



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

***NOTE CHANGE IN LOCATION**

The public can access the meeting by viewing the live stream at the link which will be opened five minutes before the call to order:

[Public Works Committee Live Stream](#)

The public can submit comments here: [Public Comment Form](#)
[Public Comment Policy & Instructions for Submitting Public Comments Online](#)

1. CALL TO ORDER

Roll Call

2. PROPER NOTICE

3. PUBLIC COMMENTS/CORRESPONDENCE/COMMUNICATIONS

4. APPROVAL OF MINUTES

a. June 17, 2021

5. FACILITIES MANAGEMENT

a. Management/Financial/Informational Reports

1. Facilities Financial Report

6. TRANSIT SERVICES

a. Action Items:

1. Versant Marketing Agreement-Revised (*postponed from June 17*)
2. 2022 Bus Service - Brown Deer Park & Ride

b. Management/Financial/Informational Reports

1. Transit Monthly Financial Report
2. Transit Quarterly Ridership Reports

7. HIGHWAYS

a. Action Items:

1. City of Cedarburg Ozaukee Interurban Trail Signage
2. Town of Belgium 2022/2023 Road Maintenance Contract
3. Cedarburg Shop LED Lighting Upgrade

b. Management/Financial/Informational Reports

1. Highway Financials
2. July 2021 Status Update on Public Works Department Items
 - a. Quad-Axle Purchase
 - b. Forklift Purchase

8. NEXT MEETING DATE

August 19, 2021

9. DEPART FOR TOUR OF HIGHWAY SHOP

10. ADJOURNMENT

A quorum of members of committees or the full County Board of Ozaukee County may be in attendance at this meeting for purposes related to committee or board duties, however, no formal action will be taken by these committees or the board at this meeting.

Persons with disabilities requiring accommodations for attendance at this meeting should contact the County Clerk's Office at 262-284-8110, twenty-four (24) hours in advance of the meeting.

Public Works Committee**AGENDA INFORMATION SHEET**

AGENDA DATE:	July 22, 2021
DEPARTMENT:	County Clerk
DIRECTOR:	Julie Winkelhorst
PREPARER:	Julie Winkelhorst

Agenda Summary June 17, 2021

[<https://www.co.ozaukee.wi.us/AgendaCenter/ViewFile/Minutes/ 06172021-2920>](https://www.co.ozaukee.wi.us/AgendaCenter/ViewFile/Minutes/06172021-2920)

Public Works Committee**AGENDA INFORMATION SHEET**

AGENDA DATE:	July 22, 2021
DEPARTMENT:	Facilities Management
DIRECTOR:	Jon Edgren
PREPARER:	Jon Edgren

Agenda Summary Facilities Financial Report

ATTACHMENTS:

- Facilities Financials - July 2021 (PDF)

Ozaukee County Committee Report

General Fund Facilities Management

For the Six Months Ending Wednesday, June 30, 2021

Profit and Loss Statement ACTUAL TO AMENDED BUDGET

	Current Month Actual	2021 YTD Actual	2021 Amended Budget	Budget Balance	% Budget YTD
Revenues					
Interdepartmental Charges	\$4,696	\$28,177	\$57,854	\$29,677	48.70%
Other Revenue	-	\$350	-	(\$350)	0.00%
Total Revenues	\$4,696	\$28,527	\$57,854	\$29,327	49.31%
Expenditures					
Salaries	\$40,355	\$353,360	\$580,411	\$227,051	60.88%
Fringe Benefits	\$15,092	\$101,765	\$207,499	\$105,734	49.04%
Travel/Training	\$77	\$77	\$100	\$23	77.00%
Supplies	\$3,877	\$42,403	\$95,795	\$53,392	44.26%
Purchased Services	\$22,831	\$180,271	\$415,724	\$235,453	43.36%
Interdepartment Charges	\$1,968	\$21,997	\$42,164	\$20,167	52.17%
					1018.15
Other Expenses	-	\$29,730	\$2,920	(\$26,810)	%
Total Operating Expenditures	\$84,200	\$729,603	\$1,344,613	\$615,010	54.26%
Capital Outlay					
Total Expenditures	\$84,200	\$729,603	\$1,344,613	\$615,010	54.26%
Net Increase (Decrease)	(\$79,504)	(\$701,076)	(\$1,286,759)	(\$585,683)	54.48%

Equity:

Attachment: Facilities Financials - July 2021 (7118 : Facilities Financials - July 2021)

Ozaukee County Committee Report

Special Revenue Fund Fair Grounds

For the Six Months Ending Wednesday, June 30, 2021

Profit and Loss Statement ACTUAL TO AMENDED BUDGET

	Current Month Actual	2021 YTD Actual	2021 Amended Budget	Budget Balance	% Budget YTD
Revenues					
Taxes	\$5,265	\$31,592	\$63,184	\$31,592	50.00%
Public Charges for Services	\$32,985	\$39,680	\$206,150	\$166,470	19.25%
Other Revenue	-	-	\$3,000	\$3,000	0.00%
Total Revenues	\$38,250	\$71,272	\$272,334	\$201,062	26.17%
Expenditures					
Salaries	\$2,654	\$10,335	\$33,425	\$23,090	30.92%
Fringe Benefits	\$216	\$937	\$3,585	\$2,648	26.14%
Travel/Training	\$266	\$1,016	\$500	(\$516)	203.20%
Supplies	\$2,473	\$6,276	\$24,375	\$18,099	25.75%
Purchased Services	\$8,215	\$96,143	\$214,300	\$118,157	44.86%
Interdepartment Charges	\$273	\$1,871	\$7,900	\$6,029	23.68%
Other Expenses	-	-	\$6,250	\$6,250	0.00%
Total Operating Expenditures	\$14,097	\$116,578	\$290,335	\$173,757	40.15%
Capital Outlay					
Total Expenditures	\$14,097	\$116,578	\$290,335	\$173,757	40.15%
Other Finance (Sources)	-	-	(\$18,000)	(\$18,000)	0.00%
Net Other Financing Sources/Uses	-	-	(\$18,000)	(\$18,000)	0.00%
					4530600
Net Increase (Decrease)	\$24,153	(\$45,306)	(\$1)	\$45,305	.00%
<i>Equity:</i>					
Governmental Fund Balance	-	(\$189,537)	-	\$189,537	0.00%

Attachment: Facilities Financials - July 2021 (7118 : Facilities Financials - July 2021)

Public Works Committee

AGENDA INFORMATION SHEET

AGENDA DATE: July 22, 2021
DEPARTMENT: Transit
DIRECTOR: Jon Edgren
PREPARER: Joy Neilson

Agenda Summary Versant Marketing Contract-Revised

BACKGROUND INFORMATION: Ozaukee County Transit has engaged Versant Marketing Services to consult on developing marketing content and strategy for the Ozaukee County Express Bus and Shared Ride Taxi.

ANALYSIS: The approved marketing budget for Transit in 2021 is \$54,200, which includes additional expenses included in the proposed Transit Connection pilot budget. Marketing expenses represent 1.7% of the total budgeted Transit revenue. As of this report, \$37,600 of the marketing budget remains unallocated.

Transit is facing a PR battle at the end of the pandemic. The APTA reports that the combination of outdated warnings, current CDC guidance, and lower vaccination rates in some communities are contributing to a reluctance of some former and potential transit users to begin riding again. In addition, re-starting the Ozaukee County Commuter Express will require changing the behavior of former riders who have been commuting through other means for the past year.

The services being contracted from Versant include market research, a marketing plan, and creative production. Versant has experience creating effective marketing campaigns for Transit, including working with Ozaukee Transit in past grant initiatives. Marketing costs are all 100% reimbursable through CRRSAA, as this is a specific response to the COVID-19 pandemic. There will be no additional costs to the County.

The contract does not include media. Ozaukee County will have the option to deny media due to budget restrictions. Ongoing costs for marketing consulting and ad placement are expected to be considerably less than \$30,000 because market research and content creation are not annual expenses. However, the contract being considered is only for the remainder of 2021.

FISCAL IMPACT: Balance Current Year: \$30,000

FUNDING SOURCE: Non-County Levy: \$30,000 Indicate source: FTA 5307 - CRRSAA

RECOMMENDED MOTION: Approved the contract with Versant for 2021.

ATTACHMENTS:

- 07_OCTS-Versant Proposal_Revised 062421 (PDF)

Ozaukee County Transit Services Proposal

June 24, 2021

Objective:

Ozaukee County Transit Services ('OCTS') is looking to build awareness and attract riders for the Ozaukee County Express ('OCE'). As more professionals and other workers begin working downtown again, it is important for OCTS to communicate that OCE has COVID-19 safety protocols in place and that it can be a convenient transportation alternative, especially during the upcoming I-43 construction. It is also important for OCTS to continue to build on the existing messaging for the Ozaukee County Shared Ride Taxi and the Washington Ozaukee County Transit Connection ('Taxi Services').

Versant proposes to develop a communications strategy and creative campaign to support the OCTS services. The campaign will be targeted and measured by increased ridership.

Background: Versant has extensive experience in public transportation and public information. Versant was the agency of record for the Milwaukee County Transit System for over 30 years, partnered with Southeast Wisconsin Transit Partners for ten years, and had seven years of partnership with the Wisconsin Department of Transportation developing public information campaigns for major highway construction projects. Additionally, Versant has partnered with Kenosha Transit (project), Ozaukee County Transit, Racine Belle Urban System, Washington County Transit and Waukesha Metro Transit. Our specialized transit knowledge and practical experience in providing effective transit advertising and strategic creative execution has resulted in the ability to create successful campaigns in this industry category.

Deliverables:

Versant will provide the following with deliverables noted in bold:

1. **Market Research: Identify express bus ridership demographics in anticipation of service resumption ridership:**
 - a. Versant will **develop a brief survey which it will administer** while riding select trips on the Washington County Commuter Express from West Bend into downtown Milwaukee with the goals of identifying who the riders are and what their top-of-mind reasons are for riding. We feel that this research will give us insight into who riders could be for the OCE. We will **provide a report** to OCTS staff shortly after conducting the survey.
 - b. **Identify Shared Ride Taxi Customers:** Versant will **develop a survey** to determine taxi riders that can be administered by the OCTS call center staff with results returned to Versant for the purpose of **preparing a report** back to OCTS staff. A profile of the taxi services riders will be helpful in developing media plans as shown below.
2. **Strategy and Creative Development:**
 - a. Versant will develop a **communications strategy and plan** to build awareness of and attract riders to the OCTS services (OCE and Taxi Services). **A brief report will be developed and presented to OCTS staff for review and approval.**
 - b. Versant **will review the OCTS website and provide recommendations as to how the OCE and Taxi Services should be positioned, as well as how to improve the content and website user experience.** These recommendations would also be applied to existing social media.
 - c. Versant **will arrange for and supervise copy writing and story development as well as production of all media products** (e.g., TV commercials (both :15 and :30), print ads, social media ads, etc.) within the plan and in accordance with OCTS budget. For all creative Versant will utilize its' 'Branding from the Inside Out' creative strategy, which uses a human-first approach: real faces, voices and experiences

telling the brand story in an authentic way. In today's environment, authentic brand messaging plays an important role in consumer's decisions.

