



AGENDA
PUBLIC WORKS COMMITTEE
REGULAR MEETING
THURSDAY, DECEMBER 16, 2021 – 8:00 AM
OZAUKEE COUNTY CEDARBURG HIGHWAY SHOP
1221 HILLTOP DRIVE, CEDARBURG, WI 53012

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. November 18, 2021

5. HIGHWAYS

a. Discussion Items:

1. Town of Cedarburg Bridge Aid Request

6. FACILITIES MANAGEMENT

a. Management/Financial/Informational Reports

1. Facilities Financial Report

7. TRANSIT SERVICES

a. Action Items:

1. Transit Vehicle Purchase Pre-Approval

b. Management/Financial/Informational Reports

1. Transit Monthly Financial Report

8. HIGHWAYS (Cont.)

a. Action Items:

1. 2022 County Surveyor Services Agreement with Southeastern Wisconsin Regional Planning Commission

2. Quad-Axle Truck Purchases

3. Tanker Trailer Purchase

4. Scissors Lift Purchase

b. Management/Financial/Informational Reports

1. Highway Financial Reports

2. Monthly Status Update on Public Works Department Items

9. NEXT MEETING DATE

January 20, 2021

10. DEPART FOR TOUR OF HIGHWAY DEPARTMENT'S CEDARBURG SHOP

11. 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:	December 16, 2021
DEPARTMENT:	County Clerk
DIRECTOR:	Julie Winkelhorst
PREPARER:	Julie Winkelhorst

Agenda Summary November 18, 2021

[https://www.co.ozaukee.wi.us/AgendaCenter/ViewFile/Minutes/ 11182021-2996](https://www.co.ozaukee.wi.us/AgendaCenter/ViewFile/Minutes/11182021-2996)

Public Works Committee**AGENDA INFORMATION SHEET**

AGENDA DATE:	December 16, 2021
DEPARTMENT:	Facilities Management
DIRECTOR:	Jon Edgren
PREPARER:	Jon Edgren

Agenda Summary Facilities Financial Report

ATTACHMENTS:

- Facilities Financials - Dec 2021 (PDF)

Ozaukee County Committee Report

General Fund Facilities Management

For the Eleven Months Ending Tuesday, November 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	\$51,658	\$57,854	\$6,196	89.29%
Other Revenue	-	\$406	-	(\$406)	0.00%
Total Revenues	\$4,696	\$52,064	\$57,854	\$5,790	89.99%
Expenditures					
Salaries	\$41,885	\$580,014	\$580,411	\$397	99.93%
Fringe Benefits	\$15,304	\$180,505	\$207,499	\$26,994	86.99%
Travel/Training	-	\$116	\$100	(\$16)	116.00%
Supplies	\$26,169	\$91,534	\$95,795	\$4,261	95.55%
Purchased Services	\$53,892	\$360,385	\$415,724	\$55,339	86.69%
Interdepartment Charges	\$1,740	\$31,172	\$42,164	\$10,992	73.93%
					1095.86
Other Expenses	-	\$31,999	\$2,920	(\$29,079)	%
Total Operating Expenditures	\$138,990	\$1,275,725	\$1,344,613	\$68,888	94.88%
Capital Outlay					
Total Expenditures	\$138,990	\$1,275,725	\$1,344,613	\$68,888	94.88%
Net Increase (Decrease)	(\$134,294)	(\$1,223,661)	(\$1,286,759)	(\$63,098)	95.10%

E q u i t y:

Attachment: Facilities Financials - Dec 2021 (Facilities Financials - Dec 2021)

