



MINUTES
PUBLIC WORKS COMMITTEE
REGULAR MEETING
THURSDAY, JULY 22, 2021 – 8:00 AM
HIGHWAY DEPARTMENT - MEETING ROOM
410 SOUTH SPRING STREET, PORT WASHINGTON, WI 53074

1. CALL TO ORDER

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

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	Excused	
P. Marchese	Supervisor District 20	Excused	
P. Melotik	Supervisor District 10	Present	

Staff present: County Administrator Dzwinel, Public Works Director Edgren, Transit Superintendent Neilson-Loomis and County Clerk Winkelhorst.

County Board First Vice-Chairperson Melotik joined the meeting remotely as a voting member to establish quorum.

2. PROPER NOTICE

Chairperson Wolf called the meeting to order at 8:16 AM. The clerk noticed the meeting as required.

3. PUBLIC COMMENTS/CORRESPONDENCE/COMMUNICATIONS

There was none.

4. APPROVAL OF MINUTES

a. June 17, 2021

Motion to approve the June 17, 2021 minutes as submitted.

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

5. FACILITIES MANAGEMENT

a. *Management/Financial/Informational Reports*

1. Facilities Financial Report

There were no questions.

6. TRANSIT SERVICES

a. Action Items:**1. Versant Marketing Contract-Revised**

This item was postponed from the previous meeting to define the creation of content and revisit price and terms.

Ms. Neilson-Loomis stated that the contract has been revised and per the discussion last time, more information is included on the deliverables. This contract is for \$30,000 for the remainder of 2021. These funds are an approved expense included in the Federal grant application for FY21 5307 CRRSAA relief funds.

Discussion on payment terms.

Motion to amend the contract with Versant for 2021 to change the payment terms to be 50% up front, 25% on October 1st and 25% on January 1, 2022 upon completion of the project and to approve the contract with this amendment.

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

2. 2022 Bus Service - Brown Deer Park & Ride

This route will still include the Saukville, Grafton (Target), and Hwy C Park & Ride. The addition of Brown Deer Park & Ride will add an additional option for Mequon commuters. The reverse commute has been eliminated, but there will be a return trip at the end of the day. MCTS will make the final determination.

Motion to authorize permission for staff to work with MCTS to add the Brown Deer Park & Ride to the Ozaukee County Express service.

PUBLIC WORKS COMMITTEE
RESULT: APPROVED [UNANIMOUS]
MOVER: T. Grabow, Vice-Chairperson
SECONDER: P. Melotik, Supervisor District 10
AYES: Wolf, Grabow, Melotik
EXCUSED: Haas, Henrichs, Marchese

b. Management/Financial/Informational Reports**1. Transit Monthly Financial Report**

Question on Summerfest shuttle service. There will be more information forthcoming at the August meeting.

2. Transit Quarterly Ridership Reports

Review of quarterly report on the Shared Ride Taxi service.

7. HIGHWAYS

a. Action Items:

1. City of Cedarburg Ozaukee Interurban Trail Signage

Mr. Edgren reviewed the request for the proposed signage for the Interurban Trail from the City of Cedarburg. The proposed signage meets the criteria of the County Ordinance.

Discussion on safety concerns for pedestrians.

Motion to approve CTH C Ozaukee Interurban Trail Signage as proposed subject to the City of Cedarburg accepting responsibility for installation and maintenance.

PUBLIC WORKS COMMITTEE

RESULT: APPROVED [UNANIMOUS]

MOVER: T. Grabow, Vice-Chairperson

SECONDER: P. Melotik, Supervisor District 10

AYES: Wolf, Grabow, Melotik

EXCUSED: Haas, Henrichs, Marchese

2. Town of Belgium 2022/2023 Road Maintenance Contract

Motion to approve the Town of Belgium 2022/2023 Road Maintenance Contract as submitted.

PUBLIC WORKS COMMITTEE

RESULT: APPROVED [UNANIMOUS]

MOVER: T. Grabow, Vice-Chairperson

SECONDER: P. Melotik, Supervisor District 10

AYES: Wolf, Grabow, Melotik

EXCUSED: Haas, Henrichs, Marchese

3. Cedarburg Shop LED Lighting Upgrade

Three bids were received as follows: 1) J. Miller Electric, Inc. - \$30,975.76; 2) KW Electric - \$30,980; and 3) Steiner Electric - \$33,116.

Motion to approve the Highway Department Cedarburg Shop LED Lighting Upgrade project bid from J. Miller Electric, Inc for \$30,975.76.

PUBLIC WORKS COMMITTEE

RESULT: APPROVED [UNANIMOUS]

MOVER: T. Grabow, Vice-Chairperson

SECONDER: P. Melotik, Supervisor District 10

AYES: Wolf, Grabow, Melotik

EXCUSED: Haas, Henrichs, Marchese

b. Management/Financial/Informational Reports

1. Highway Financials

There were no questions.

2. July 2021 Status Update on Public Works Department Items

Review of the monthly status update which included MCTS Contract, Quad-Axle purchase, Forklift purchase, County/State Highway Construction, and future shop tours.

Quad-Axle Purchase

Included in the report.

Forklift Purchase

Included in the report.

8. NEXT MEETING DATE

August 19, 2021

9. DEPART FOR TOUR OF HIGHWAY SHOP

This item is postponed until next month.

10. ADJOURNMENT

Supervisor Melotik offline due to a technical issue, quorum lost, Chairperson Wolf declared the meeting adjourned at 8:48 AM

Julianne B. Winkelhorst, County Clerk