



MINUTES  
 PUBLIC WORKS COMMITTEE  
 REGULAR MEETING  
 THURSDAY, JUNE 16, 2022 – 8:00 AM  
 HIGHWAY DEPARTMENT - MEETING ROOM  
 410 SOUTH SPRING STREET, PORT WASHINGTON, WI 53074

Draft Minutes Pending Committee Approval

**1. CALL TO ORDER**

A regular meeting of the Public Works Committee was held in the meeting room at the Highway Department.

Attendee Name	Title	Status	Arrived
M. Wolf	Chairperson	Present	
T. Grabow	Vice-Chairperson	Present	
T. Richart	Supervisor District 12	Present	
J. Strom	Supervisor District 21	Present	
M. Godden	Supervisor District 20	Present	

Staff present: County Administrator Dzwinel, Public Works Director Edgren, Sheriff Johnson, Captain Lambrecht, County Surveyor Project Technician Guettel, Transit Superintendent Neilson-Loomis(8:16am) and County Clerk Winkelhorst.

Others present: Jon Wallenkamp, Kueny Architects, LLC.

**2. PROPER NOTICE**

Chairperson Wolf called the meeting to order at 8:00 AM. The clerk noticed the meeting as required.

**3. PUBLIC COMMENTS/CORRESPONDENCE/COMMUNICATIONS**

Dave Maiman addressed the committee regarding a change in parking along CTH D, across the road from the Lake Church Inn in the Town of Belgium.

Jim Bohn spoke in support of the agenda item regarding a speed limit change on CTH Q.

**4. APPROVAL OF MINUTES**

a. May 19, 2022

Motion to approve the May 19, 2022 minutes as submitted.

PUBLIC WORKS COMMITTEE	
<b>RESULT:</b>	<b>APPROVED [UNANIMOUS]</b>
<b>MOVER:</b>	T. Grabow, Vice-Chairperson
<b>SECONDER:</b>	M. Godden, Supervisor District 20
<b>AYES:</b>	Wolf, Grabow, Richart, Strom, Godden

**5. HIGHWAYS**

a. *Action Items:*

- Ordinance: Creating Section 3.02(18)(a) of the Ozaukee County Code of Ordinances pertaining to Speed Limits: County Trunk Highway "Q"

Mr. Edgren reviewed the request and the process to determine speed limit changes. The County Traffic Safety Commission recommends approval of the speed reduction to 45 MPH.

8:16 AM Transit Superintendent Neilson-Loomis joined the meeting.

Motion to approve the ordinance revision to adopt a 45 MPH speed limit on CTH Q from the I-43 on and off ramps to CTH C. This ordinance will move forward to the County Board for final action.

**PUBLIC WORKS COMMITTEE**

**RESULT:**       **APPROVED [UNANIMOUS]**

**MOVER:**        T. Grabow, Vice-Chairperson

**SECONDER:**   T. Richart, Supervisor District 12

**AYES:**         Wolf, Grabow, Richart, Strom, Godden

Mr. Edgren requested to move ahead in the agenda to the Administration Center Security to accommodate the Sheriff and Captain who are in attendance for this item. There were no objections.

**b. Discussion Items:**

1. Highway Department Facility Study

Mr. Wallenkamp reviewed the deficiencies and recommendations for the Cedarburg, Port Washington, and Waubeka sites.

**6. FACILITIES MANAGEMENT**

**a. Action Items:**

1. Project Approval and Authorization to Bid - Security Improvements to Administrative Center Entrance

Mr. Wallenkamp reviewed the revised design option per the direction of the committee at their previous meeting.

Questions and discussion regarding bypass lanes for employees, queuing area, relocating metal detector, security cameras, and staffing.

Sheriff Johnson suggested consideration be given to relocating the metal detector to allow for additional body searches if needed and to add another door in that location.

Motion to approve the project enhancing the Administration Center Entrance with the modifications suggested by the Sheriff for the metal detector security area and authorize the Administration Center Building Superintendent to seek bids for construction.

Chairperson Wolf reverted to the order of the agenda.

PUBLIC WORKS COMMITTEE  
**RESULT:**       **APPROVED [UNANIMOUS]**  
**MOVER:**        T. Grabow, Vice-Chairperson  
**SECONDER:**    J. Strom, Supervisor District 21  
**AYES:**         Wolf, Grabow, Richart, Strom, Godden

2. Fairground's Pavilion Building Improvements Contract

Motion to authorize Public Works Director to contract with JK Contractors for the Fairground’s Pavilion Building Improvements.

PUBLIC WORKS COMMITTEE  
**RESULT:**       **APPROVED [UNANIMOUS]**  
**MOVER:**        T. Grabow, Vice-Chairperson  
**SECONDER:**    J. Strom, Supervisor District 21  
**AYES:**         Wolf, Grabow, Richart, Strom, Godden

3. Fairground's Security Enhancements

This request is from the Ozaukee County Agricultural Society (Ozaukee County Fair Board) to install some permanent flex beam along the north driveway.

Motion by Supervisor Richart, seconded by Supervisor Grabow to authorize the installation of flex beam (guard rail) as proposed following acceptance of responsibility for installation, maintenance and removal by the Ozaukee County Agricultural Society.

