

Minutes of the Public Works Committee
April 13, 2017

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

Committee Members Present: Dave Swan (Chair), Darlene Johnson, Tom Schellinger, Richard Morris, Chuck Wood, and Keith Hammitt. **Absent:** Steve Whittow

Others Present: Legislative Policy Advisor Sarah Spaeth, Parks System Manager Steve Brunner, Landscape Architect Stephen Siodlarz, Senior Landscape Architect Jason Wilke, Construction Project Supervisor Jeff Lisiecki, Architectural Services Technician Mike Wells, Facilities Manager Shane Waeghe, Senior Civil Engineer Bruce Barnes, Airport Manager Kurt Stanich, Programs & Projects Analyst Matthew Grenoble, Business Manager Betsy Forrest, Senior Fiscal Specialist Rhiannon Cupkie, City of Waukesha Transit Manager Brian Engelking, and Coach USA Senior Vice President Mike Pjevach. Minutes Recorded by Beth Schwartz, County Board Office.

Approve Minutes of March 16, 2017

MOTION: Johnson moved, second by Schellinger to approve the minutes of March 16, 2017. Motion carried 6-0.

Future Meeting Date: May 11, 2017

Executive Committee Report of March 16, 2017

Swan reported on the following items discussed at the last Executive Committee meeting:

- Discussed and considered the golf course cash receipting audit report and discussed the proposed scope on the audit plan
- Discussed and considered an ordinance to establish a Parks and Land Use Capital Project reserve fund
- Discussed and considered the appointment of Christine Howard to the Health & Human Services Board
- Heard an update on the Wisconsin Counties Association (WCA) Regional Meeting, National Association of Counties (NACo) Legislative Conference, Regional Transit Leadership Council Executive Committee, and Wisconsin Workforce Development Association Board
- Heard standing committee reports by committee chairs

Meeting Approvals:

MOTION: Wood moved, second by Hammitt to approve mileage for Swan to attend the 2017 Winter Road School. Motion carried 6-0.

Legislative Update:

Spaeth reported on the federal swap bill which would swap a portion of federal funds within local transportation programs with already existing state transportation dollars, thereby removing costly and unnecessary federal regulations from local highway projects. The transportation package will be revealed in early May. Spaeth said the Joint Finance Committee is starting with a blank slate, choosing to start from scratch instead of amending Walker's budget.

Reviewed Bid Results for University of Wisconsin–Waukesha Site Infrastructure Improvements Project # PLU 17-02

Siodlarz said the contract was awarded to Marvin Gleason Contractor, Inc. in the amount of \$110,680. It was the lowest of two bids. In the first year of this three-year project, the most deteriorated walkways

and stairways on campus will be addressed. They are under budget in completing all 11 projects. Wood commented that railings on campus are deteriorated and asked if it would be addressed. Siodlarz said the concrete will be addressed first and then the rest of the deterioration. Brunner said a long list of projects have been prioritized as the budget allows. In 2019, the parking lots will be addressed and with all of the existing unused parking it does not need to be expanded. Hammitt noted the dramatic difference in bids between the two contracts.

MOTION: Hammitt moved, second by Johnson to approve the bid for project #PLU 17-02. Motion carried 6-0.

Reviewed Bid Results for Waukesha County Expo Center Meter Pit and Connecting Water Main Construction Project #PLU 17-04

Wilke said the contract was awarded to D.F. Tomasini Contractors in the amount of \$33,580. It was the lowest of four bids. There are sufficient funds for this contract in the 2017 operating budget. The failing meter pit under the pavement of the Expo Center main entrance was shown on a diagram. Connecting water mains will also be repaired to avoid utility failure. The City of Waukesha Water Utility will partner with the contractor to complete the project.

MOTION: Morris moved, second by Hammitt to approve the bid for project #PLU 17-04. Motion carried 6-0.

Reviewed Bid Results for Storage Facility HVAC Project #60830

Waeghe, Lisiecki and Wells said this bid was awarded to Piper Mechanical, Inc. in the amount of \$155,050. It was the lowest of three bids. The project entails installing new HVAC dehumidification units in the Sheriff's Department storage units. Wood asked if these are the buildings shared between the Highway and Sheriff's Department, and Lisiecki said it is. Waeghe said in the future it would be helpful to the Sheriff's Department to reorganize the storage facilities.

MOTION: Wood moved, second by Morris to approve the bid for project #60830. Motion carried 6-0.

Discussed and Considered Ordinance 171-O-093: Approve New Parking Regulation For County Trunk Highway DR In The Village Of Summit And City Of Oconomowoc

Barnes explained new rules and regulations for the parking and stopping of vehicles along CTH DR (Delafield Road) to "No Parking Anytime". This is in effect for both sides of the portion of the highway in Oconomowoc. Barnes explained that the parking and stopping of vehicles along county trunk highways can have a detrimental effect upon highway capacity and safety. This prohibited parking area provides safe visibility of traffic conditions for motorists. Barnes showed the committee pictures of the proposed no parking zone on CTH DR including the existing signs mounted on steel posts versus the proposed signs. There are recurring instances of trucks parking along the road as a rest zone before moving on. Hammitt asked where the trucks will go if unable to park along the street. Barnes said he is not sure, but that parking along the road has been an issue for a long time and has only gotten worse. Wood asked if future plans to move the Town Hall near this location will be affected by the new no parking zone. He shared concerns that if there was overflow on voting days, citizens would not be able to park along the street, as this ordinance applies to everyone and not just trucks. Schellinger recommended voting against this ordinance until all concerns are addressed.