Ozaukee County Committee Report

Special Revenue Fund Fair Grounds

For the Eleven Months Ending Tuesday, November 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	\$57,919	\$63,184	\$5,265	91.67%
Public Charges for Services	\$37,650	\$116,560	\$206,150	\$89,590	56.54%
Interest Revenue	(\$37,000)	\$15,995	-	(\$15,995)	0.00%
Other Revenue	-	\$7	\$3,000	\$2,993	0.23%
Total Revenues	\$5,915	\$190,481	\$272,334	\$81,853	69.94%
Expenditures					
Salaries	\$1,387	\$19,418	\$33,425	\$14,007	58.09%
Fringe Benefits	\$119	\$1,700	\$3,585	\$1,885	47.42%
Travel/Training	-	\$1,963	\$500	(\$1,463)	392.60%
Supplies	\$4,243	\$19,301	\$24,375	\$5,074	79.18%
Purchased Services	\$12,838	\$159,335	\$214,300	\$54,965	74.35%
Interdepartment Charges	\$338	\$11,450	\$7,900	(\$3,550)	144.94%
Other Expenses	-	\$5,540	\$6,250	\$710	88.64%
Total Operating Expenditures	\$18,925	\$218,707	\$290,335	\$71,628	75.33%
Capital Outlay					
Total Expenditures	\$18,925	\$218,707	\$290,335	\$71,628	75.33%
Other Finance (Sources)	-	-	(\$18,000)	(\$18,000)	0.00%
Net Other Financing Sources/Uses	-	-	(\$18,000)	(\$18,000)	0.00%
					2822600
Net Increase (Decrease)	(\$13,010)	(\$28,226)	(\$1)	\$28,225	.00%
<i>Equity:</i>					
Governmental Fund Balance	-	(\$189,537)	-	\$189,537	0.00%

Attachment: Facilities Financials - Dec 2021 (Facilities Financials - Dec 2021)

Public Works Committee

AGENDA INFORMATION SHEET

AGENDA DATE: December 16, 2021
DEPARTMENT: Transit
DIRECTOR: Jon Edgren
PREPARER: Joy Neilson

Agenda Summary Transit Vehicle Purchase Pre-Approval

BACKGROUND INFORMATION: Transit Services ordered 3 vehicles through the WisDOT Human Services Vehicle contract in March - 2 ADA-minivans and one ADA minibus. Chrysler, the manufacturer of the awarded minivans, has canceled all outstanding orders on the State contract. The minibus order is in line for production beginning in January.

There is a high demand for accessible minivans; limited stock is moving quickly. Transit is requesting pre-approval for the procurement and contract award of up to two ADA minivans within the 2021 budgeted amount in early 2022.

ANALYSIS: Transit has not received any accessible vehicles since 2019. The two fleet vehicles (139 and 140) that were scheduled to be replaced with the ordered minivans are well past their useful life of 5 years and/or 100,000 miles.

Vehicle I.D.#	Year	Make	Type	VIN#	Miles 11/30/2021
139	2014	Dodge	ADA-Cara	2C7WDGBGXER327247	304,936
140	2014	Dodge	ADA-Cara	2C7WDGBG1ER327248	202,490

Transit will need to issue an RFB for replacements. Pre-approving the purchase of two ADA minivans will allow Transit to award a contract without waiting for the next Public Works Committee meeting.

FISCAL IMPACT:

All purchases are in the 2021 budget and will be rolled over to the 2022 FY.

Balance Current Year: Next Year's Estimated Cost: \$79,940.00

FUNDING SOURCE:

County Levy: \$15,988

Non-County Levy: \$63,952

Indicate source: FTA-5339

RECOMMENDED MOTION: Pre-approve the contract award of up to two ADA-vehicles with a total budget of up to \$79,940.