- i. Where appropriate, **Versant will create/produce COVID and non-COVID media products to lessen production costs in 2022.** We anticipate production to occur in the summer while the weather is good.
- d. Versant **will leverage current creative connections and delegate appropriate tasks to OCTS to maximize the budget.**

3. Media planning, placement, and monitoring:

- a. Versant **will prepare a media plan for the OCE and Taxi Services.**
 - i. Note: Taxi Services media plan will focus on a maintenance schedule for September - December. (We understand Taxi Services media is placed through early August.)
- b. **Versant will negotiate for and place media with our existing account executives to capitalize on those relationships and in turn maximize the budget.**
- c. Versant **will monitor the media purchased and adjust as necessary.**
- d. OCTS is to be billed directly by the media companies and is responsible for payment.

4. Monthly summary of account activities.

- a. **At the end of each month, Versant will provide a summary of account activities and corresponding hours.**

Timeframe: July 1st - December 31st, 2021

Versant creative services: \$30,000 (this does not include any media – media will be placed within the OCTS media budget).

Payment Terms: 50% up front, 25% August 1st and 25% December 1st.

Signature:

This SOW has been executed on behalf of each party indicated below:

Ozaukee County Transit Services

Name: _____
Signature: _____
Date: _____

Versant

Name: _____
Signature: _____
Date: _____

Public Works Committee

AGENDA INFORMATION SHEET

AGENDA DATE: July 22, 2021
DEPARTMENT: Transit
DIRECTOR: Jon Edgren
PREPARER: Joy Neilson

Agenda Summary 2022 Bus Service - Brown Deer Park & Ride

BACKGROUND INFORMATION: Milwaukee County Transit System has expressed interest in partnering with Ozaukee County Transit Services to merge service on the Ozaukee County Express and the MCTS freeway flyer serving northern Milwaukee County. If approved by both counties, the 2022 contract renewal would be drafted to include the Brown Deer Park & Ride in service beginning in January. Cost and revenue sharing would be outlined at that time. Ozaukee Transit needs formal direction from this Committee to proceed with discussions with Milwaukee County to draft an agreement.

ANALYSIS: Adding Brown Deer Park & Ride to the Ozaukee County Express Bus service will add a few minutes to the bus schedule each day. However, ridership is expected to increase as the Ozaukee County Express will replace a Milwaukee County freeway flyer. The potential fare revenue increase is \$25,000 annually (2019 ridership levels). The Brown Deer Park & Ride will also provide a southern park & ride option for Mequon commuters, who can no longer board on Port Washington Road.

2022 would be an optimal time to try this schedule change because of the emergency relief funding limiting the impact on County levy funding. Ongoing, the addition stop would add approximately 433.5 platform hours per year, or \$67,036 the annual contract cost at the 2021 rate.

FISCAL IMPACT:

Balance Current Year: 0 Next Year's Estimated Cost: \$67,036

FUNDING SOURCE:

County Levy: Non-County Levy: \$67,036 Indicate source: FTA 5307 CRRSAA

RECOMMENDED MOTION:

Public Works Committee**AGENDA INFORMATION SHEET**

AGENDA DATE:	July 22, 2021
DEPARTMENT:	Transit
DIRECTOR:	Jon Edgren
PREPARER:	Joy Neilson

Agenda Summary Transit Monthly Financial Report

Shared Ride Taxi billed service hours are 9,454 below the estimated mid-year service. This is due to continued reduced ridership and driver shortages.

Transit has received the first payment for the Wisconsin Urban Mass Transit Assistance grant program (85.20). An additional \$920,332 is expected to be deposited in August.

ATTACHMENTS:

- Jun PW Committee Report 2021 (PDF)

Ozaukee County Committee Report
Special Revenue Fund Transit Services
 For the Six Months Ending Wednesday, June 30, 2021
 Profit and Loss Statement ACTUAL TO AMENDED BUDGET

	Current Month Actual	2021 YTD Actual	2021 Amended Budget	Budget Balance	% Budget YTD
Revenues					
Taxes	\$43,388	\$260,330	\$520,661	\$260,331	50.00%
Intergovernmental Revenues	\$346,783	\$576,209	\$2,382,313	\$1,806,104	24.19%
Public Charges for Services	\$25,858	\$195,745	\$614,500	\$418,755	31.85%
Intergovernmental Charges	(\$26,356)	-	-	-	0.00%
Fines/Forfeitures/Penalties	-	\$624	\$6,300	\$5,676	9.90%
Interest Revenue	\$12	\$59	-	(\$59)	0.00%
Other Revenue	\$5,340	\$27,262	\$392,155	\$364,893	6.95%
Total Revenues	\$395,025	\$1,060,229	\$3,915,929	\$2,855,700	27.07%
Expenditures					
Salaries	\$6,645	\$41,832	\$115,287	\$73,455	36.29%
Fringe Benefits	\$3,480	\$28,431	\$40,514	\$12,083	70.18%
Travel/Training	-	\$225	\$4,500	\$4,275	5.00%
Supplies	\$15,825	\$120,432	\$291,656	\$171,224	41.29%
Purchased Services	\$3,401	\$361,631	\$3,102,188	\$2,740,557	11.66%
Interdepartment Charges	\$8,852	\$56,337	\$147,754	\$91,417	38.13%
Other Expenses	\$78	\$3,670	\$39,031	\$35,361	9.40%
Total Operating Expenditures	\$38,281	\$612,558	\$3,740,930	\$3,128,372	16.37%
Capital Outlay					
Equipment & Furniture	-	\$50,010	\$280,703	\$230,693	17.82%
Total Capital Outlay	-	\$50,010	\$280,703	\$230,693	17.82%
Total Expenditures	\$38,281	\$662,568	\$4,021,633	\$3,359,065	16.48%
Other Finance (Sources)	-	-	(\$105,703)	(\$105,703)	0.00%
Net Other Financing Sources/Uses	-	-	(\$105,703)	(\$105,703)	0.00%
					-
Net Increase (Decrease)	\$356,744	\$397,661	(\$1)	(\$397,662)	3976610 0.00%
Equity:					
Governmental Fund Balance	-	(\$1,261,968)	-	\$1,261,968	0.00%

Attachment: Jun PW Committee Report 2021 (7129 : Transit Monthly Financial Report)

Public Works Committee

AGENDA INFORMATION SHEET

AGENDA DATE: July 22, 2021
DEPARTMENT: Transit
DIRECTOR: Jon Edgren
PREPARER: Joy Neilson

Agenda Summary Transit Quarterly Ridership Reports

SHARED RIDE TAXI QUARTERLY REPORT

Shared Ride Taxi ridership continues to hold steady, with an average of 6,077 riders per month, or 74% of the 10-year monthly average. Ridership is steadily increasing on the Washington Ozaukee Transit Connection pilot to an average of 3.9 rides into Washington County per day. The total ridership since the pilot began is 298. The Wisconsin Department of Workforce Development began using the service for their clients in June for cross-county employment rides, which has helped boost the ridership.

Ridership stats for the Transit Connection differ slightly from in-county ridership. Employment accounts for 76% of cross-county rides, with medical rides comprising 14%. The majority of all riders (96%) are ambulatory; 33% are disabled and 19% are elderly. For comparison, 73% of Shared Ride Taxi in-county riders are elderly and/or disabled.

The YTD net cost per ride for the Shared Ride Taxi is \$14.33. The cost has appeared to increase post-pilot by about \$1.00 per ride, but it's too early to tell if this is due to ridership fluctuation. Average monthly vehicle miles have increased 1500 miles since the start of the pilot program. At the current net cost per mile, the estimated monthly cost of the Washington Ozaukee Transit Connection is \$1,871. The overall billed service hours remain well below projected for this year.

Service feedback cards were distributed in all Shared Ride Taxi vehicles in June. A total of 300 cards were distributed, and 26 responses were received. Grafton was the top place of origin and destination for respondents. Only one card came back from a Transit Connection ride. Overall, the results were positive. Sixty-nine percent of respondents reported they arrived on-time to their destination, while 31% were early. "Friendliness of the Driver" received an average score of 4.88 on a 5-point scale. Areas of improvement include the "Ease of Reserving a Ride" and "Ride Time." Transit is actively working on securing updated routing software to improve both of these issues.

ATTACHMENTS:

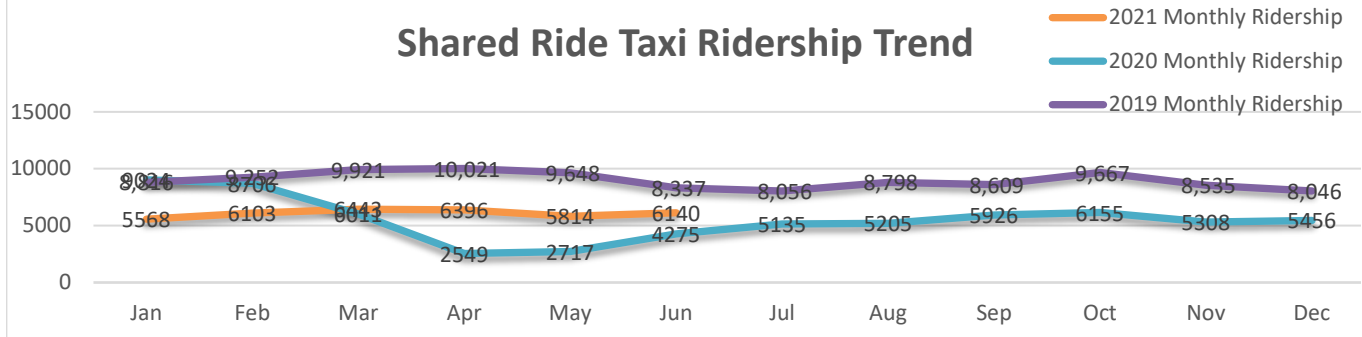
- 07_SRT Quarterly Ridership Report (PDF)
- 07_X County Metrics (PDF)
- 07_SRT Survey Cards June (PDF)