MOTION: Hammitt moved, second by Johnson to approve Ordinance 171-O-093. Motion carried 4-2 (Morris, Schellinger).

Discussed and Considered Ordinance 171-O-094: Authorization For The Waukesha County Airport/Crites Field To Charge Special Event Fees For All Transient Aircraft Utilizing The Waukesha County/Crites Field Airport For Special Events

Stanich explained the County Airport/Crites Field transient aircraft special event fee. The increased use of the facility during special events increases costs, such as staff time and grounds maintenance, to operate the airport. Therefore, charging a special event fee to transient aircraft covers the operating costs of the County Airport/Crites Field during the events that cause high traffic volume. The Federal Aviation Administration (FAA) regulates the fees imposed by an airport and permits a fee consisting of a combination of a per-operation charge and a weight-based charge. The fee must allocate to aircraft on a rational and economically justified basis, and the total revenue from the fee must not exceed the allowable costs of the airport on an annual basis.

Stanich said this is in advance of a special event at nearby Erin Hills Golf Course, which will host the United States Golf Association (USGA) U.S. Open Championship in June. The fee is based on aircraft weight, as heavier aircraft uses more of the runway and causes more wear-and-tear. Aircraft traffic from golf championship events held at similar airports indicates this special event fee will generate between \$20,000 and \$25,000. No additional expenditure authority is appropriated because the additional staff time and grounds maintenance are already included or will be absorbed within the 2017 operating budget. Any additional revenues received from this event will lapse to Airport Fund Balance. Schellinger asked if these fees were established, and Stanich said the fee has not been decided yet, but their estimate is \$50-100, varying depending on the size of the aircraft. Johnson asked how often they expect to see future events that will use this fee. Stanich said he was not sure, but that this is the first event to see this much traffic and stress capacity, and, as an example, the annual County Fair would not use the fee.

MOTION: Morris moved, second by Hammitt to approve Ordinance 171-O-094. Motion carried 6-0.

Heard a Report on Contract Awards for Routes 901, 904, 905, and 906

Forrest provided an overview on the contract awards process for Routes 901, 904, 905 and 906. Engelking reported Wisconsin Coach Lines was the only Request for Proposal (RFP) received. The RFP was evaluated by a review committee consisting of the following members:

Principal Buyer Cindy Greco
Senior Fiscal Specialist Rhiannon Cupkie
Supervisor Mike Crowley
Waukesha Metro Compliance Officer Don Jans
City of Waukesha Transit Manager Brian Engelking

Engelking said the contract awards process began in August 2016 and was reviewed by multiple departments before the RFP was released. The committee recommended the award of contract to Wisconsin Coach Lines. Engelking reviewed the Waukesha County Transit contract rates for the 2017-2022:

Route 901-904-905
Per revenue vehicle hour:
6/1/2017-5/31/2018 \$151.17
6/1/2018-5/31/2019 \$151.17

Years 6/1/2019-5/31/2022 are tied to Employment Cost Index, Private Industry Wages and Salaries, 12- month percent change from the 2nd quarter of the prior year to the 2nd quarter of the current year, not seasonally adjusted, for the Midwest Area, or 3% of the previous year's cost.

Route 906

Per revenue vehicle hour:

6/1/2017-5/31/2018 \$323.96

6/1/2018-5/31/2019 \$323.96

Years 6/1/2019-5/31/2022 are tied to Employment Cost Index, Private Industry Wages and Salaries, 12- month percent change from the 2nd quarter of the prior year to the 2nd quarter of the current year, not seasonally adjusted, for the Midwest Area, or 3% of the previous year's cost.

The contracts have a fuel adjustment clause. In terms of Wisconsin Coach Lines' technology for the future, Pjevach reported on a behavior modification system for drivers, a vigil training system to record the driver and go over the results with their trainer. Wisconsin Coach Lines will add WiFi to all of their buses at no cost to the passenger. They have also planned replacement of the older buses on a yearly basis throughout the 5-year contract. Johnson asked for further information on routes and Forrest distributed the transit guide, a map of the routes in the City of Waukesha and the County.

Heard an Overview of University of Wisconsin–Waukesha (UWW) and Waukesha County Partnership

Waeghe explained the 75-year partnership between UWW and the County, a contract that is updated about every fifteen years. The County is responsible for maintaining all infrastructure, and UWW is responsible for material items such as lightbulbs, equipment and books. In 2012, a new Dean leveraged more dollars toward mechanical systems and maintenance updates. When UWW switched to a regional Dean, they continued allotting funds toward these updates. Morris asked how long the Parks and Land Use Department has been responsible for UWW. Waeghe said this change was made in the last partnership agreement update, and the department has been more involved in the last five years. Johnson asked if the state provided any funding toward UWW upkeep. Waeghe said UWW is unique in that the County takes the majority of the burden in building maintenance. UWW has their own maintenance staff, and the County assists with additional staff whenever necessary. Some of the County's Facilities staff was transferred to the University's maintenance staff. Swan commented on the poor condition of the grounds and lack of beautification. Waeghe said with such a limited staff it is difficult to implement the necessities. But the Parks and Land Use Department now helps with landscaping and Waeghe anticipates better maintaining of the grounds. Waeghe led the committee on a tour of UWW areas of improvement.

MOTION: Wood moved, second by Hammitt to adjourn the meeting at 10:15 a.m. Motion carried 6-0.

Respectfully submitted,

Richard Morris
Secretary