



MINUTES
PUBLIC WORKS COMMITTEE
REGULAR MEETING
THURSDAY, MAY 19, 2022 – 8:00 AM
HIGHWAY DEPARTMENT - MEETING ROOM
410 SOUTH SPRING STREET, PORT WASHINGTON, WI 53074

1. CALL TO ORDER

A regular meeting of the Public Works Committee was held in the meeting room at the Highway Department.

Attendee Name	Title	Status	Arrived
M. Wolf	Chairperson	Present	
T. Grabow	Vice-Chairperson	Present	
T. Richart	Supervisor District 12	Present	
J. Strom	Supervisor District 21	Present	
M. Godden	Supervisor District 20	Present	

Staff present: County Administrator Dzwinel, Public Works Director Edgren, Transit Superintendent Neilson-Loomis, and Chief Deputy County Clerk Henning.

Others present remotely: Jon Wallenkamp

2. PROPER NOTICE

Chairperson Wolf called the meeting to order at 8:01 AM. The clerk noticed the meeting as required.

3. STAFF AND COMMITTEE INTRODUCTIONS

Committee members and staff introduced themselves and shared their backgrounds.

4. PUBLIC COMMENTS/CORRESPONDENCE/COMMUNICATIONS

There were none.

5. APPROVAL OF MINUTES

a. March 17, 2022

Motion to approve the March 17, 2022 minutes as submitted.

PUBLIC WORKS COMMITTEE	
RESULT:	APPROVED [UNANIMOUS]
MOVER:	T. Grabow, Vice-Chairperson
SECONDER:	M. Godden, Supervisor District 20
AYES:	Wolf, Grabow, Richart, Strom, Godden

6. VOLUNTEER TO SERVE ON THE ENERGY ACTION COMMISSION

Supervisor Strom volunteered to be the Public Works Committee representative on the Energy Action Commission.

7. FACILITIES MANAGEMENT

a. *Action Items:*

1. Project Approval and Authorization to Bid – Security Improvements to Administration Center Entrance

8:10 AM Jon Wallenkamp, Kueny Architects, LLC joined the meeting.

Mr. Dzwinel gave a brief overview of security updates that have been implemented at the Administration Center in response to a security assessment done by the Sheriff's Department three to four years ago. Mr. Dzwinel further explained that a more recent security review of the Administration Center by the Sheriff's Department recommended further improvements to the front entrance of the building. The proposed modifications would improve security as recommended, enhance the handicapped accessibility to the building and improve an ongoing issue with water infiltrating the foundation from the granite planters in the front of the building.

Mr. Wallenkamp reviewed the three (3) design options with the committee.

Questions and discussion regarding the design options, parking, property line, queuing time and the location/relocation of the main entrance and ADRC entrance.

Mr. Wallenkamp will take all the comments from today's meeting and introduce a new scheme to focus on another option at the June meeting.

No action taken on this item.

b. Management/Financial/Informational Reports

1. Facilities Financials

Mr. Edgren reviewed the status updates, included in the packet, on Fairground's equipment purchase and Facilities staffing.

8. TRANSIT SERVICES

a. Discussion Items:

1. Transit Services Overview

Ms. Neilson-Loomis provided an overview of transit services including services currently provided by Shared Ride Taxi and Commuter Express Bus, funding, ridership, staffing, county assets, the Washington Ozaukee Transit Connection pilot program and upcoming topics for transit services that will be brought forth to the committee in the upcoming months.

b. Action Items:

1. Commuter Express Fare Rate

Motion to adopt the lower fare rate for rides on the Ozaukee County Commuter Express as presented.

PUBLIC WORKS COMMITTEE

RESULT: APPROVED [4 TO 1]

MOVER: T. Richart, Supervisor District 12

SECONDER: T. Grabow, Vice-Chairperson

AYES: Wolf, Grabow, Richart, Strom

NAYS: Godden

c. Discussion Items (cont.)

1. Shared Ride Taxi Performance Issues

Update on the new routing and dispatch software, scheduling, training and staffing levels.

2. Transit Building Access - System Purchase

Update on the key-fob access system at the Transit building.

d. **Management/Financial/Informational Reports**

1. Transit Financial Report

There were no questions.

9. **HIGHWAYS**

a. **Action Items:**

1. STH 33 & CTH I Archeological Artifacts

Motion to authorize the Highway Commissioner to work with WisDOT to turnover cultural materials to the Ho-Chunk Nation.

PUBLIC WORKS COMMITTEE

RESULT: APPROVED [UNANIMOUS]

MOVER: T. Grabow, Vice-Chairperson

SECONDER: M. Godden, Supervisor District 20

AYES: Wolf, Grabow, Richart, Strom, Godden

2. CTH NN & CTH Y Traffic Signals: Plat & Relocation Order

Motion to approve the Plat and Relocation Order as presented.

PUBLIC WORKS COMMITTEE

RESULT: APPROVED [UNANIMOUS]

MOVER: T. Grabow, Vice-Chairperson

SECONDER: T. Richart, Supervisor District 12

AYES: Wolf, Grabow, Richart, Strom, Godden

3. CTH Y Road Closure for Newburg Fireman's Parade

Motion to approve the CTH Y closure as proposed conditionally upon the Village of Newburg's acceptance of responsibility, and Town of Saukville's authorization to use Singing Hill Road as a detour route.

PUBLIC WORKS COMMITTEE

RESULT: APPROVED [UNANIMOUS]

MOVER: M. Godden, Supervisor District 20

SECONDER: J. Strom, Supervisor District 21

AYES: Wolf, Grabow, Richart, Strom, Godden

b. **Discussion Items:**

1. CTH P Jurisdictional Transfer

County Trunk Highway P (CTH P) is a rural highway bordering the Towns of Belgium and Port Washington and is no longer a major roadway. Mr. Edgren plans to reach out to the Town of Belgium to gauge their interest in taking jurisdiction of CTH P, and if acceptable, will bring back a proposal to the committee for consideration.

c. Management/Financial/Informational Reports

1. Highway Financials

Mr. Edgren distributed year end financial reports.

2. Status Update on Public Works Department Projects

Mr. Edgren reviewed the status updates, included in the packet, on Highway equipment purchases, Highway staffing, CTH D contamination issues, and County/State Highway construction.

Mr. Edgren noted that the Covered Bridge Pedestrian Bridge is closed due to two (2) split beams under the bridge.

10. NEXT MEETING DATE

Set Meeting Day and Time

June 16, 2022 8:00 AM

11. ADJOURNMENT

Motion made by Supervisor Strom, seconded by Supervisor Godden to adjourn. Motion carried. Meeting adjourned at 9:53 AM.

Lisa M. Henning, Chief Deputy County Clerk