Public Works Committee**AGENDA INFORMATION SHEET**

AGENDA DATE: December 16, 2021
DEPARTMENT: Transit
DIRECTOR: Jon Edgren
PREPARER: Joy Neilson

Agenda Summary Transit Monthly Financial Report

ATTACHMENTS:

- Nov PW Committee Report 2021 (PDF)

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

7.b.1.a

	Current Month Actual	2021 YTD Actual	2021 Amended Budget	Budget Balance	% Budget YTD
Revenues					
Taxes	\$43,388	\$477,273	\$520,661	\$43,388	91.67%
Intergovernmental Revenues	-	\$1,536,549	\$2,382,313	\$845,764	64.50%
Public Charges for Services	\$40,613	\$388,371	\$614,500	\$226,129	63.20%
Intergovernmental Charges	-	\$39,955	-	(\$39,955)	0.00%
Fines/Forfeitures/Penalties	-	\$1,250	\$6,300	\$5,050	19.84%
Interest Revenue	\$12	\$116	-	(\$116)	0.00%
Other Revenue	-	\$33,605	\$392,155	\$358,550	8.57%
Total Revenues	\$84,013	\$2,477,119	\$3,915,929	\$1,438,810	63.26%
Expenditures					
Salaries	\$6,849	\$79,748	\$115,287	\$35,539	69.17%
Fringe Benefits	\$5,062	\$51,230	\$40,514	(\$10,716)	126.45%
Travel/Training	-	\$1,691	\$4,500	\$2,809	37.58%
Supplies	\$13,445	\$189,075	\$291,656	\$102,581	64.83%
Purchased Services	\$89,416	\$1,015,380	\$3,102,188	\$2,086,808	32.73%
Interdepartment Charges	\$13,582	\$127,578	\$147,754	\$20,176	86.34%
Other Expenses	\$1,580	\$43,889	\$39,031	(\$4,858)	112.45%
Total Operating Expenditures	\$129,934	\$1,508,591	\$3,740,930	\$2,232,339	40.33%
Capital Outlay					
Equipment & Furniture	\$32,338	\$132,358	\$280,703	\$148,345	47.15%
Total Capital Outlay	\$32,338	\$132,358	\$280,703	\$148,345	47.15%
Total Expenditures	\$162,272	\$1,640,949	\$4,021,633	\$2,380,684	40.80%
Other Finance (Sources)	-	-	(\$105,703)	(\$105,703)	0.00%
Net Other Financing Sources/Uses	-	-	(\$105,703)	(\$105,703)	0.00%
Net Increase (Decrease)	(\$78,259)	\$836,170	(\$1)	(\$836,171)	#####
Equity:					
Governmental Fund Balance	-	(\$1,261,968)	-	\$1,261,968	0.00%

Attachment: Nov PW Committee Report 2021 (Transit Monthly Financial Report)

Public Works Committee

AGENDA INFORMATION SHEET

AGENDA DATE: December 16, 2021
DEPARTMENT: Highway
DIRECTOR: Jon Edgren
PREPARER: Jon Edgren

Agenda Summary 2022 County Surveyor Services Agreement With Southeastern Wisconsin Regional Planning Commission

BACKGROUND INFORMATION: The Southeastern Wisconsin Regional Planning Commission (SEWRPC) has served as the Ozaukee County Deputy Surveyor since March, 2012, and as the County Surveyor since February, 2017. SEWRPC performs numerous duties including the replacement of broken, disturbed and missing U.S. Public Land Survey corner monuments and ancillary witness and bench marks, and the preparation of related records.

ANALYSIS: The proposed agreement (attached) covers the period from January 1 to December 31, 2022 at a total cost of \$52,487.

The past contracts amounts were:

2013: \$38,000

2014: \$37,868

2015 to 2020: \$52,487

FISCAL IMPACT:

Balance Current Year: \$52,487 Next Year's Estimated Cost: --

FUNDING SOURCE:

County Levy: X

Non-County Levy: -- Indicate source: --

RECOMMENDED MOTION: Approve SEWRPC's 2022 County Surveyor Services Agreement.

ATTACHMENTS:

- SEWRPC - 2022 Cty Survey Agreement (PDF)

AGREEMENT

COUNTY SURVEYOR SERVICES: OZAUKEE COUNTY 2022

THIS AGREEMENT, entered into this ____ day of _____ 2021, by and between the Southeastern Wisconsin Regional Planning Commission (hereinafter referred to as the "Commission"); and Ozaukee County (hereinafter referred to as the "County").

