

Minutes of the Public Works Committee
June 15, 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, Keith Hammitt and Steve Whittow.

Others Present: Legislative Policy Advisor Sarah Spaeth, Landscape Architect Stephen Siodlarz, Park System Manager Steve Brunner, Internal Audit Manager Lori Schubert, Director of Public Works Allison Bussler, Business Manager Betsy Forrest, Highway Operations Manager Pete Chladil, and Senior Fiscal Specialist Rhiannon Cupkie. Minutes Recorded by Beth Schwartz, County Board Office.

Approve Minutes of May 11, 2017

MOTION: Wood moved, second by Morris to approve the minutes of May 11, 2017. Motion carried 7-0.

Future Meeting Date: July 13, 2017

Discuss and Consider Bid for Waukesha County Project # PLU17-05, Wanaki Golf Course Bridges-Phase 2

Siodlarz said the contract for Wanaki Golf Course Bridges Phase 2 was awarded to Janke General Contractors, Inc. in the lump sum amount of \$392,395, the lowest out of six bids. There are sufficient funds for this contract in 2017-18 Capital Project budget. The project will be started in October using pre-constructed bridges. Morris asked if these are the last bridges that remain to be fixed as a part of this Capital Project, and Brunner said they are.

MOTION: Hammitt moved, second by Johnson to approve the bid for project #PLU17-05. Motion carried 7-0.

Discuss and Consider Ordinance 172-O-009: Modify Speed Zone On County Trunk Highway NN Between Pinehurst Drive And STH 83

Bussler explained this ordinance reduces the speed limit from 40 mph to 35 mph in both directions of County Trunk Highway NN between its intersection with Pinehurst Drive and STH 83 in Mukwonago. This change was made in response to public inquiries, monitoring driver behavior at the Mukwonago High School vicinity, and a review of vehicle speeds and collisions along this segment of highway. Over a 55 year period 77 collisions were reported on this stretch of highway. This rating is significantly greater than the statewide average for 2-lane rural highways having similar traffic volumes. Most of the collisions are attributed to the traffic congestion prior to and after Mukwonago High School hours. 72% involved citations for inattentive driving and 34% for following too close behind another vehicle. The speed limit reduction is recommended as part of the cooperative preparation and implementation of an annual student driving safety awareness program, which improves awareness of driver malpractice before and after school hours.

Johnson and Wood commented on the law enforcement, community partners and high school's position on the need for this ordinance. Bussler said the significant accident rate is caused by inexperienced drivers and is not necessarily related to the speed. The speed was reduced on the condition that a program at the high school be created to work on safe driving skills. New drivers must pass an extra safety questionnaire as part of receiving their permit. Schellinger asked if there was discussion to lower the speed limit further. Bussler said the study did not support lowering the speed limit further and that

this was the best decision the group could reach.

MOTION: Johnson moved, second by Wood to approve Ordinance 172-O-009. Motion carried 7-0.

Executive Committee Report of May 15, 2017

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

- Discussed and considered the audit of the Public Works Department Highway Operations Division and the proposed scope for the Health & Human Services Public Health audit
- Considered the extension of the *Waukesha Freeman* legal advertising contract
- Discussed and considered appointments
- Heard an update on the Regional Transit Leadership Council Executive Committee and the Wisconsin Workforce Development Association Board
- Heard County Board committee reports by committee chairs

Legislative Update

Spaeth reported on several bills with scheduled action taking place. The Senate had their last day of session and will break for the summer. Assembly has one day left in session. The bus shelter advertising bill was approved by the Senate and Assembly and awaits approval of the Governor. Joint Finance Committee has yet to meet on the K-12 and Transportation budgets, and will meet on the Department of Corrections next. The Car Killed Deer bill was a win for the county. A new bill limits the authority of the local government and political subdivisions to regulate wireless facilities and authorizes political subdivisions to impose setback requirements for certain mobile service support structures. Spaeth said getting to a 5G network is positive, but this fast tracked bill brings up a lot of issues for the county. Spaeth will work with the Senate on amendments.

Heard an Update on Wisconsin County Highway Association Summer Road School Conference

Spaeth, Swan, Bussler, and Chladil provided an update about the conference. Speaker topics included “New Innovation in Bridge Building Geosynthetic Reinforced Soil-Integrated Bridge System” and “Wisconsin Department of Transportation (WisDOT) Budget Now, then and what Might be?” Bussler said there was lot of committee work and legislative/budget focus during the conference. Chaladil said his committee is looking at the useful life of equipment in fleets and how the depreciation schedule is affected.

Heard an Executive Summary Report on Audit of the Public Works Department: Highway Operations Division

Schubert explained the three phases to this audit: on site interviews with staff and collection of data, comparison to other high performing organizations, and analysis of issues identified. There were six areas of inquiry including cost tracking and allocation system, project cost reporting system, project cost estimation process, cost estimation and revenue variance policy compliance, benchmarking and job descriptions. The only priority #1 recommendation, being the highest potential loss of assets and most critical impact on the department, was for the Department to expand Cartegraph use by acquiring the OMS module to enhance project management financial capabilities.

One recommendation is to develop a written set of standard operating procedures for estimating PbM project costs. Sometimes given reimbursement rates (RMA) for work are negotiated, and several years ago the contracts were switched to performance based (PbM). Bussler said the agreement with the state has been in effect for 70 years. There were several priority recommendations relating to PbM work,

including develop a formal means of assessing PbM work to past projects, and track PbM positive revenue variance and monitor future use. More recommendations include cross training of administration staff, modifying the Operations Manager and Patrol Superintendent job descriptions to include the use of technology for financial performance, and developing a comprehensive project management manual and training all project managers. Swan asked if a software program could be developed by the County. Schubert said the cost associated with in-house upkeep for the program is too high. Bussler said an ideal future includes technology that allows the County to have control over communication.

MOTION: Hammitt moved, second by Whittow to adjourn the meeting at 9:59 a.m. Motion carried 7-0.

Respectfully submitted,

Richard Morris
Secretary