Internal Service Fund Highway Department; how the tax levy funds county operations; the balance of revenues and expenses and budgeting for construction projects.

c. Management/Financial/Informational Reports

1. Highway Financials
2. May 2021 Status Update on Public Works Department Items
3. CTH NN & CTH Y (Granville Road) Intersection
4. Town of Fredonia ATV/UTV Approval

10. NEXT MEETING DATE

Thursday, June 17, 2021

11. ADJOURNMENT

Motion made by Supervisor Grabow, seconded by Supervisor Henrichs to adjourn. Motion carried. Meeting adjourned at 9:58 AM.

Lisa M. Henning, Chief Deputy County Clerk