WITNESSETH:

WHEREAS, on April 23, 1970, the County abolished the elected office of County Surveyor in favor of employing a County Surveyor pursuant to Section 59.12 (now 59.20 (2)(c)) of the *Wisconsin Statutes*, to carry out the functions and duties of a County Surveyor as set forth in Section 59.45 (previously Sections 59.60 and 59.635) of the *Wisconsin Statutes*; and

WHEREAS, the County Surveyor is responsible for: (1) perpetuating the corners of the U.S. Public Land Survey which are subject to destruction, removal, and burial through construction and other activities; (2) maintaining the horizontal and vertical control survey networks in Ozaukee County which assign State Plane Coordinate values as warranted and referred to the North American Datum of 1983 with the National Readjustment of 2011 and the North American Datum of 1927 to each monumented U.S. Public Land Survey corner, and elevations also as warranted and referred to the North American Vertical Datum of 1988 and National Geodetic Vertical Datum of 1929 to the monuments and accessory bench marks; (3) preparing records of the U.S. Public Land Survey corners and bench marks as monumented by the County Surveyor (dossier sheets) and attendant control survey diagrams; (4) maintaining a record of the surveys made for such perpetuation; and (5) receiving, indexing, and filing as a public record, a copy of each land survey plat prepared by a land surveyor practicing in Ozaukee County; and

WHEREAS, the Commission maintains a staff knowledgeable, experienced, and fully qualified to perform the statutory duties of a County Surveyor; and

WHEREAS, Ozaukee County desires to employ the Commission as an Independent Contractor to perform the statutory duties of a County Surveyor; and

WHEREAS, the Commission has indicated its willingness to serve as Ozaukee County Surveyor; and

WHEREAS, Section 66.0301 of the Wisconsin Statutes authorizes the Commission to enter into contracts with local units of government and their agents for the furnishing of services required by law.

NOW, THEREFORE, in consideration of these premises and of their mutual and dependent promises and agreements, the parties hereto contract and agree as follows:

1. SEWRPC assigns Mr. Robert W. Merry, Chief Surveyor of the Commission, to serve as Ozaukee County Surveyor until SEWRPC no longer performs the County Surveyor function under a professional services contract; and

2. Scope of Work

In general, the Commission shall serve as County Surveyor for Ozaukee County and in such capacity be responsible for the duties enumerated in Section 59.45 of the *Wisconsin Statutes* on behalf of Ozaukee County. More specifically, the Commission will perform the following functions:

a. Perpetuation of the U.S. Public Land Survey System

The Commission shall as required perpetuate the U.S. Public Land Survey System section, quarter-section, meander and witness corners and attendant horizontal and vertical control survey networks and network data within Ozaukee County. The survey monumentation, and the attendant land and control surveys, shall be carried out in accordance with all Statutory requirements; the specifications for such monumentation and attendant land and control surveys, and related documentation as set forth in SEWRPC Technical Report No. 7, "Horizontal and Vertical Survey Control in Southeastern Wisconsin", Third Edition, August 1996; and good surveying practice.

Fieldwork will include the replacement of broken, disturbed, and missing U.S. Public Land Survey corner monuments and ancillary witness and bench marks and the preparation of related records. The work will also include the perpetuation U.S. Public Land Survey System corner monuments corner locations in preparation for proposed construction and other activities, including particularly street and highway construction activities, that would otherwise lead to destruction of U.S. Public Land Survey System corner monuments and loss of true corner locations.

b. Electronic Dissemination of Survey Data

The Commission shall make all the data on the location and monumentation of the U.S. Public Land Survey System corners and the attendant horizontal and vertical control survey data collected and collated through the County Surveyor function in Ozaukee County available on the Commission's Land Information Website. Including the "Record of U.S. Public Land Survey" documents (corner dossier sheets) and the control survey diagrams. In addition, the Commission shall cooperate with the State Cartographer's Office to ensure that survey data for Ozaukee County is also available for public website viewing.

