



AGENDA
PUBLIC WORKS COMMITTEE
REGULAR MEETING
THURSDAY, NOVEMBER 17, 2022 – 8:00 AM
HIGHWAY DEPARTMENT - MEETING ROOM
410 SOUTH SPRING STREET, PORT WASHINGTON, WI 53074

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. October 20, 2022
- 5. PUBLIC HEARING**
85.21 Specialized Transportation Assistance Grant
- 6. TRANSIT SERVICES**
 - a. **Action Item:**
 1. 2023 Application for 85.21 Specialized Transportation Assistance Program for Counties
- 7. HIGHWAYS**
 - a. **Action Item:**
 1. CTH D Angled Parking Pending Dedication of Right-of-Way
- 8. FACILITIES MANAGEMENT**
 - a. **Action Items:**
 1. Resolution: Designating Concessionaire(s) to Utilize County Facilities at Fairgrounds
 2. Facilities Snow Equipment Purchase
 - b. **Management/Financial/Informational Reports**
 1. Facilities Financial Report
- 9. TRANSIT SERVICES (cont.)**
 - a. **Action Items:**
 1. 2023 Contract Awards for Shared Ride Taxi and Express Bus Service
 2. Drug and Alcohol Program Policy and Procedures Revisions
 - b. **Management/Financial/Informational Reports**
 1. Transit Financial Report
- 10. HIGHWAYS (cont.)**
 - a. **Action Items:**
 1. Authorization to Purchase 2023 Highway Equipment Approved in 2023 Adopted Budget
 - b. **Management/Financial/Informational Reports**
 1. Highway Financial Reports
- 11. NEXT MEETING DATE**
December 15, 2022
- 12. 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:	November 17, 2022
DEPARTMENT:	County Clerk
DIRECTOR:	Julie Winkelhorst
PREPARER:	Julie Winkelhorst

Agenda Summary October 20, 2022

[<https://www.co.ozaukee.wi.us/AgendaCenter/ViewFile/Minutes/ 10202022-3158>](https://www.co.ozaukee.wi.us/AgendaCenter/ViewFile/Minutes/10202022-3158)

Public Works Committee

AGENDA INFORMATION SHEET

AGENDA DATE: November 17, 2022
DEPARTMENT: Transit
DIRECTOR: Jon Edgren
PREPARER: Julie Winkelhorst

Agenda Summary Public Hearing Notice

ATTACHMENTS:

- Public Hearing Notice 85.21 Grant 2023 (PDF)

Notice of Public Hearing Specialized Transportation Grant (85.21)

The Specialized Transportation Assistance Grant application for 2023 is scheduled for a public hearing by the Ozaukee County Public Works Committee on Thursday, November 17, 2022 at 8:00 AM at the Ozaukee County Highway Office, 410 South Spring Street, Port Washington, Wisconsin 53074 for the purpose of receiving comment for Ozaukee County's proposed application for approximately \$404,426 of funding authorized under Section 85.21 of the Wisconsin Statutes to implement its elderly and disabled transportation program:

- Shared-Ride Taxi Service
- Veterans Out-of-County Service
- Aging Service Voucher Program
- Two (2) ADA Vans or Minibuses

At the hearing Ozaukee County Public Works Committee will afford an opportunity for interested persons or agencies to be heard with respect to the social, economic, and environmental aspects of the project. Interested persons may submit orally or in writing evidence and recommendations with respect to said project. Transportation may be provided to the meeting for elderly and disabled persons by calling (262) 284-8294. Additionally, written comments will be considered if sent to Ozaukee County Transit Services, PO Box 994, 741 West Oakland Avenue, Port Washington, Wisconsin. Written comments must be received by November 16, 2021.

A copy of the application for a State grant for the proposed project is currently available for public inspection at Ozaukee County Transit Services, 741 West Oakland Avenue, Port Washington, Wisconsin 53074.