Discussion on aesthetics and safety of a metal guard rail.

Motion made by Supervisor Wolf, seconded by Supervisor Grabow to amend the motion from the installation of flex beam to installation of concrete blocks. Motion carried. (4-1) Strom opposed.

The vote was then taken on the motion as amended.

PUBLIC WORKS COMMITTEE  
**RESULT:**       **APPROVED [4 TO 1]**  
**MOVER:**        T. Richart, Supervisor District 12  
**SECONDER:**    T. Grabow, Vice-Chairperson  
**AYES:**         Wolf, Grabow, Richart, Godden  
**NAYS:**         Strom

*b. Management/Financial/Informational Reports*

1. Facilities Financial Reports

There were no questions.

**7. TRANSIT SERVICES**

**a. Action Items:**

1. Resolution: Authorizing Ozaukee County to Enter into a Memorandum of Understanding with Washington County for a Cross-County Taxi Program

Chairperson Wolf reviewed the suggested changes to the MOU that were included in the packet.

Discussion on the reference to fares in Article III. Ms. Neilson-Loomis noted that if this becomes a more permanent program any increase to the fare would require a public hearing.

The change suggested is: Page 2, III Funding, B.: remove ~~“The recommended fare structure for cross county service is a flat fare of \$5.75 for all riders.”~~

Another change suggested is: Page 4, X Term and Termination, B Renewal add: “...by subsequent written amendments unless termination/withdrawal occurs.” And under C. Termination/Withdrawal.: “The county board of either county may terminate this Agreement and withdraw from the Program ~~at any time~~ by giving written notice prior to 90 days before the end of the current term to the Board Chairman and County Clerk, and the county board of the other county that it is withdrawing from this Agreement. Termination shall be effective at the expiration of the then current term. ~~on the last day of the next month following the month in which the notice was given.~~

Motion to approve the resolution and the modified MOU. This resolution will move forward to the County Board for final action pending action by Washington County on the revisions.

**PUBLIC WORKS COMMITTEE**

**RESULT:** APPROVED [UNANIMOUS]

**MOVER:** T. Grabow, Vice-Chairperson

**SECONDER:** M. Godden, Supervisor District 20

**AYES:** Wolf, Grabow, Richart, Strom, Godden

2. Transit Management Structure

Discussion on the two options for changing the Transit Management Structure: splitting the position back into separate managers for each county or keeping the shared superintendent position and adding a shared support position of administrative manager with Washington County.

The consensus of the committee is to continue with shared services and support the creation of an administrative manager in the 2023 Budget. No formal action is needed at this time.

Discussion on the need for support staff at this time. Staff will bring a request for support staff to the next meeting.

**b. Discussion Items:**

1. Flex Route Service

Ms. Neilson-Loomis is introducing an initial proposal for Flex Route Service in an effort to gauge the committee on questions they may have as this item will come to the committee for action at a future meeting.

Discussion on vehicles, routes, pilot program, and additional costs.

**c. Management/Financial/Informational Reports**

1. Transit Financial Report

There were no questions.

2. Transit Ridership Quarterly Report

Express Bus ridership is still below 50% of 2019.

**8. HIGHWAYS (CONT.)**

**a. Action Items:**

1. 2022 Bridge Inspection Contract

Motion to authorize Highway Commissioner to approve Jewell's 2022 Bridge Inspection contract.

**PUBLIC WORKS COMMITTEE**

**RESULT:** APPROVED [UNANIMOUS]

**MOVER:** T. Grabow, Vice-Chairperson

**SECONDER:** T. Richart, Supervisor District 12

**AYES:** Wolf, Grabow, Richart, Strom, Godden

2. Waubeka Salt Shed Roofing Contract

Motion to approve the contract with Dehling-Voight, Inc. for a total of \$29,844.

**PUBLIC WORKS COMMITTEE**

**RESULT:** APPROVED [UNANIMOUS]

**MOVER:** J. Strom, Supervisor District 21

**SECONDER:** T. Grabow, Vice-Chairperson

**AYES:** Wolf, Grabow, Richart, Strom, Godden

3. Contract for Covered Bridge Park Pedestrian Bridge Repairs

Motion to authorize Public Works Director to contract for Covered Bridge Pedestrian Bridge repairs up to \$70,000.

**PUBLIC WORKS COMMITTEE**

**RESULT:** APPROVED [UNANIMOUS]

**MOVER:** M. Wolf, Chairperson

**SECONDER:** J. Strom, Supervisor District 21

**AYES:** Wolf, Grabow, Richart, Strom, Godden

**b. Discussion Items:**

1. CTH W Reconstruction Design Update

Discussion on options and land acquisition.

*c. Management/Financial/Informational Reports*

1. Highway Financial Reports

There were no questions.

**9. NEXT MEETING DATE**

July 21, 2022

**10. ADJOURNMENT**

Motion made by Supervisor Grabow, seconded by Supervisor Godden to adjourn. Motion carried. Meeting adjourned at 10:29 AM.

*Julianne B. Winkelhorst, County Clerk*