Shared Ride Taxi Quarterly Summary Report

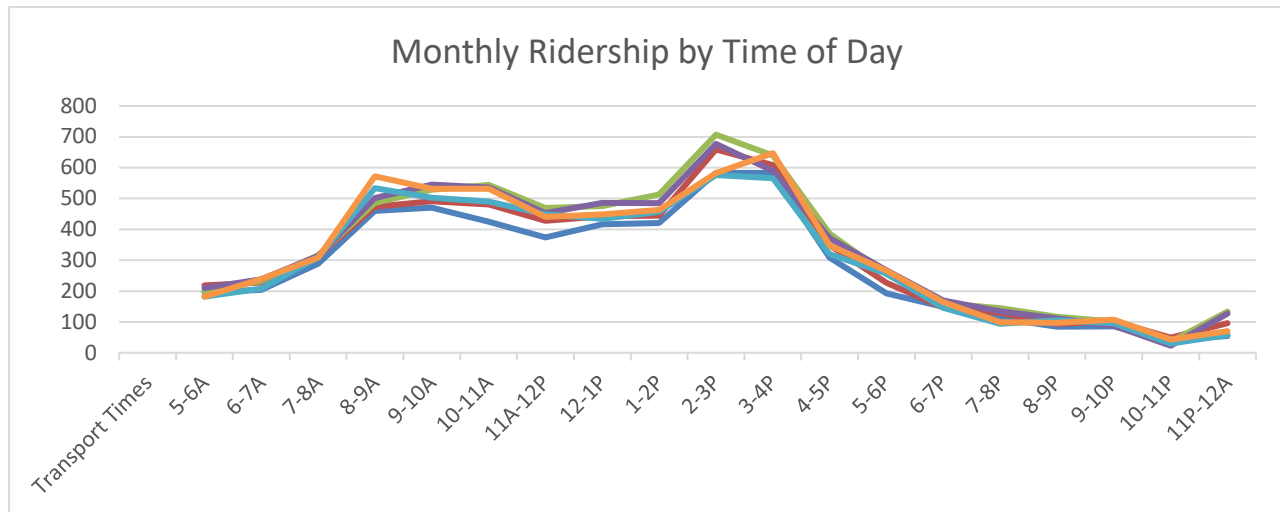
Ridership

Q1	Q2	Q3	Q4	YTD Monthly Average	10 Year Monthly Average
18,114.00	18,350.00	-	0	6,077.33	8,216.17

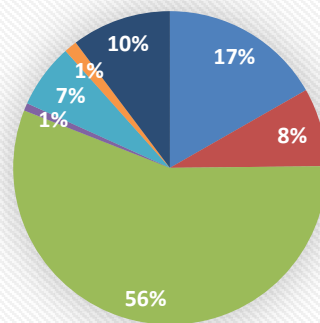
Shared Ride Taxi Ridership Trend



Monthly Ridership by Time of Day



Trip Purpose



Medical Shopping Employment Meal
 Social School Personal Business Transfer-Express

Shared-Ride Taxi Metrics

YTD Ridership	36,464
Vehicle Rev Miles	\$ 417,919.00
Billed Service Hours	20,086
Rides/Service Hour	1.82
Expenses	
Administrative Cost	\$ 164,278.65
Marketing	\$ 11,719.55
Maintenance/Labor	\$ 22,681.58
Parts & Tires	\$ 7,490.70
Oil & Lubricants	\$ 1,289.00
Fuel	\$ 52,490.13
Purchase of Service	\$ 465,095.19
YTD Total Cost	\$ 725,044.80
YTD Cost per Ride	\$ 19.88
Cost per Mile	\$ 1.73
Revenue	
Federal Aid	
WisDOT 85.21	\$ 229,426.00
WisDOT 85.2	\$ 306,775.00
Local Cost	\$ 495,618.80
Local Cost per Ride	\$ 13.59
Local Cost per Mile	\$ 1.19
Farebox	\$ 20,614.00
Punch Card	\$ 82,160.00
Agency Fare	\$ 99,840.00
No Show Fine Revenue	\$ 723.50
Net Cost per Ride	\$ 14.33
Net Cost per Mile	\$ 1.25

Washington Ozaukee Transit Connection Metrics

Rides by Month & County of Origin				
	Apr	May	Jun	Total
OZ	82	80	136	298
WA	79	99	99	277

Purpose	Apr	May	Jun	Average
Employment		75%	76%	76%
Medical		10%	17%	14%
Social		14%	7%	11%

Riders by Type	Apr	May	Jun	Average
Ambulatory	82	78	127	96%
Wheelchair	0	2	9	4%
Percent Disabled		25%	40%	33%
Percent Elderly		16%	21%	19%

Change in Vehicle Revenue		Average
Miles	Averag VRM	VM
Pre-Pilot	68862	74448
Pilot	70444	75945
Change (per month)	1582	1497

No Shows	Apr	May	Jun	Total
	0	2	7	

Number of Breakdowns	Apr	May	Jun	Total
	0	0	0	

Net Cost Per Ride	
Average Cost/Ride Pre-Pilot	14.64
Average Cost/Ride Pilot	15.71

Est. Monthly Cost by Miles	\$ 1,871.25
----------------------------	-------------

Ozaukee County Shared Ride Taxi Rider Feedback Cards June 2021

Origins and Destinations

City/Town	Count of Origins	Count of Destinations
Brown Deer	0	1
Cedarburg	4	5
Fredonia	2	1
Grafton	9	7
Mequon	1	3
Port Washington	7	4
Saukville	0	4
Theinsville	1	0
West Bend	1	0

Service Ratings

Metric	Average or Percent	Number of Responses
Arrived On Time	69%	26
Arrived Early	31%	26
Arrived Late	0%	26
Taxi On Time	65%	26
Taxi Early	31%	26
Taxi Late	4%	26
Ease of Reserving a Ride	4.65	26
Friendliness of Driver	4.88	26
Ride Time	4.69	26
Cost of Ride	4.81	26
Will Use Again	96%	26

Comments

They're very reliable

All drivers I have used are affable and positive

The driver let me off at the wrong entrance to the hospital. Driver need more info on directions.

Drivers are very kind, helpful, pleasant. Recommend taxi service +10

One should be told how far ahead of time how much needed to book a ride. Paul W. driver & Eli - both excellent!

Portal Industries by 9am pick up 3 pm

Pleasant person

All the drivers and dispatchers are friendly and courteous

I am very thankful for this service

Paul and Andy are fantastic!

Thank you!

Very pleased

Very pleased

Very satisfied with your drivers and your service!

Everything is excellent! Thanks for asking!

This driver is aware of patience

Because I need some transportation

Public Works Committee

AGENDA INFORMATION SHEET

AGENDA DATE: July 22, 2021
DEPARTMENT: Highway
DIRECTOR: Jon Edgren
PREPARER: Jon Edgren

Agenda Summary City of Cedarburg Ozaukee Interurban Trail Signage

BACKGROUND INFORMATION: The City of Cedarburg has requested to put warning signage on CTH C (Pioneer Road) for their portion of the Ozaukee Interurban Trail (OIT), which crosses CTH C west of Washington Avenue. (See attached plans.)

Per Ozaukee County Ordinances Section 3.093 - Permitted Signs:

(1) The Ozaukee County Highway Department may allow the placement of signs within the county highway right-of-way including governmental and other public signs which may include but are not limited to community identity and entrance signs, signs for special community events and coordinated county-wide trail blazing signs that provide direction to places of interest if such sign:

- (a) Serves an official duty or purpose, the sign cannot be for commercial advertising;
- (b) The sign is owned, erected and maintained by or for a city, village;
- (c) A sign for a city or village is located within the city or village corporate limits or in areas of the right-of-way abutting the territorial jurisdiction of the city or village placing the sign;
- (d) All signs allowed under this subsection shall be placed only after review and approval by the Ozaukee County Public Works Committee, prior to installation.

ANALYSIS: As the proposed signage meets criteria, Highway Staff recommends approval subject to the City of Cedarburg accepting responsibility for installation and maintenance.

FISCAL IMPACT: N/A

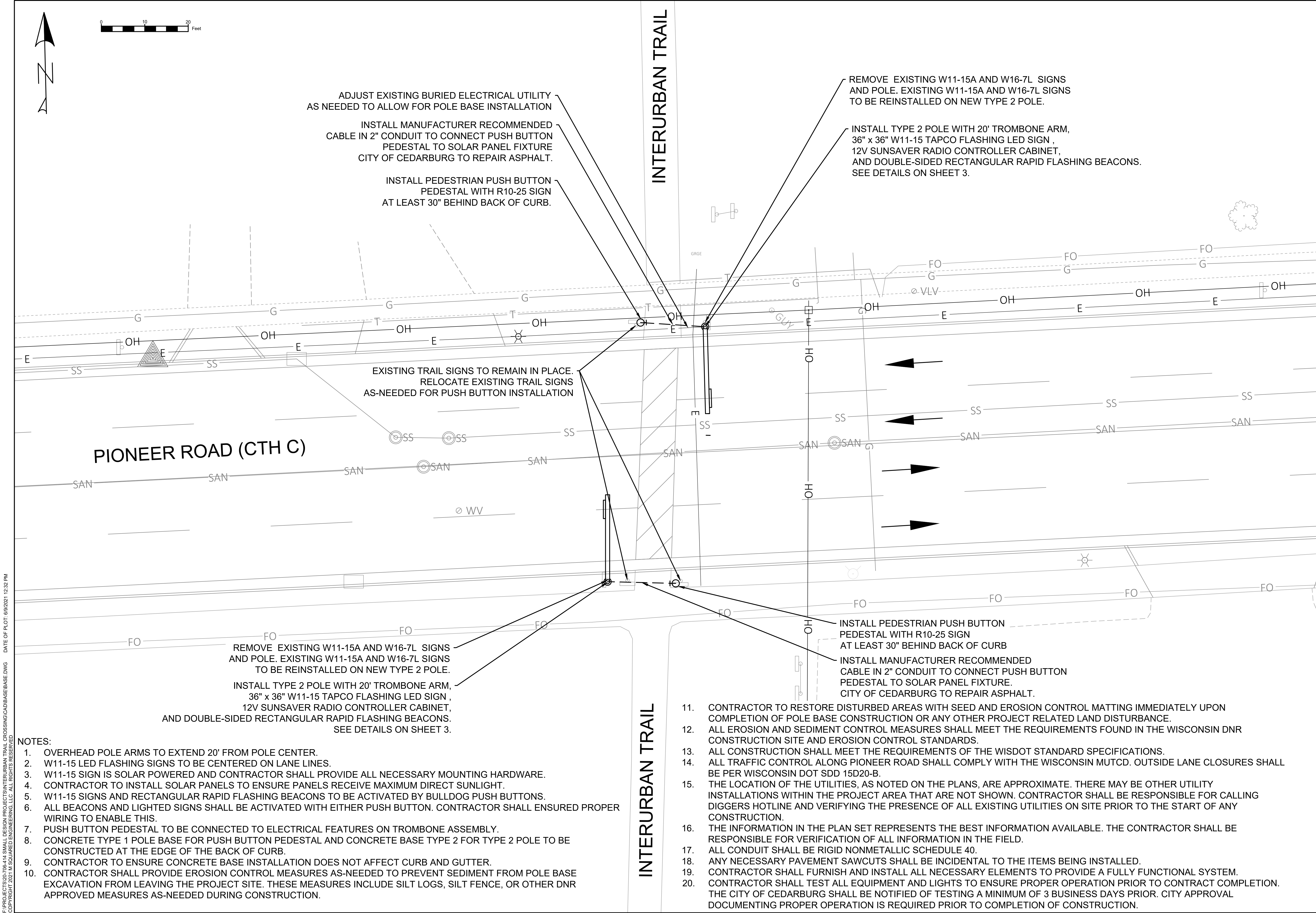
FUNDING SOURCE: N/A

RECOMMENDED MOTION: Approve CTH C OIT Signage as proposed subject to the City of Cedarburg accepting responsibility for installation and maintenance.