c. Filing and Dissemination of Plats of Survey

The Wisconsin Statutes require that the County Surveyor provide a repository for filing of all land survey plats prepared by private surveyors operating within Ozaukee County and facilitate the dissemination of such plats to potential users including private surveyors, public works engineers, assessors and appraisers, attorneys, property owners, and interested citizens. The Commission agrees to work with the Ozaukee County Highway Department, to enable the Highway Department to serve as the repository for the plats filed with the County Surveyor.

d. Ad Hoc Land Survey Needs

The Commission will respond to specific requests from cognizant Ozaukee County officials to perform boundary and topographic surveys in support of County operations, including surveys for acquiring or disposing of County owned lands. Such survey work will not extend, however, to the right-of-way surveys for county or state trunk highways and all engineering related surveying consistent with providing both alignment and grade for a road or construction related project.

3. Timing

The work to be performed under this Agreement shall be carried out from January 1, 2022, through December 31, 2022.

4. Compensation

The County shall pay to the Commission the following sum as payment for the professional services described in Section 2 during calendar year 2022: \$52,487. The Commission shall submit equal invoices to the County at the beginning of each calendar quarter.

5. Annual Report

The Commission shall submit to the County an annual report of services provided under this agreement by January 31, 2023.

6. Non-Discrimination

There shall be no discrimination against any employee who is employed in the performance of the services to be performed under this contract or against any applicant for such employment because of gender, race/color, religion, limited English proficiency, age, disability, low income, or national origin. This provision shall include, but not be limited to: employment, upgrading, demotion, or transfer, recruitment or recruitment advertising, layoff or termination, rates of pay or other forms of compensation, and selection for training including apprenticeship.

IN WITNESS WHEREOF, the Commission and the County have executed this agreement as of the date first written above.

ATTESTING WITNESS:

By _____
Kevin J. Muhs, Deputy Secretary

**SOUTHEASTERN WISCONSIN REGIONAL
PLANNING COMMISSION**

By _____
Charles L. Colman, Chairman

ATTESTING WITNESS:

By _____

OZAUKEE COUNTY, WISCONSIN

By _____
Jason G. Dzwinel,
County Administrator

Public Works Committee

AGENDA INFORMATION SHEET

AGENDA DATE: December 16, 2021
DEPARTMENT: Highway
DIRECTOR: Jon Edgren
PREPARER: Jon Edgren

Agenda Summary Quad-Axle Truck Purchases

BACKGROUND INFORMATION: As part of the proposed 2022 Highway Department Budget, the purchase of a Quad-Axle Plow Truck was approved with a budget amount of \$350,000 including dump body, plow, wing, controls, set-up, etc... Additionally, a Quad-Axle Dump Truck was approved with a budget amount of \$225,000.

We currently have 15 Tri-Axle Trucks in our fleet, and try to maintain a standard turnover of Highway Department equipment and vehicles. These will be our first Quad-Axle Trucks with the intent to increase our hauling capabilities.

Scott Palubiski, Highway's Shop Superintendent, has been working with truck manufacturers on obtaining quotes, but has been notified of roadblocks to order trucks at this time. Our most common truck manufacturer are International or Freightliner.

International stated that they would take orders, but likely wouldn't be able to submit the order until next November and they're currently estimating a cost increase for the base vehicle from \$135,000 to \$156,000.

Freightliner stated that they're not even taking orders until April, and won't know estimated cost increases until the new year.

Therefore, there's a strong possibility that we may not be able to receive any Quad-Axle trucks in 2022, let alone use the trucks as it takes our staff +/-4 months of additional time to put the trucks together.

ANALYSIS: Typically, we bid or obtain quotes for all equipment or vehicle purchases, and bring the information to the Public Works Committee for approval. However, given the difficulties in ordering and fluctuations in pricing, I am requesting pre-approval authority to purchase Quad-Axle Trucks.