Public Works Committee

AGENDA INFORMATION SHEET

AGENDA DATE: November 17, 2022
DEPARTMENT: Transit
DIRECTOR: Jon Edgren
PREPARER: Joy Neilson

Agenda Summary 2023 Application for 85.21 Specialized Transportation Assistance Program for Counties

BACKGROUND INFORMATION: Wisconsin Department of Transportation offers funding assistance for elderly and disabled transit programs through the Wisconsin State Statutes 85.21 Specialized Transportation Assistance Program for Counties. The 2023 proposed allocation for Ozaukee County is \$244,426 and is based on the population of disabled and elderly residents in the county. Funds will be distributed across four programs: Shared-Ride Taxi operations (\$229,226), Transportation for Veterans Out of County (\$5,000), ADRC Voucher Program (\$7,200) and Interfaith Caregivers Voucher Program (\$3,000).

The application also details how the County will spend down the balance of funds in trust for elderly and disabled transportation. The estimated balance of the 85.21 trust account on 12/31/2022 is \$238,000. Transit proposes to use the funds to purchase accessible mini buses in 2023 and a bariatric van in 2024.

ANALYSIS: Funding was added for a voucher program for Interfaith Caregivers of Ozaukee County to help streamline access to transportation for elderly and disabled residents. Interfaith will use the funds to arrange transportation on the Shared Ride Taxi for clients who are unable to secure rides through their volunteer program and for whom the cost of service on the Shared Ride Taxi is a barrier. This project is a direct response to the request for an increase of coordinated transportation by Ozaukee County community organizations.

The local match for the 85.21 projects is \$48,885.20 and is included in the 2023 Budget County Levy allocation for the Shared Ride Taxi program. WisDOT allows counties to spend down the balance in trust without additional local match. The estimated costs of the trust fund projects are:

Mini Bus, Side Load Lift (2) 2023 \$170,000

Bariatric Van (1) 2024 \$68,000

FISCAL IMPACT:

Balance Current Year: Next Year's Estimated Cost: \$48,885.20

FUNDING SOURCE:

County Levy: \$48,885.20

Non-County Levy: \$244,426 Indicate source: 85.21 grant

RECOMMENDED MOTION: Motion requested to approve and accept the 2023 application for annual 85.21 Specialized Transportation Assistance grant.

ATTACHMENTS:

- 11_OCTS_2023 85.21 Application Workbook (PDF)

2023 APPLICANT INFORMATION FORM

6.a.1.a

For additional information on this Application Workbook,
please refer to the §85.21 Application Guidelines for CY2023

County of **Ozaukee**

Primary Contact for this Grant Program

Name **Joy Neilson-Loomis**
Telephone Number **262-284-8108** Extension
Email Address jneilson@co.ozaukee.wi.us

Application Preparer (if different than primary contact)

Name
Organization
Telephone Number
Email Address

Extension

Applicant Status

Place your initials in box to the right to certify your eligibility - *You are certifying that the applicant is a county government or an agency of the county department. Private non-profits or Aging Units organized as a non-profit under Wis. Stat. 46.82(1)(a)3 are not eligible to apply for this grant.*

JNL

Organization Info

Place your initials in the box certifying all organization information, including contacts and titles, have been updated in the BlackCat Online Grant Management System (GMS) and are true and correct to the best of your knowledge.

JNL

Federal Grant Match

Please place an "X" next to any federal grant that will be using §85.21 funds as local match.

5310

5307

5311

Other (Please explain)

Coordination

Please identify the county's coordinated plan name, goal(s) and page number(s) in which your §85.21 project(s) is/are derived.

Title of Coordinated Plan: **Public Transit Human Services Coordination Plan for Ozaukee County**

The goal(s) and/or strategies from which your project is included:

Promoting, enhancing, and facilitating the availability of transportation services, including the integration and coordination of services for people with disabilities, seniors, low-income individuals.

Increase the capacity of the human service providers to

Page number(s) of the Coordinated plan in which the goals may be referenced:

14

Assessability

Please indicate whether or not §85.21 state aid will be used for the transportation of persons who cannot walk or persons who walk with assistance during the calendar year.

YES

X

NO

(If no, please explain how the Americans with Disabilities Act (ADA) requirements for equivalency of service between ambulatory and non-ambulatory passengers will be met.)