ATTACHMENTS:

- C-Cedarburg - OIT Crossing Plans - 6-9-21 (PDF)

F:\PROJECTS\20-706-414 SMALL DESIGN PROJECTS\INTERURBAN TRAIL CROSSING\CAD\BASE.DWG DATE OF PLOT: 6/9/2021 12:32 PM
COPYRIGHT 2021 M SQUARED ENGINEERING, LLC ALL RIGHTS RESERVED



NOTES:

- OVERHEAD POLE ARMS TO EXTEND 20' FROM POLE CENTER.
- W11-15 LED FLASHING SIGNS TO BE CENTERED ON LANE LINES.
- W11-15 SIGN IS SOLAR POWERED AND CONTRACTOR SHALL PROVIDE ALL NECESSARY MOUNTING HARDWARE.
- CONTRACTOR TO INSTALL SOLAR PANELS TO ENSURE PANELS RECEIVE MAXIMUM DIRECT SUNLIGHT.
- W11-15 SIGNS AND RECTANGULAR RAPID FLASHING BEACONS TO BE ACTIVATED BY BULLDOG PUSH BUTTONS.
- ALL BEACONS AND LIGHTED SIGNS SHALL BE ACTIVATED WITH EITHER PUSH BUTTON. CONTRACTOR SHALL ENSURED PROPER WIRING TO ENABLE THIS.
- PUSH BUTTON PEDESTAL TO BE CONNECTED TO ELECTRICAL FEATURES ON TROMBONE ASSEMBLY.
- CONCRETE TYPE 1 POLE BASE FOR PUSH BUTTON PEDESTAL AND CONCRETE BASE TYPE 2 FOR TYPE 2 POLE TO BE CONSTRUCTED AT THE EDGE OF THE BACK OF CURB.
- CONTRACTOR TO ENSURE CONCRETE BASE INSTALLATION DOES NOT AFFECT CURB AND GUTTER.
- CONTRACTOR SHALL PROVIDE EROSION CONTROL MEASURES AS-NEEDED TO PREVENT SEDIMENT FROM POLE BASE EXCAVATION FROM LEAVING THE PROJECT SITE. THESE MEASURES INCLUDE SILT LOGS, SILT FENCE, OR OTHER DNR APPROVED MEASURES AS-NEEDED DURING CONSTRUCTION.

- CONTRACTOR TO RESTORE DISTURBED AREAS WITH SEED AND EROSION CONTROL MATTING IMMEDIATELY UPON COMPLETION OF POLE BASE CONSTRUCTION OR ANY OTHER PROJECT RELATED LAND DISTURBANCE.
- ALL EROSION AND SEDIMENT CONTROL MEASURES SHALL MEET THE REQUIREMENTS FOUND IN THE WISCONSIN DNR CONSTRUCTION SITE AND EROSION CONTROL STANDARDS.
- ALL CONSTRUCTION SHALL MEET THE REQUIREMENTS OF THE WISDOT STANDARD SPECIFICATIONS.
- ALL TRAFFIC CONTROL ALONG PIONEER ROAD SHALL COMPLY WITH THE WISCONSIN MUTCD. OUTSIDE LANE CLOSURES SHALL BE PER WISCONSIN DOT SDD 15D20-B.
- THE LOCATION OF THE UTILITIES, AS NOTED ON THE PLANS, ARE APPROXIMATE. THERE MAY BE OTHER UTILITY INSTALLATIONS WITHIN THE PROJECT AREA THAT ARE NOT SHOWN. CONTRACTOR SHALL BE RESPONSIBLE FOR CALLING DIGGERS HOTLINE AND VERIFYING THE PRESENCE OF ALL EXISTING UTILITIES ON SITE PRIOR TO THE START OF ANY CONSTRUCTION.
- THE INFORMATION IN THE PLAN SET REPRESENTS THE BEST INFORMATION AVAILABLE. THE CONTRACTOR SHALL BE RESPONSIBLE FOR VERIFICATION OF ALL INFORMATION IN THE FIELD.
- ALL CONDUIT SHALL BE RIGID NONMETALLIC SCHEDULE 40.
- ANY NECESSARY PAVEMENT SAWCUTS SHALL BE INCIDENTAL TO THE ITEMS BEING INSTALLED.
- CONTRACTOR SHALL FURNISH AND INSTALL ALL NECESSARY ELEMENTS TO PROVIDE A FULLY FUNCTIONAL SYSTEM. CONTRACTOR SHALL TEST ALL EQUIPMENT AND LIGHTS TO ENSURE PROPER OPERATION PRIOR TO CONTRACT COMPLETION. THE CITY OF CEDARBURG SHALL BE NOTIFIED OF TESTING A MINIMUM OF 3 BUSINESS DAYS PRIOR. CITY APPROVAL DOCUMENTING PROPER OPERATION IS REQUIRED PRIOR TO COMPLETION OF CONSTRUCTION.

ENGINEERING

M²

INTERURBAN TRAIL CROSSING

PROPOSED PLAN

DRAWN BY: JAW

DATE: 06/07/2021

CHECKED BY: DCB

HORIZ. SCALE:

VERT. SCALE:

PROJECT NO. 20-706-414

REVISIONS

DATE: REVISED BY:

SHEET

1 OF 4

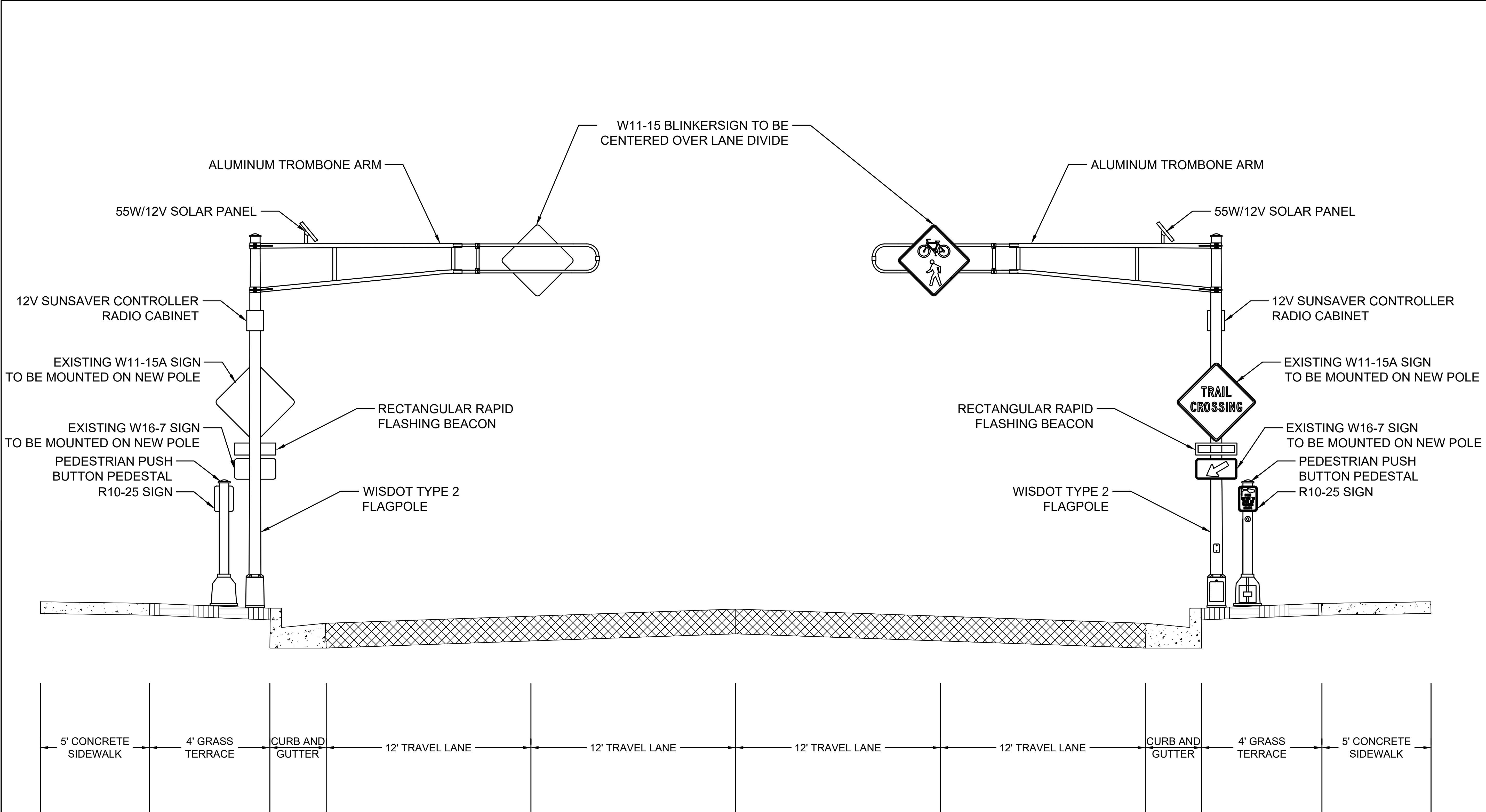
M Squared Engineering, LLC

NT19W6719 Commerce Ct
Cedarburg, WI 53012
Phone: (262)376-4246
www.msquaredengineering.com

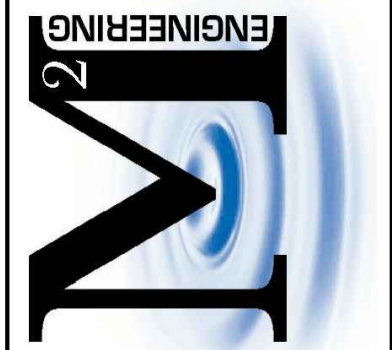
Attachment: C-Cedarburg - OT Crossing Plans - 6-9-21 (7119 - Cedarburg OT Signs)

Packet Pg. 18

F:\PROJECTS\20-706-414 SMALL DESIGN PROJECTS\INTERURBAN TRAIL CROSSING\CAD\BASE.DWG DATE OF PLOT: 6/9/2021 12:32 PM
COPYRIGHT 2021 M SQUARED ENGINEERING, LLC ALL RIGHTS RESERVED