FISCAL IMPACT:

Balance Current Year: --

Next Year's Estimated Cost: \$350,000 (Quad-Axle Plow Truck)

\$225,000 (Quad-Axle Dump Truck)

FUNDING SOURCE:

County Levy: --

Non-County Levy: X

Indicate source: Highway Department's Equipment Fund

RECOMMENDED MOTION: Authorize the Highway Commissioner to purchase the 2022 Quad-Axle Plow Truck & Quad-Axle Dump Trucks at his discretion.

Public Works Committee

AGENDA INFORMATION SHEET

AGENDA DATE: December 16, 2021
DEPARTMENT: Highway
DIRECTOR: Jon Edgren
PREPARER: Jon Edgren

Agenda Summary Tanker Trailer Purchase

BACKGROUND INFORMATION: As part of the 2022 Highway Department Budget, the purchase of a used Tanker Trailer was approved with a budget amount of \$15,000.

The proposed purchase would be an addition to our fleet, but would improve several key abilities by increasing our mobile tank capacity from 1,800-gallons to 5,000-gallons and serving in the following functions:

- 1) Serve as the brine tank fill truck, which will decrease the re-filling of multiple County and Municipality brine tank locations from multiple days to a single day.
- 2) Serve as a high capacity brine sprayer, which will allow for a easier distribution in advance of winter storms to spray brine on bridges and key safety locations.
- 3) Serve as a dust control spray truck in the summer for construction sites and our gravel pit, which will significantly improve our ability to keep dust down.

ANALYSIS: Josh Borden, Patrol Superintendent, has been researching and seeking tanker trailers, and found the following comparables:

<u>Vendor</u>	<u>Equipment</u>	<u>Cost</u>
1) Phil's Pumping & Fab	1995 Krohnert	\$18,000
2) Stuart Tank Sales	1994 Krohnert	\$19,000*
3) Semi Service Trailer	1996 Brenner	\$29,500

***Recommendation by Highway Staff**

Our recommendation for the Krohnert from Stuart Tank Sales is based upon the additional work expected for the Krohnert from Phil's Pumping & Fab as it needs new brakes & tires, and is in generally worse condition.

FISCAL IMPACT: Balance Current Year: \$19,000 Next Year's Estimated Cost: --

FUNDING SOURCE: Non-County Levy: X Indicate source: Highway Department's Equipment Fund

RECOMMENDED MOTION: Approve the 1994 Krohnert Tank for \$19,000 from Stuart Tank Sales.

Public Works Committee

AGENDA INFORMATION SHEET

AGENDA DATE: December 16, 2021
DEPARTMENT: Highway
DIRECTOR: Jon Edgren
PREPARER: Jon Edgren

Agenda Summary Scissors Lift Purchase

BACKGROUND INFORMATION: As part of the 2021 Highway Department Budget, the purchase of a used Scissors Lift was approved with a budget amount of \$15,000.

The proposed purchase would add a Scissors Lift to our fleet, and allow for safer maintenance and cleaning of our equipment and buildings. Additionally, we will share the equipment with our Facilities Department, for various outdoor building maintenance.

ANALYSIS: Scott Palubiski, Shop Superintendent, researched multiple vendors, and Stack Equipment found a low use, off-road scissors lift. We compared the item to similar pieces of equipment found on-line:

<u>Vendor</u>	<u>Equipment</u>	<u>Hours</u>	<u>Cost</u>
1) Stack Equipment	MEC 2659ERT	35	\$13,500
2) Machinery Trader	MEC 2659ERT	66	\$19,662
3) United Rentals	Skyjack SJ 6826RT	??	\$20,127

Based upon the findings, Shop Superintendent Palubiski recommends the Scissors Lift from Stack Equipment for \$13,500.