Attachment: 11_OCTS_2023 85.21 Application Workbook (Specialized Transportation Program for Counties (85.21))

VEHICLE INVENTORY

6.a.1.a

County of **Ozaukee**

Instructions: Please provide your **entire** specialized transit vehicle inventory.
(Include all vehicles used to transport seniors or individuals with disabilities.)

Vehicle Type (Minivan, Medium Bus, etc.)	Model Year	Current Mileage	No. of Ambulatory / Wheelchair Positions (Ambulatory/Non-Ambulatory)	Funding Source (mark with X)				Place "X" in box to indicate if vehicle is leased to another party.
				5310	85.21	Trust	Other	
Sedan - Hybrid	2016	217,321	4AMB				X	X ☐
Sedan - Hybrid	2016	185,501	4AMB				X	X ☐
ADA Minivan	2016	124,784	3/1WC				X	X ☐
ADA minibus	2017	173,678	8am/6amb-2wc				X	X ☐
ADA minibus	2017	185,493	8am/6amb-2wc				X	X ☐
ADA minibus	2017	174,238	8am/6amb-2wc				X	X ☐
ADA minibus	2017	149,805	8am/6amb-2wc				X	X ☐
ADA Minivan	2017	139057	3/1wc				X	X ☐
Sedan - Hybrid	2017	149740	4 Amb				X	X ☐
Sedan - Hybrid	2017	145756	4 Amb				X	X ☐
ADA minibus	2017	140818	4A/2WC				X	X ☐
ADA minibus	2017	143256	4A/2WC				X	X ☐
ADA minibus	2018	142261	4A/2WC				X	X ☐
ADA minibus	2018	131758	4A/2WC				X	X ☐
ADA minibus	2018	88518	8am/6amb-2wc				X	X ☐
ADA minibus	2018	138215	8am/6amb-2wc				X	X ☐
Bariatric Van	2019	73184	6am/2am-2wc				X	X ☐
ADA minibus	2019	92713	8am/6amb-2wc				X	X ☐
Minivan	2019	46210	6 amb				X	X ☐
Minivan	2019	28673	6 amb				X	X ☐
Sedan - Hybrid	2021	10924	3 amb				X	X ☐
Sedan - Hybrid	2021	9376	3 amb				X	X ☐
Sedan - Hybrid	2021	42	3 amb				X	X ☐
Sedan - Hybrid	2021	32	3 amb				X	X ☐
Minivan	2021	61	6 amb				X	X ☐
ADA Minivan	2021	8	3/2WC				X	X ☐
ADA Minivan	2021	77	3/2WC				X	X ☐
								☐
								☐

If you have more vehicles than can fit onto one sheet, please add another copy of this sheet.

*Right click on the tab, select **Move or Copy**, select **Vehicle Inventory**, check the box to **Create a copy**, click **OK**.

Attachment: 11_OCTS_2023 85.21 Application Workbook (Specialized Transportation Program for Counties (85.21))

THIRD PARTY PROVIDERS

County of **Ozaukee**

Instructions: Please complete the table below for any existing or anticipated third party contracts for your specialized transportation services. Upload a copy of the lease or contract to a folder in the **Resources** tab.
(If there are no projects or vehicles that are contracted or leased out, please put **None** in the first gray box.)

[illegible]

If you have more vehicles than can fit onto one sheet, please add a copy of this sheet.

***Right click on tab, select **Move or Copy**, select **Vehicle Inventory**, check the box to **Create a copy**, click **OK**.**

TRUST FUND SPENDING PLAN

County of **Ozaukee**

Instructions: Please record your plan on how your county will spend down their trust fund over the next three years.
Be as specific as possible. Do NOT include 2022 purchases made with trust funds.