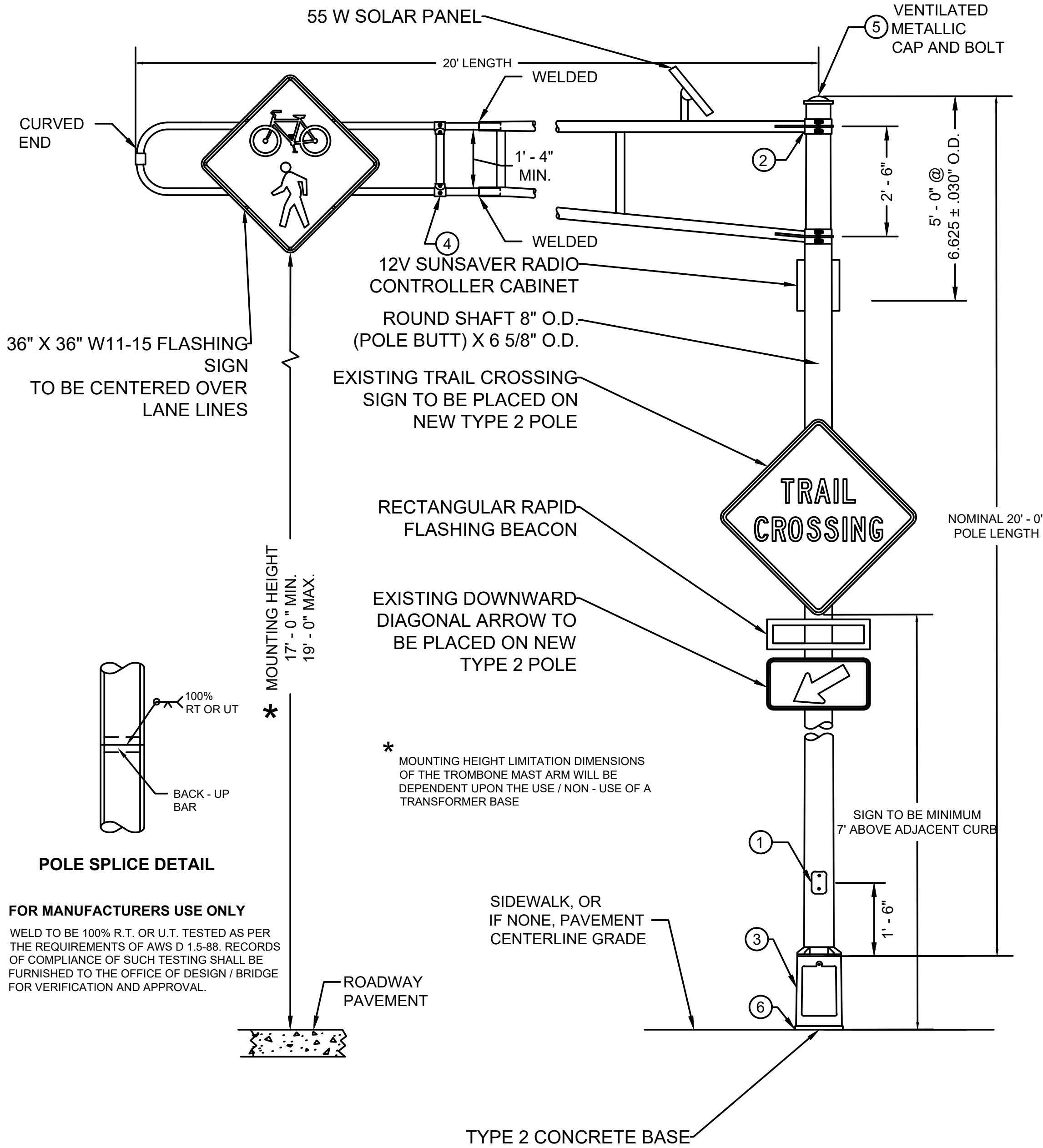
M Squared Engineering, LLC
N19W6719 Commerce Ct
Cedarburg, WI 53012
Phone: (262)376-4246
www.msquaredengineering.com



INTERURBAN TRAIL CROSSING
PAVEMENT TYPICAL SECTION

DRAWN BY:	JAW
DATE:	06/07/2021
CHECKED BY:	DCB
HORIZ. SCALE:	
VERT. SCALE:	
PROJECT NO.	20-706-414
REVISIONS	
DATE:	REVISED BY:

SHEET
2 OF 4



- ① 4" X 6" REINFORCED HANDHOLE AND COVER ASSEMBLY WITH TWO (2) 1/4" X 3/4" - 20 TPI , STAINLESS STEEL, HEX HEAD BOLTS.
- ② GROMMETS. 1" CHASE NIPPLES OR 1" CLOSE CONDUIT NIPPLES WITH BUSHINGS SHALL BE PROVIDED FOR 1 3/8" HOLE IN POLE SHAFT FOR WIRING.
- ③ CAST ALUMINUM TRANSFORMER BASE, WHEN REQUIRED.
- ④ VERTICAL STRUT (ADJUSTABLE). ONE (1) SET SCREW (1/4" X 3 4" - 20 TPI STAINLESS STEEL, HEX HEAD) INTO EACH ARM MEMBER IF STRUTS THE SLIDING TYPE.
- ⑤ FURNISH AND INSTALL VENTILATED, CAST METALLIC (ALUMINUM ALLOY) CAPS. FASTEN CAPS WITH ONE (1) 1/4" X 3 4" - 20 TPI STAINLESS STEEL, HEX HEAD BOLT.
- ⑥ SHIMMING, IF NEEDED, SHALL BE LOCATED BETWEEN THE CONCRETE FOUNDATION AND THE TRANSFORMER BASE.

GENERAL NOTES:

ALL CONSTRUCTION SHALL MEET THE REQUIREMENTS OF THE WISDOT STANDARD SPECIFICATIONS.

DETAILS OF CONSTRUCTION NOT SHOWN ON THIS DRAWING SHALL CONFORM TO THE PERTINENT REQUIREMENTS OF THE CONTRACT.

PROVIDE WIREWAY THRU POLE WALL AND ARM CONNECTION PLATES. PROVIDE ROUND, SMOOTH INSIDE SURFACE

SECTION 657, POLES OF THE STANDARD SPECIFICATION SHALL APPLY TO THIS DRAWING.

POLES SHALL BE EITHER ALUMINUM OR GALVANIZED STEEL AS CALLED FOR IN THE CONTRACT.

A PULL WIRE/ROPE SHALL BE INSTALLED IN EACH TROMBONE ARM RACEWAY DURING THE MANUFACTURING PROCESS.

TYPE 2 ALUMINUM POLES SHALL BE CONSTRUCTED OF 6063-T6 ALUMINUM ALLOT. SLEEVING INSIDE THE POLE IS NOT ACCEPTABLE.

WHEN TRANSFORMER BASES ARE USED, WIRE CONNECTIONS SHALL BE MADE IN THE TRANSFORMER BASE.

SIGN MOUNTING BRACKETS SHALL BE FURNISHED IN ACCORDANCE WITH SECTION 637 OF THE STANDARD SPECIFICATIONS FOR HIGHWAY AND STRUCTURE CONSTRUCTION.

PEDESTAL LOCATIONS SHALL BE AS SHOWN ON THE PLANS, UNLESS APPROVED BY THE ENGINEER IN THE FIELD

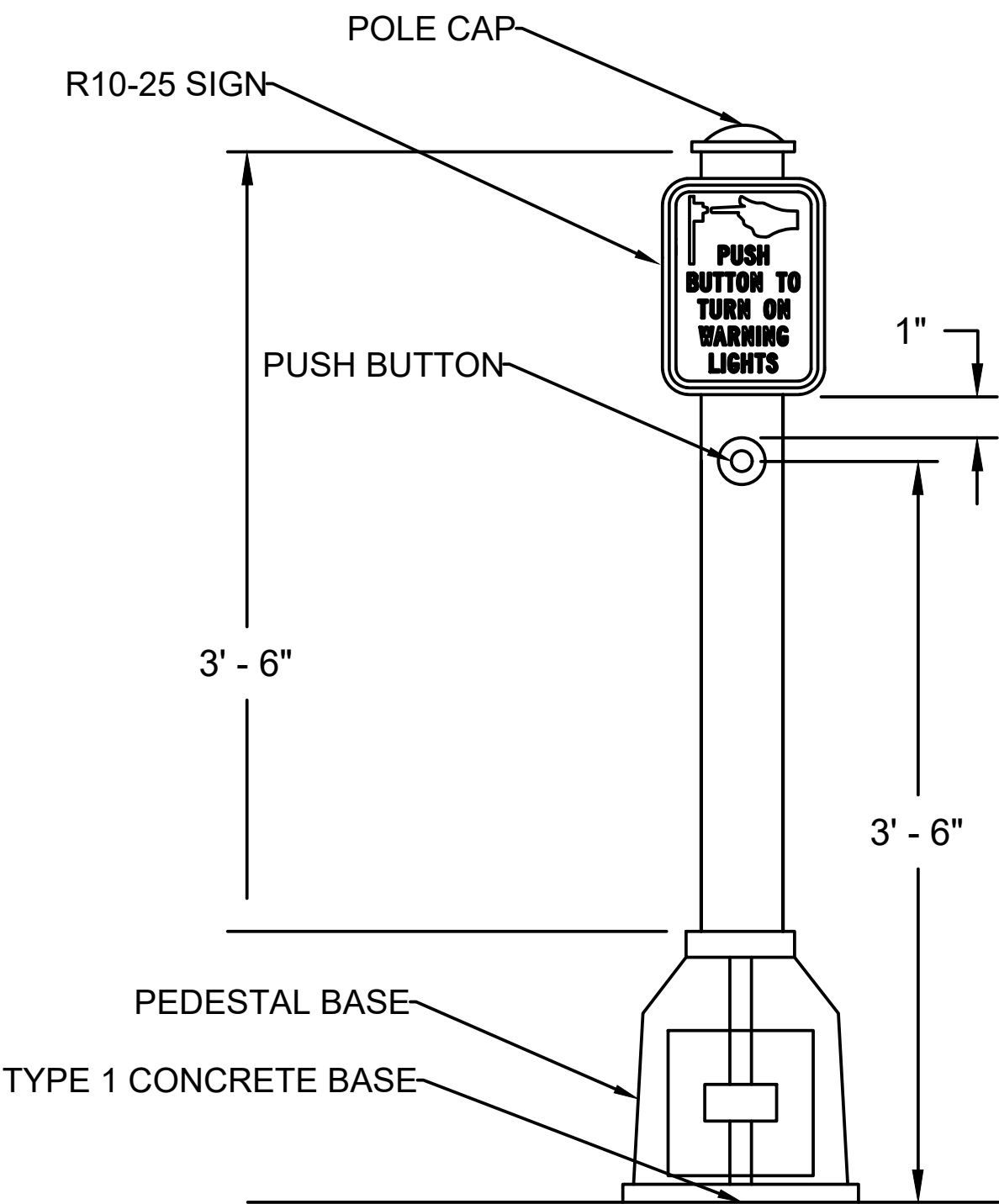
ALL PEDESTAL BASES SHALL BE MOUNTED ON CONCRETE BASE - TYPE 1

FOR APPROVED MOUNTING HARDWARE, SEE THE CONTRACT SPECIFICATIONS, STANDARD SPECIFICATIONS AND MANUFACTURER RECOMMENDATIONS.

MOUNTING AND BRACKETS SHALL BE AS SHOWN ON THE PLANS OR RECOMMENDED BY THE MANUFACTURER.

