

Minutes of the Public Works Committee

Thursday, February 13, 2020

Chair Swan called the meeting to order at 8:30 a.m.

Present: Supervisors Dave Swan, Darlene Johnson, Jennifer Grant, Richard Morris, and Steve Whittow. Keith Hammitt arrived at 8:38 a.m. **Absent:** Tom Schellinger.

Also Present: Legislative Policy Advisor Sarah Spaeth, Hazardous Materials Coordinator Steven Todd, Facilities Manager Shane Waeghe, Director of Public Works Allison Bussler, Business Manager Rhiannon Cupkie, Transit Manager Brian Engelking, Controller Jeff TeRonde of Wisconsin Coach Lines, Highways Operations Manager Bob Rauchle, Budget Management Specialist Bill Duckwitz, Budget Manager Linda Witkowski, and Parks Supervisor Robert Garity.

Approve Minutes of January 16, 2020

MOTION: Johnson moved, second by Whittow to approve the minutes of January 16. Motion carried 5-0.

Executive Committee Report January 20, 2020

Swan said the Executive Committee, at their last meeting, heard an overview of the Independent Business Association of Wisconsin, an update on the County's customer service program, committee reports by committee chairs, and Chair Decker's report on the Joseph Project and multimodal transportation.

Future Agenda Items

- Transit Report (April)
- Summer Construction Plan

Future Meeting Dates

- March 12, 2020
- April 2, 2020

Legislative Update

Spaeth updated the committee on bills related to the opiate lawsuit and water quality.

Discuss and Consider Bid # PLU20-01 Building Razing – Residential House in Nashotah Park, Old Carpenter Shop in Nagawaukee Park

Garity and Todd were present to discuss this item and requested the bid for these projects be awarded to the lowest bidder, Guelig Waste Removal and Demolition, LLC for a total of contract cost of \$32,190. Todd said he believes Guelig Waste Removal and Demolition, LLC will execute the Contract as required in the bid documents. They have completed the non-collusion affidavit and have demonstrated sufficient qualifications and responsibility for this type of project. Todd reviewed the tabulation of bids as outlined. Parks has budgeted \$36,000 for the residential house razing and \$16,000 for the razing of the old carpenter shop. Sufficient funds are available for this Contract in the 2020 budget (Parks System 3-Year Maintenance Plan). Bid ads were published January 9, 2020 and January 16, 2020 in the Waukesha Freeman and the bid documents were available on the DemandStar website.

MOTION: Johnson moved, second by Grant to approve the bid for razing a residential home in Nashotah Park and the old carpenter shop in Nagawaukee Park. Motion carried 5-0.

Hammitt arrived at 8:38 a.m.

Discuss and Consider Bid for Waukesha County Wellness Center Rooftop Unit Replacement

Waeghe said after reviewing the proposal forms and bid amounts, he is recommending that this contract be awarded to Sure Fire, Inc. in the lump sum amount of \$29,938.00. Waeghe noted that this project was budgeted at \$35,000. Based on information submitted on the proposal form, Sure Fire, Inc. has stated that they can complete the work within the County's schedule, completed the non-collusion affidavit, and demonstrated sufficient qualification and responsibility for this project. Waeghe went on to review the tabulation of bids as outlined.

MOTION: Whittow moved, second by Johnson to approve the bid for the Waukesha County Wellness Center rooftop unit replacement. Motion carried 6-0.

Discuss and Consider Bid for Waukesha County Courthouse Roof Replacement

Waeghe said after reviewing the proposal forms and bid amounts, he is recommending that this contract be awarded to Kaschak Roofing in the lump sum amount of \$172,000 comprised of the base bid. He noted that this project was unplanned and will be funded with the Building Improvement Plan budget. Based on information submitted on the proposal form, Kaschak Roofing has stated that they can complete the work within the County's schedule, completed the non-collusion affidavit, and demonstrated sufficient qualification and responsibility for this project. Waeghe went on to review the tabulation of bids as outlined.

MOTION: Johnson moved, second by Morris to approve the bid for the Waukesha County Courthouse roof replacement. Motion carried 6-0.

Discuss and Consider Ordinance 174-O-088: Modify The 2019 Transportation Fund Budget For Additional Transit Expenses And State Highway Operations Expenses

Bussler, Cupkie, and Engelking were present to discuss this ordinance which modifies the 2019 Transportation Fund budget by increasing operating expenditure appropriations in the Transit program by \$120,000 and increasing interdepartmental revenues by \$49,000 and charges for services revenue by \$71,000. The County's Transit program is provided through third-party contracts and is administered by the City of Waukesha (Waukesha Metro). Federal and state funding provided through the Wisconsin Department of Transportation (WisDOT) covers a specific percentage of transit costs. Farebox revenues paid by riders also fund the program. Waukesha Metro bills the County for net Transit costs ("local share"), after subtracting the WisDOT and Farebox revenues received. Transit program costs are above-budget by \$120,000 mostly due to declining ridership and lower farebox revenues, largely due to the weekday commuter routes. This includes routes 901/904/905 (from various locations in Lake Country to the City of Waukesha, downtown Milwaukee, and the University of Wisconsin-Milwaukee) and route 906 (between the Village of Mukwonago, Village of Big Bend, City of New Berlin, and downtown Milwaukee), which were over budget by \$75,000 and \$19,000, respectively.

There are other revenue sources in the Transportation Fund, in the Highway Operations program, that are above-budget and available to fund increased Transit expenditure appropriations. This

includes WisDOT reimbursements to the County for storage of equipment and salt of \$49,000 and charges to municipalities for the production, storage, and handling of winter materials (e.g., road salt, brine) sold to municipalities of \$71,000.

This ordinance also modifies the 2019 Transportation Fund budget by increasing operating expenditure appropriations by \$190,000 and general government revenues by \$190,000 in the State Highway Operations Program. The department performed more maintenance work on State Highways through the State Routine Maintenance Agreement (RMA) and Discretionary Maintenance Agreements (DMA) than the budget anticipated, resulting in above-budget material expenses (e.g., crack filler, replacement guardrails) by \$190,000. These additional expenditure appropriations are funded with above-budget WisDOT reimbursement revenues. This ordinance does not result in a direct tax levy impact.

Bussler reminded the committee that the department tried to offset the transit loss early by proposing an ordinance to end Route 906 in December but the board rejected it. Whittow reiterated his support ending Route 906. To answer Hammitt's question, Engelking said all commuter routes saw a 14% drop in ridership. Answering Whittow's question, Bussler said if the board is to continue Route 906 they will have to cut other routes to fund it. Grant said the board's vote to continue Route 906 was about providing riders more time to find alternative transportation.

MOTION: Johnson moved, second by Morris to approve Ordinance 174-O-088. Motion carried 6-0.

Motion to Allow Secretary Johnson to Approve the Final Set(s) of Committee Minutes on Behalf of the Committee

MOTION: Morris moved, second by Hammitt to allow Secretary Johnson to approve the final set(s) of committee minutes on behalf of the committee. Motion carried 6-0.

MOTION: Hammitt moved, second by Whittow to adjourn at 9:43 a.m. Motion carried 6-0.

Respectfully submitted,

Darlene M. Johnson

Darlene M. Johnson
Secretary