



MINUTES  
 PUBLIC WORKS COMMITTEE  
 REGULAR MEETING  
 THURSDAY, SEPTEMBER 16, 2021 – 8:00 AM  
 OZAUKEE COUNTY WAUBEKA HIGHWAY SHOP  
 W4074 HWY Z, WAUBEKA, WI 53021

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**1. CALL TO ORDER**

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

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

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

Others present: Joe Minta, General Manager, Specialized Transport Services.

**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**

There were none.

**4. APPROVAL OF MINUTES**

a. August 19, 2021

Motion to approve the August 19, 2021 minutes as corrected to read “and will **include add** the \$1.42 Cost of Living.....”

PUBLIC WORKS COMMITTEE	
<b>RESULT:</b>	<b>APPROVED [UNANIMOUS]</b>
<b>MOVER:</b>	M. Wolf, Chairperson
<b>SECONDER:</b>	T. Grabow, Vice-Chairperson
<b>AYES:</b>	Wolf, Grabow, Haas, Godden
<b>EXCUSED:</b>	Henrichs

**5. DISCUSSION ITEMS**

a. Strategic Plan Quarterly Update

Mr. Dzwinel reviewed Goal #2 - Provide a Safe & Efficient Transportation System for All.

Updates for Strategic Objective: C. Implement Innovative Public Transportation

Solutions and D. Expand Regional Transportation Services were reviewed by Mr. Dzwinel and Ms. Neilson-Loomis.

b. **2022 Budget Recommendation for Public Works Committee**

Mr. Dzwinel reviewed the budget highlights for the departments under the Public Works Committee's oversight including:

Highway Department

County Roads & Bridges Fund and Highway Department Fund remains flat.

Transit Department

Decrease in tax levy as a result of expected CARES funding to the department.

County Fairgrounds

Modest decrease in expenses. The expenses decrease for capital items that should be funded through the County's capital funding process. Revenues remain flat.

Not included in the County Administrator's Recommended Budget is a request for a new full-time maintenance position.

Facilities - Administration Center

Decrease in expenses due to staffing changes with retirements.

Facilities - Justice Center

Increase in expenses due to salaries & benefits.

**6. FACILITIES MANAGEMENT**

*a. Management/Financial/Informational Reports*

1. Facilities Reports

Mr. Edgren responded to questions on specific line items.

**7. TRANSIT SERVICES**

*a. Action Items:*

1. 2021 Taxicab Service Agreement between Ozaukee County and Specialized Transport Services, Inc.

Ms. Neilson-Loomis is requesting re-examination and clarification on the offer as written in the minutes from the August meeting as this offer was rejected by Specialized Transport Services, Inc. (STS).

Mr. Minta explained the salary request from STS and spoke to the driver shortage. Discussion on driver recruitment and wages.

Motion to approve \$2/hr increase to STS's Contract Rate retroactive to September 1st, 2021 through December 31, 2021 and then a \$1/hr increase to the Jan. 1, 2022 contract rate for the remainder of the contract.

## PUBLIC WORKS COMMITTEE

**RESULT:** APPROVED [UNANIMOUS]**MOVER:** M. Godden, Supervisor District 20**SECONDER:** T. Grabow, Vice-Chairperson**AYES:** Wolf, Grabow, Haas, Godden**EXCUSED:** Henrichs

## 2. Award Contract for Taxi Routing and Dispatch Software

Ms. Neilson-Loomis distributed and reviewed the Washington County Combined Scores Worksheet and the selection of the vendor HBSS. The cost will be split with Washington County.

Motion to approve contract award to HBSS for Shared Ride Taxi dispatch and routing software.

## PUBLIC WORKS COMMITTEE

**RESULT:** APPROVED [UNANIMOUS]**MOVER:** J. Haas, Supervisor District 2**SECONDER:** T. Grabow, Vice-Chairperson**AYES:** Wolf, Grabow, Haas, Godden**EXCUSED:** Henrichs*b. Management/Financial/Informational Reports*

## 1. Transit Report

Discussion on staffing.

**8. HIGHWAYS***a. Action Items:*

## 1. Town of Fredonia 2022/2023 Road Maintenance Contract

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

## PUBLIC WORKS COMMITTEE

**RESULT:** APPROVED [UNANIMOUS]**MOVER:** J. Haas, Supervisor District 2**SECONDER:** T. Grabow, Vice-Chairperson**AYES:** Wolf, Grabow, Haas, Godden**EXCUSED:** Henrichs*b. Management/Financial/Informational Reports*

## 1. Highway Reports

Review of interdepartmental charge line item.

**9. NEXT MEETING DATE**

October 21, 2021

October meeting will be held at the Fairgrounds.

**10. DEPART FOR TOUR OF HIGHWAY DEPARTMENT'S WAUBEKA SHOP**

9:13 AM Depart for tour of Highway Waubeka Shop.

**11. ADJOURNMENT**

Motion made by Supervisor Grabow, seconded by Supervisor Haas to adjourn. Motion carried. Meeting adjourned at 9:28 AM.

*Julianne B. Winkelhorst, County Clerk*