PEDESTRIAN SIGNS SHALL BE AS DESIGNATED IN THE PLANS

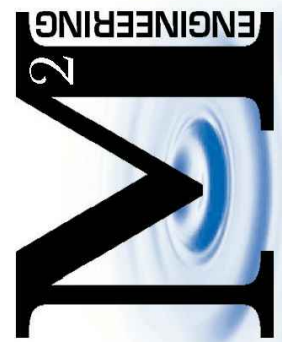
FURNISH AND INSTALL VENTILATED, CAST, METALLIC (ALUMINUM ALLOY) CAPS, FASTEN CAPS WITH ONE (1) 1/4" X 3/4" - 20 TPI STAINLESS STEEL, HEX HEAD BOLT.



**PEDESTRIAN PUSH BUTTON
TYPICAL MOUNTING**

M Squared Engineering, LLC

N19W6719 Commerce Ct
Cedarburg, WI 53012
Phone: (262)376-4246
www.msquaredengineering.com



**INTERURBAN TRAIL
CROSSING**

DETAILS

DRAWN BY:	JAW
DATE:	06/07/2021
CHECKED BY:	DCB
HORIZ. SCALE:	
VERT. SCALE:	
PROJECT NO.	20-706-414
REVISIONS	
DATE:	REVISED BY:

SHEET
3 OF 4

- 1

THE MINIMUM DEPTH OF CONDUIT EXITING THE CONCRETE BASE AND INSTALLED BELOW THE TRAVELED WAY SHALL BE 24 INCHES. THE MINIMUM DEPTH OF CONDUIT EXITING THE CONCRETE BASE THAT IS NOT INSTALLED BELOW THE TRAVELED WAY SHALL BE 18 INCHES. THE MAXIMUM DEPTH OF ALL CONDUIT SHALL BE 36 INCHES EXCEPT WITH WRITTEN APPROVAL OF THE ENGINEER.
- 2

(4) 1" DIA. X 3' - 6" ANCHOR RODS.
- 3

(4) 1" DIA. X 5' - 0" ANCHOR RODS.
- 4

(6) NO. 6 X 6' - 8" BAR STEEL REINFORCEMENT.
- 5

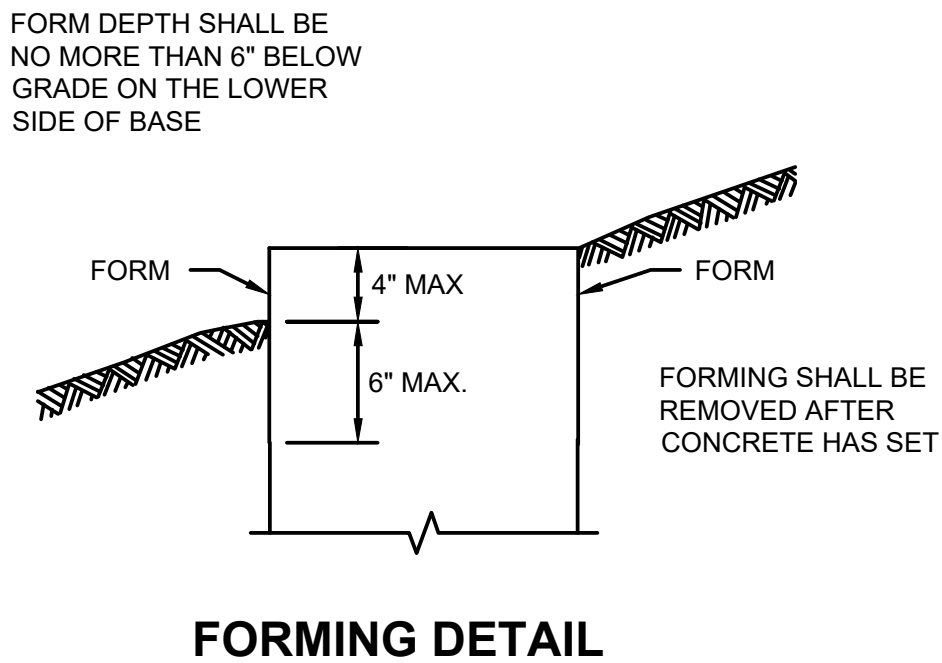
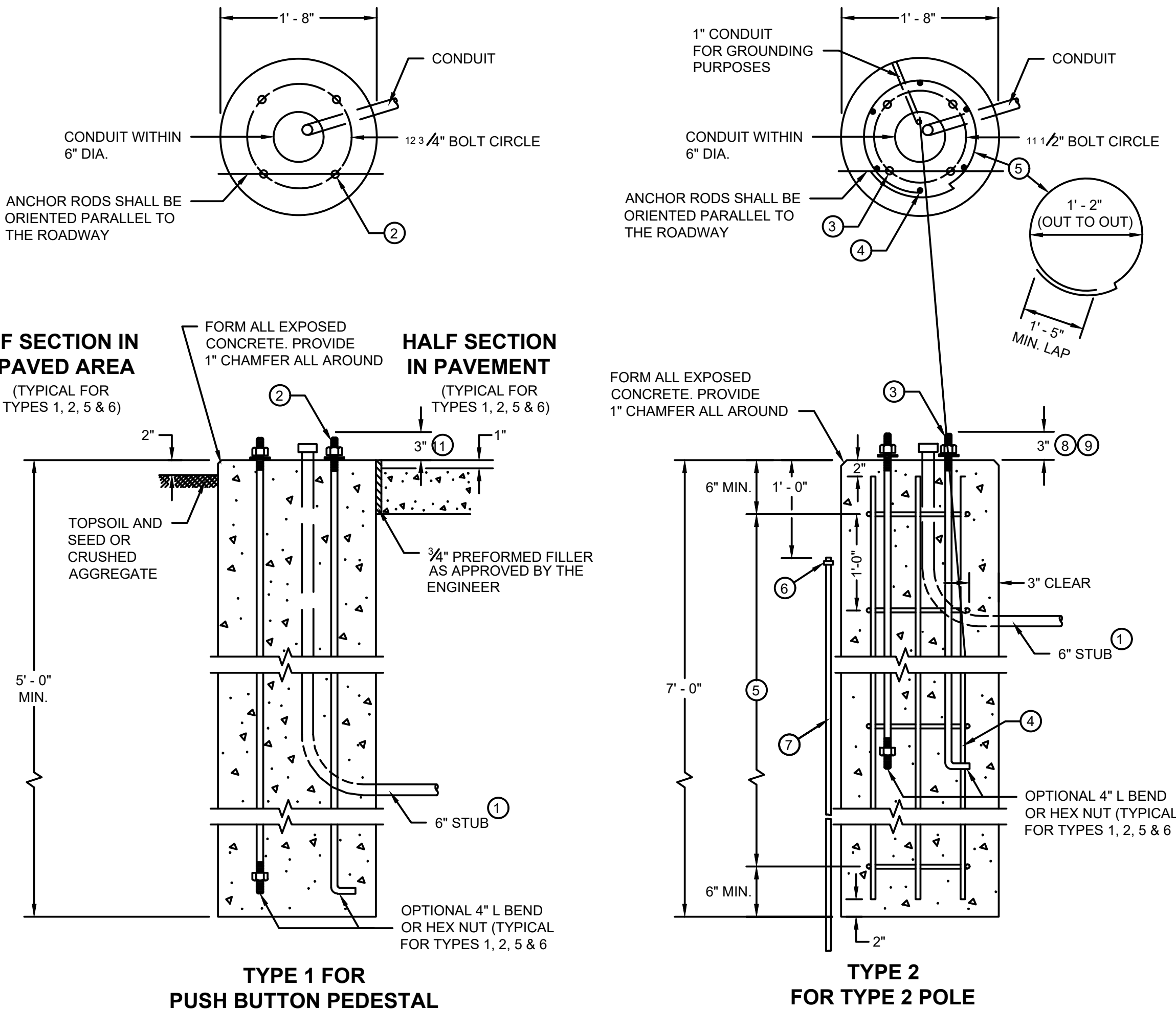
(7) NO. 4 X 5' - 1" BAR STEEL REINFORCEMENT @ 1' - 0" C - C.
- 6

EXOTHERMIC CONNECTION TO EUIPMENT GROUNDING CONDUCTOR
- 7

5/8" DIA. X 8' -0" COPPERCLAD EQUIPMENT GROUNDING ELECTRODE REQUIRED
- 8

ANY ANCHOR ROD PROJECTION SHORTER THAN 2 3/4" OR LONGER THAN 3 1/4" SHALL REQUIRE THE BASE TO BE REMOVED AND REPLACED AT THE CONTRACTORS EXPENSE.
- 9

FOR NON - BREAKAWAY INSTALLATIONS, 4 1/2" ± ANCHOR ROD PROJECTION WITH THE USE OF LEVELING NUTS. RODENT SCREEN REQUIRED.



QUANTITY REQUIREMENTS	CONCRETE BASE TYPE		
	1	2	5 & 6
APPROX. CUBIC YARDS OF CONCRETE	0.40	0.57	0.40
LBS. OF HOOP BAR STEEL	NONE	23	16
LBS. OF VERTICAL BAR STEEL	NONE	60	18

GENERAL NOTES:

ALL CONSTRUCTION SHALL MEET THE REQUIREMENTS OF THE WISDOT STANDARD SPECIFICATIONS.

DETAILS OF CONSTRUCTION, MATERIALS AND WORKMANSHIP NOT SHOWN ON THIS DRAWING SHALL CONFORM TO THE PERTINENT REQUIREMENTS OF THE CONTRACT

BASES SHALL BE EXCAVATED BY USE OF A CIRCULAR AUGER

TOP SURFACES OF CONCRETE BASES SHALL BE TROWEL FINISHED SMOOTH AND LEVEL

CONDUIT SIZES AND LOCATIONS SHALL BE SHOWN ON THE PLANS

THE FINAL OR TERMINATING CONCRETE BASE IN A CONDUIT RUN SHALL HAVE A 6" EXIT STUB INSTALLED FOR FUTURE CABLING USE. THE EXIT STUB SHALL BE SIZED AS USED THROUGHOUT THE CONDUIT RUN AS SHOWN A THE ENTRANCE OF THE BASE.

ENDS OF CONDUIT INSTALLED BELOW GRADE FRO FUTURE USE SHALL BE CAPPED IF METALLIC OR PLUGGED IF NON-METALLIC.

MINIMUM BENDING RADIUS OF CONDUIT IS EQUAL TO 6X THE DIAMETER

CONDUIT HEIGHT ABOVE CONCRETE BASES SHALL BE 1 INCH. ALL METALLIC CONDUIT ENDS SHALL BE REAMED AND THREADED.

ALL CONDUIT ENDS AT THE TOP OF CONCRETE BASES SHALL BE CAPPED IF METALLIC OR PLUGGED IF NON-METALLIC IMMEDIATELY AFTER PLACEMENT AND BEFORE CONCRETE IS POURED. CONDUITS IN WHICH WIRE AND CABLE IS NOT INSTALLED SHALL REMAIN CAPPED.

BELL ENDS SHALL BE INSTALLED ON ALL PVC CONDUIT EXPOSED AT THE TOP OF CONCRETE BASES BEFORE INSTALLATION

WHEN REQUIRED TO CONNECT NON-METALLIC CONDUIT TO METALLIC CONDUIT ONLY ADAPTER FITTINGS, U.I. LISTED FOR ELECTRICAL USE, SHALL BE USED.