FISCAL IMPACT: Balance Current Year: \$13,500

FUNDING SOURCE: Non-County Levy: X Indicate source: Highway Department's Equipment Fund

RECOMMENDED MOTION: Approve the MEC 2659ERT Scissors Lift from Stack Equipment for \$13,500.

Public Works Committee**AGENDA INFORMATION SHEET**

AGENDA DATE: December 16, 2021
DEPARTMENT: Highway
DIRECTOR: Jon Edgren
PREPARER: Jon Edgren

Agenda Summary Highway Financial Reports

ATTACHMENTS:

- Hwy Financials - Dec 2021 (PDF)

Ozaukee County Committee Report

Special Revenue Fund County Roads and Bridges

For the Ten Months Ending Sunday, October 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	\$2,762,909	\$3,315,491	\$552,582	83.33%
Intergovernmental Revenues	\$393,463	\$1,573,852	\$1,631,438	\$57,586	96.47%
Total Revenues	\$669,754	\$4,336,761	\$4,946,929	\$610,168	87.67%
Expenditures					
Interdepartment Charges	\$526,873	\$4,628,729	\$5,141,300	\$512,571	90.03%
Total Operating Expenditures	\$526,873	\$4,628,729	\$5,141,300	\$512,571	90.03%
Capital Outlay					
Total Expenditures	\$526,873	\$4,628,729	\$5,141,300	\$512,571	90.03%
Other Finance (Sources)	-	-	(\$194,371)	(\$194,371)	0.00%
Net Other Financing Sources/Uses	-	-	(\$194,371)	(\$194,371)	0.00%
Net Increase (Decrease)	\$142,881	(\$291,968)	-	\$291,968	0.00%
<i>Equity:</i>					
Governmental Fund Balance	-	(\$1,646,809)	-	\$1,646,809	0.00%

Attachment: Hwy Financials - Dec 2021 (Hwy Financials - Dec 2021)

Public Works Committee**AGENDA INFORMATION SHEET**

AGENDA DATE: December 16, 2021
DEPARTMENT: Highway
DIRECTOR: Jon Edgren
PREPARER: Jon Edgren

Agenda Summary Monthly Status Update on Public Works Department Items

ATTACHMENTS:

- PW Comm_JEE^PW Monthly Report - 12-16-21 (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: December 9, 2021

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

FACILITIES:

1) Public Charge for Services

At the November Public Works Committee meeting, Chairman Wolf asked about the low revenue (38%) for the Fairgrounds in the Public Charge for Services item. After correspondence with Ryan Tackes, Justice Center Building Superintendent, & Jay McMahon, Finance Director, there was a portion of the loss that is from the Curler's revenue, and will be increased a little more at year end and is currently up to 56%. However, there is also a portion that is short fall in the rental budgets. We estimated roughly \$71,000 in revenue, but we've realized only \$35,000. The biggest issue is that we've never adjusted the estimated rental income in the budget, but the COVID pandemic has reduced the overall Fairgrounds usage.

2) Personnel Issues

As the 2022 County Budget approved a full-time Maintenance Assistant for the Fairgrounds, we have made the decision to transfer one of our Custodial Maintenance Assistants from the Justice Center, and have posted his position in the Justice Center.

HIGHWAY:

3) Intergovernmental Revenues

At the November Public Works Committee meeting, Supervisor Godden asked about the low revenue (6%) for the Highway's Internal Service Fund in the Intergovernmental Revenues item. After looking into the item with Julie Dzwiniel, Highway Department's Financial Analyst, we determined that the revenue was estimated budget for Project Based Maintenance (PBM) work from WisDOT. We've typically accounted for PBM funding separately as it's "set" cost for our work, and we maintain a balance in the account to cover a PBM project that lost money. While we did less work in that account, we did more work in Discretionary Maintenance Account (DMA) projects, which are fully Time & Material, so any projected expenses were covered.

4) Personnel Issues

We've decided to re-post our Highway Department Mechanic position to focus more on light & medium duty skill set as our original post included heavy duty work on our large trucks, excavators, backhoes, etc...