IF A BASE REQUIRES A DEEP FORM BECAUSE OF LOOSE DIRT OR FILL, THE FORM SHALL BE REMOVED BEFORE BACKFILLING AROUND THE BASE. BACKFILL SHALL BE TAMPED TIGHT AGAINST THE BARE CONCRETE BASE IN LAYERS OF 1 FOOT OR LESS.

BASES SHALL BE EXCAVATED BY USE OF CIRCULAR AUGER

A NO. 4 AWG STRANDED COPPER EQUIPMENT GROUNDING CONDUCTOR SHALL BE EXOTHERMICALLY WELDED TO THE EQUIPMENT GROUNDING ELECTRODE (GROUND ROD) FOR TYPE 2, TYPE 5 AND TYPE 6 BASES.

THE EQUIPMENT GROUNDING CONDUCTOR SHALL BE FURNISHED AND INSTALLED TO ENTER ALL BASE TYPES THROUGH A 1 INCH CONDUIT INSTALLED FOR GROUNDING PURPOSES, LEAVING A 4 FOOT COIL OF WIRE ABOVE THE CONCRETE BASE. THE EQUIPMENT GROUNDING CONDUCTOR SHALL BE NEATLY COILED AND THE COILS TIED TOGETHER.

ANCHOR RODS SHALL BE THREADED 12" IN LENGTH ON EACH END OF THE ROD. ANCHOR RODS SHALL BE MANUFACTURED IN ACCORDANCE WITH SECTION 654.2.1 OF THE STANDARD SPECIFICATIONS.

WASHERS AND LOCK WASHERS ARE REQUIRED ON ALL ANCHOR RODS.

WHEN ANCHOR RODS USING THE ALTERNATE "L" BEND ARE FURNISHED, THE 4 INCH"L" BEND SHALL BE IN ADDITION TO THE SPECIFIED ANCHOR ROD BAR LENGTH. THE "L" BEND SHALL NOT BE THREADED.

ANCHOR RODS SHALL BE INSTALLED WITH MISALIGNMENTS OF LESS THAN 1:40 FROM VERTICAL.

WELDING OF THE ANCHOR RODS TO THE CAGE IS UNACCEPTABLE. TIE WIRES SHALL BE USED.

BAR STEEL REINFORCEMENT SHALL BE COATED WITH POWDERED EPOXY RESIN IN ACCORDANCE WITH SECTION 505 OF THE STANDARD SPECIFICATIONS (LATEST EDITION).

M Squared Engineering, LLC

N19W6719 Commerce Ct
Cedarburg, WI 53012
Phone: (262)376-4246
www.msquaredengineering.com



INTERURBAN TRAIL CROSSING

DETAILS

DRAWN BY: JAW
DATE: 06/07/2021
CHECKED BY: DCB
HORIZ. SCALE:
VERT. SCALE:
PROJECT NO. 20-706-414

REVISIONS
DATE: REVISED BY:

SHEET
4 OF 4

Public Works Committee**AGENDA INFORMATION SHEET**

AGENDA DATE: July 22, 2021
DEPARTMENT: Highway
DIRECTOR: Jon Edgren
PREPARER: Jon Edgren

Agenda Summary Town of Belgium 2022/2023 Road Maintenance Contract

BACKGROUND INFORMATION: In March, the Public Works Committee approved the standard 2022/2023 Town Road Maintenance Contracts, and they were distributed to the Towns of Belgium, Fredonia and Grafton in May.

The Town of Belgium approved the contract as submitted (attached).

ANALYSIS: Given no revisions to the proposed contract, Highway staff has no issues with the Town of Belgium's Road Maintenance Contract.

FISCAL IMPACT: N/A

FUNDING SOURCE: N/A

RECOMMENDED MOTION: Approve the Town of Belgium 2022/2023 Road Maintenance Contract as submitted.

ATTACHMENTS:

- T-Belgium - 2022-2023 Road Maint Agreement - SIGNED (PDF)

ROAD MAINTENANCE CONTRACT 2022-2023

IN CONSIDERATION of the mutual promises of the parties and for services to be rendered, **OZAUKEE COUNTY HIGHWAY COMMITTEE**, representing Ozaukee County, 121 West Main Street, Port Washington, Wisconsin, hereinafter "County", and **TOWN OF BELGIUM**, hereinafter "Town", AGREE AS FOLLOWS:

ONE: Effective January 1st, 2022 and for two years thereafter, the Ozaukee County Highway Department will perform the following maintenance work on town roads without further direction, instruction or authorization, except where specifically required by this contract. Services to be deleted from this agreement should be **lined out and initialed**. Specific methods, timeframes or other detail **may be written to the right of the respective item**, or submitted to the County via a Memorandum of Understanding (MOU).

Services to be provided under this contract include:

As
Yes No Directed

<u>X</u>	___	___	Guaranteed Work Partnership: Checking "Yes" engages all requirements of Section (2)(5) – Guaranteed Work Partnership.
<u>X</u>	___	___	*Snowplowing and blading of all town roads that meet min. standards
<u>X</u>	___	___	Sanding or salting town roads
<u>X</u>	___	___	Surveillance or patrolling to find hazardous conditions
<u>X</u>	___	___	Replacement or repair of existing traffic signs
<u>X</u>	___	___	Drift prevention by erecting and removing snow fence
<u>X</u>	___	___	Culvert steaming
<u>X</u>	___	___	Picking up trash and debris along roads
<u>X</u>	___	___	Repairing potholes in pavements
___	<u>X</u>	___	Review driveway permits and inspect driveway installations
___	___	<u>X</u>	Inspect new roads for compliance to town specifications
<u>X</u>	___	___	Mowing roadsides two times per year
<u>X</u>	___	___	Grading gravel roads and shoulders
___	___	<u>X</u>	Crack-filling paved roads
___	___	<u>X</u>	Minor ditch cleaning and roadside maintenance
<u>X</u>	___	___	Bridge inspection and report filing
___	___	<u>X</u>	Use of chemicals for weed control
___	___	<u>X</u>	Provide centerline on paved town roads
___	___	<u>X</u>	Plowing snow from private roads or drives that meet minimum standards
___	___	<u>X</u>	Provide dust control on gravel roads with calcium chloride
___	___	<u>X</u>	Cutting trees or brush along town roads
___	___	<u>X</u>	Resurfacing with asphalt mix or sealcoat treatment
___	___	<u>X</u>	Road base reconstruction or major ditching
___	___	<u>X</u>	Erection of new signs, notices or limits
___	___	<u>X</u>	Culvert or bridge replacement
___	___	<u>X</u>	Provide edge-lining on paved town roads
___	___	<u>X</u>	Provide brush pick-up

*Snowplowing services required to receive **Guaranteed Work Partnership** status.

TWO: The Town agrees to pay for the described maintenance services upon receipt of a monthly invoice and statement, based on the following costs:

1. **Labor.** Actual labor costs, including fringe benefit costs. Labor time shall include that time incidental to accomplishing the specified task and not properly chargeable to another function, such as travel time to a job or time during equipment breakdown.
2. **Machinery.** Machinery shall be charged for the actual time used and shall be charged at the rate set forth by the Machinery Classified Equipment Rates in the Wisconsin Department of Transportation's Highway Maintenance Manual, or as near actual costs as possible. Proper machinery time shall be determined by the operator of the equipment or the foreman on the job.
3. **Material.** Materials will be charged at cost plus any necessary storage or handling costs. The County shall have the right to select materials and the source of materials unless specifically directed otherwise. Material costs will be charged directly from the supplier's invoice or from the monthly County cost printout, if the material is normally held in inventory by the County. Material costs charged directly from the supplier's invoice may be charged in the month following the provided service.
4. **Overhead.** Any Town contracting for winter maintenance services will be charged a portion of the costs for keeping and storing winter maintenance equipment in a ready condition for use in emergencies. This charge is based upon the overall building and ground costs associated with the storage of equipment, and divided among the State, County and locals per their share of equipment revenue. The locals that contract with the County for Snow & Ice control split the local share of storage costs based upon their relative areas.
5. **Guaranteed Work Partnership.** If the Guaranteed Work Partnership is checked "Yes" on Page 1, then the following items are included as part of this contract:
 - a) **Minimum charge.** Notwithstanding the foregoing, the Town agrees to pay the County a minimum of **\$236,000** for services each calendar year under this agreement. The minimum annual charge will be credited for the cost of all labor, machinery, materials and overhead provided by the County to the Town under this agreement during the calendar year. If the Town does not utilize services up to the minimum charge in a calendar year, then the remainder is added to the following year's Maintenance Contract minimum. If no Maintenance Contract is established for the following year, then the remainder will be billed to the Town on the final invoice at the end of the year. If the Town does not utilize services up to the minimum charge in a calendar year, and that occurs two years in a row, then the cumulative remainder will be billed to the Town on the final invoice at the end of the second year.
 - b) **Machinery Rates.** Notwithstanding the foregoing, if a Town is active in the Guaranteed Work Partnership, then Machinery Rates will be reduced per the attached Guaranteed Work Partnership Resolution.
 - c) **Overhead.** Notwithstanding the foregoing, if a Town is active in the Guaranteed Work Partnership, then a credit will be given to offset Overhead fees that are charged as part of each monthly bill.

6. **Services.** Unless directed otherwise, the County shall determine whether the entire project can best be performed by County personnel and equipment or whether a part of the job can best be done by other alternatives. In the event subcontractors or other governmental agencies are used, these costs will be charged directly on the monthly invoice.

Billing by Ozaukee County will be done on a monthly basis. Payment is due thirty (30) days from receipt of the monthly invoice.

7. **Exclusion to Exclusivity of Work Partnership and Minimum Charge Guarantee for County's Inability to Timely Perform.** The Exclusivity Provision contained herein does not limit the Town from obtaining alternative coverage for the road maintenance required by the Town during those time in which the County is unable to provide those services. Therefore, in the event the County cannot perform the maintenance work delineated in Section ONE, above, then the Town may, at its option, assume the maintenance work and engage a private contractor to undertake the maintenance work or services. If approved by the County, any amount paid by the Town for the road maintenance or services performed by the Town or its contractor for the maintenance or services the County did not perform, will then be deducted from the Minimum Charge guarantee, and offset any amount due under this Contract from the Town to the County.

THREE: To allow for the safe use of County equipment, any roadway maintained or plowed by the County should meet the following minimum standards. Specific roadways may require higher standards, and the County may refuse to maintain or plow any Town or private roadway not meeting the specific standards required by the circumstances.

By requesting maintenance or plowing of any roadway, the Town thereby certifies the roadway meets the minimum roadway standards set forth herein:

1. Minimum width of 20 feet and sufficient gravel, asphalt or concrete to prevent a vehicle from getting stuck.
2. Minimum roadway shoulder clear of all obstructions, including but not limited to trees, mailboxes, fences, and buildings, of five feet on each side of the roadway proper, but no less than a total clear width of 24 feet, including roadway and shoulder.
3. A road should have an adequate area to turn around leaving the roadway, usually a turn around with a 45 foot radius is sufficient.
4. The total width of the roadway shall be clear of overhanging branches, trees, structures or wires to a height of 13 feet.

FOUR: The Town hereby agrees to indemnify the County for any and all damage or injury to any persons or property which is in any way attributable to a roadway failing to meet minimum road standards that occurred during standard plowing or maintenance work.

FIVE: Under no circumstances will the County be held responsible for damage to a Town road as a result of typical plowing or maintenance work, or be held responsible for damage to a private road as a result of snowplowing. The Town accepts such responsibility and agrees to indemnify the County for any such claims except for any acts attributed to the County's negligence or its employee's negligence while they are acting within the course and scope of their employment.

SIX: It is mutually agreed by the parties that this contract involves an ongoing agreement between units of government in Ozaukee County. It is intended that past practices will provide guidance in the discharge of responsibilities and services under this contract except where this contract or new statutes provide otherwise.

SEVEN: Termination for Cause: Upon the breach of any of the terms and conditions of the Contract, or upon the County's failure to timely complete the work delineated by the Town to be undertaken in Section One of the Contract, the Town may terminate the Contract if such breach or default continues for a period of 14 days after delivery of a written notice from the Town to the County which reasonably details such breach or default, and have any and all remedies at law or in equity.

OZAUKEE COUNTY, on authority of the
Ozaukee County Public Works Committee

Dated: _____, _____

By _____
Chairman
Public Works Committee

By _____
Jon E. Edgren
Highway Commissioner

TOWN OF BELGIUM, on authority of
the Town Board of Supervisors

Dated: JUNE 7, 2021

By THOMAS WINKER
Town Chairman CHAIR

By [Signature]
Town Clerk

N:\Municipalities\Town Maintenance Contract\2022-2023\Town Maint Contract 2022-23 - T-Belgium.docx

Attachment: T-Belgium - 2022-2023 Road Maint Agreement - SIGNED (7120 : Belgium Road Maint Contract)

Public Works Committee

AGENDA INFORMATION SHEET

AGENDA DATE: July 22, 2021
DEPARTMENT: Highway
DIRECTOR: Jon Edgren
PREPARER: Jon Edgren

Agenda Summary Cedarburg Shop LED Lighting Upgrade

BACKGROUND INFORMATION: The Highway Department has had on-going electrical issues with lighting in the Cedarburg Shop, and has performed multiple ballast replacements within various areas of the shop. In Spring, a small fire started in an overhead light in our main storage building.

Warren Guettel, Highway's Construction Superintendent, discussed the issues and inspected the lighting with J. Miller Electric, Inc. Their recommendation, given the estimated significant expense of troubleshooting throughout the shop, was to simply replace all lighting with LED fixtures.

Therefore, Mr. Guettel reached out to three electric firms to obtain quotes to perform LED replacement of all fixtures and replace the exterior Salt Shed power panel due to substantial corrosion on circuit breakers.

As part of the 2021 Highway Department Budget, we anticipated replacing and adding gutters to the main shop in Port Washington with a budget amount of \$30,000, but given the concerns raised over the lighting, we're proposing to divert the funds to this project.

ANALYSIS: We received three bids for the project with the following Bid Totals:

- | | |
|-----------------------------|--------------|
| 1) J. Miller Electric, Inc. | \$30,975.76* |
| 2) KW Electric | \$30,980.00 |
| 3) Steiner Electric | \$33,116.00 |

***Recommendation by Highway Staff**

Therefore, based upon staff's review and outstanding past performance, we recommend approval of J. Miller Electric, Inc.'s proposal for \$30,975.76.

FISCAL IMPACT:

Balance Current Year: \$30,975.76 Next Year's Estimated Cost: ---

FUNDING SOURCE:

County Levy: X

Non-County Levy: --- Indicate source: Highway Department's Building Fund

RECOMMENDED MOTION: Approve the Highway Department Cedarburg Shop LED Lighting Upgrade project bid from J. Miller Electric, Inc for \$30,975.76.

Public Works Committee**AGENDA INFORMATION SHEET**

AGENDA DATE: July 22, 2021
DEPARTMENT: Highway
DIRECTOR: Jon Edgren
PREPARER: Jon Edgren

Agenda Summary Highway Financials

ATTACHMENTS:

- Hwy Financials - July 2021 (PDF)

Ozaukee County Committee Report
Special Revenue Fund County Roads and Bridges
 For the Five Months Ending Monday, May 31, 2021
 Profit and Loss Statement ACTUAL TO AMENDED BUDGET

	Current Month Actual	2021 YTD Actual	2021 Amended Budget	Budget Balance	% Budget YTD
Revenues					
Taxes	\$276,291	\$1,381,455	\$3,315,491	\$1,934,036	41.67%
Intergovernmental Revenues	-	\$393,463	\$1,631,438	\$1,237,975	24.12%
Total Revenues	\$276,291	\$1,774,918	\$4,946,929	\$3,172,011	35.88%
Expenditures					
Interdepartment Charges	\$252,337	\$1,405,427	\$5,141,300	\$3,735,873	27.34%
Total Operating Expenditures	\$252,337	\$1,405,427	\$5,141,300	\$3,735,873	27.34%
Capital Outlay					
Total Expenditures	\$252,337	\$1,405,427	\$5,141,300	\$3,735,873	27.34%
Other Finance (Sources)	-	-	(\$194,371)	(\$194,371)	0.00%
Net Other Financing Sources/Uses	-	-	(\$194,371)	(\$194,371)	0.00%
Net Increase (Decrease)	\$23,954	\$369,491	-	(\$369,491)	0.00%
<i>Equity:</i>					
Governmental Fund Balance	-	(\$1,646,809)	-	\$1,646,809	0.00%

Attachment: Hwy Financials - July 2021 (7117 : Hwy Financials - July 2021)

Public Works Committee**AGENDA INFORMATION SHEET**

AGENDA DATE: July 22, 2021
DEPARTMENT: Highway
DIRECTOR: Jon Edgren
PREPARER: Jon Edgren

Agenda Summary July 2021 Status Update on Public Works Department Items

ATTACHMENTS:

- PW Comm_JEE^Hwy Report - 7-22-21 (PDF)



Ozaukee County Highway Department
410 South Spring Street
Port Washington, Wisconsin 53074-0994
Jon E. Edgren, P.E. – Director of Public Works
Phone 262-238-8335 Fax 262-238-8343

TO: Public Works Committee
FROM: Jon E. Edgren, Director of Public Works
SUBJECT: Public Works Monthly Report
DATE: July 14, 2021

The following are status updates on various Public Works Department items:

TRANSIT:

1) Milwaukee County Transit System Contract

In March, the Public Works Committee (PWC) approved the re-start of the Milwaukee County Transit System (MCTS) Express Bus during the last week of August, 2021. Transit Superintendent Joy Neilson-Loomis has finalized the contract with MCTS for service to start on August 30th with 24.3 daily platform hours, as previously approved. This represents a 30.6% service reduction from 2019, and all local costs are anticipated to be covered by Federal grant funds.

HIGHWAY:

2) Quad-Axle Purchase

At the June PWC meeting, a question was raised regarding our current order for a Tri-Axle Truck, and if it should be shifted to a Quad-Axle Truck given we're looking at Quad-Axle Trucks in the future. While we have recently made the decision to replace some Tri-Axle Trucks with Quad-Axle Trucks, our current Tri-Axle Truck was ordered early in the year and the Dump Body for a Tri-Axle has already been received.

3) Forklift Purchase

At the February PWC meeting, purchase of a Used Forklift was approved up to \$20,000. After missing out on a couple options and passing on several more, Shop Superintendent Scott Palubiski has purchased a 2014 Yale Forklift for \$19,900 with 4,000 Hours, a 6,700-lb Lifting Capacity and 16-foot Lifting Height. (Picture attached.)

4) County/State Highway Construction Update

Attached is our current Construction update.

5) Future Shop Tours

Shifting our PWC meetings to fully in-person will allow the Highway Department to perform our monthly meetings in a variety of locations, such as our satellite shops and fairgrounds. I'll plan to begin adding new locations with corresponding tours occasionally, so please let me know if there are priority locations or tours.



Attachment: PW Comm_JEE^Hwy Report - 7-22-21 (7125 : PW Monthly Update - July 2021)



Ozaukee County Highway Department

2021 Construction Activities

July 13, 2021

7.b.2.a

County Highway Construction Projects			
Location	Project Description	Schedule of Activities	Estimated Cost
CTH Y: CTH MY to CTH A	Pulverize, Widen & Repave	July to August Construction	\$1,500,000
CTH KW: Lake Drive to CTH A	Widen to 30'; 2.5" Overlay	August to September Construction	\$375,000
NOAA Fish Passage Projects	Various locations throughout Ozaukee County	See Planning & Parks Department website for more project information	N/A
CTH D: STH 57 to Lilac Lane	2.5" Mill & Overlay	2022	\$850,000
CTH B: Willow Road to CTH A	2.5" Overlay	2022	\$650,000
CTH I: CTH A/H to Fredonia-Kohler Road	2.5" Overlay	2022	\$300,000
Various County Highways: - CTH LL: Highland Rd to Lake Drive - CTH LL: Sauk Creek Bridge to STH 32 - CTH LL: STH 32 to Willow Drive	Chip Sealing	COMPLETED	\$250,000 budgeted for sealcoating. Cost est. at \$23,000/mile
State Highway Construction Projects			
Location	Project Description	Schedule of Activities	Est. State Cost
I-43 Highway Expansion: Silver Spring Drive to STH 60	Expansion to 6-lanes from Milwaukee County line to STH 60.	County Line Road Interchange: Est. 2022 Mequon Road Interchange: Est. 2022 Highland Road to STH 60: Est. 2022-2023	\$450M
STH 57 Resurface: I-43 to CTH W	Diamondgrind	Estimated for 2022 Construction	\$1.6M
STH 57 Resurface: Teutonia Ave (Milwaukee County) to Mequon Road (STH 167)	Mill & Overlay	Estimated for 2022 Construction	\$17M
STH 33 & CTH I Roundabout	Reconstruct intersection as a Roundabout	Estimated for 2022 Construction	\$1.6M
STH 181 (Wauwatosa Rd): CTH C (Pioneer Rd) to STH 60	Resurfacing	Estimated for 2022 Construction	\$3.3M
STH 167 (Mequon Road): Washington County Line to Buntrock Avenue	Resurfacing	Estimated for 2023 Construction	\$3.0M
I-43 Resurface: STH 32 to STH 60	Diamondgrind/Repaving	Estimated for 2023 Construction	N/A
STH 181 (Wauwatosa Rd): County Line Road to Mequon Road (STH 167)	Resurfacing	Estimated for 2026 Construction; Potentially early in 2025	\$5.0M

Attachment: PW Comm_JEE^Hwy Report - 7-22-21 (7125 : PW Monthly Update - July 2021)