Expenditure Item <i>If non-vehicle capital purchase, please provide description on second page below.</i>	Planned year of purchase (YYYY)	Project Cost
Two (2) ADA Minibuses	2023	\$170,000.00
one (1) Bariatric Van	2024	\$68,000.00
Total projected cost of 3-year plan		\$ 238,000.00

Estimated amount of state aid to be held in trust on 12/31/2022	\$275,787.34
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Will auto calculate based on year entered above	Enter the amount of funds to be added for the next three years. If none, enter 0.	
Spending plan for 2023 = \$170,000.00	Funds added for 2023 =	Estimated balance on 12/31/23 = \$105,787.34
Spending plan for 2024 = \$68,000.00	Funds added for 2024 =	Estimated balance on 12/31/24 = \$37,787.34
Spending plan for 2025 = \$-	Funds added for 2025 =	Estimated balance on 12/31/25 = \$37,787.34

Date complete **11/10/2022**Prepared by *Joy Neilson-Loomis*

Narrative for non-vehicle equipment purchases. *Please explain why you are requesting WisDOT approval for an exception. If already received WisDOT approval, please list date approval received. (Hint: Use ALT and Enter to start a new paragraph.)

For additional space to complete your narrative, please scroll down to second page.

TRUST FUND SPENDING PLAN

Continued

County of **Ozaukee**

Narrative for non-vehicle equipment purchases continued.

(Hint: Use "ALT" and "Enter" to start a new paragraph.)

Attachment: 11_OCTS_2023 85.21 Application Workbook (Specialized Transportation Program for Counties (85.21))

PROJECT 1 DESCRIPTION

County of **Ozaukee**

Instructions

- Use this section to describe a specific project that will use s.85.21 funds.
- Hint: Alt and Enter will go to the next line.
- Be sure to complete all three pages for each project.

Project Name **Shared Ride Taxi Service**

Third Party Provider

Date contract last updated

Type of Service

(Place an "x" next to the type of service you will be providing for this project.)

Volunteer Driver

Voucher Program

Vehicle Purchase

Management Study

Planning Study

Brief description
of Study

Other (provide explanation)

Shared Ride Taxi with Specialized Transportation

General Project Summary (Provide a brief description of this project. Use ALT and Enter to start a new paragraph.)

Ozaukee County Transit Services Shared-Ride Taxi Service operates twenty-eight vehicle, which includes: thirteen wheelchair-accessible mini-buses, four wheelchair-accessible mini-vans, eight sedans, and three mini-vans. \$229,226 in 85.21 funds will go towards the Shared-Ride Taxi Service in 2023. Our Shared-Ride Taxi Service provides approximately 72,427 rides in 2021, of which 76% were elderly and/or disabled. The primary trip purpose for the Shared-Ride Taxi Services is employment at 55% and medical trips at 16%.

PROJECT DESCRIPTION, Continued

Geography of Service

(List the counties, as well as cities/areas that are serviced though this project. Use ALT and Enter to start a new line.)

Ozaukee County Shared Ride Taxi serves all municipalities within Ozaukee County. Connection service to Milwaukee County is provided at three locations along Brown Deer Road: Brown Deer Park and Ride in

Attachment: 11_OCTS_2023 85.21 Application Workbook (Specialized Transportation Program for Counties (85.21))

to Milwaukee County is provided at three locations along Brown Deer Road: Brown Deer Park and River Hills, Schroeder Drive in Brown Deer, and Alexian Village in Milwaukee. Drop-off service is provided to Washington County through the Washington Ozaukee Transit Connection.

Service Hours (Indicate your general hours of service for this project.)

	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
Start Time	8:00 am	5:00 am	5:00 am	5:00 am	5:00 am	5:00 am	8:30 am
End Time	6:00 pm	11:30 pm	11:30 pm	11:30 pm	11:30 pm	11:30 pm	10:00 pm

Additional description
(if applicable)

Service Requests (Briefly describe how your service is requested for this project.)

Riders request rides by calling dispatch during regular service hours. Riders can also setup subscription ride services as standing orders for ongoing appointments. Advanced reservation is required to guarantee service. Same day service is accommodated through available times. OCTS also sends out daily notification phone calls, where riders can cancel or accept their rides the next day, and confirm their pick-up times.

Passenger Eligibility (Briefly indicate passenger eligibility requirements for this project.)

Shared Ride Taxi service is open to the general public. Seniors and individuals with disabilities will be given priority placement on specialized service vehicles when reservations are made prior to 10 am the day before requested service.

Passenger Revenue (Briefly describe passenger revenue requirements for this project.)

Shared-Ride Taxi Service- passenger contributions are required on all trips as determined by the fare schedule. The following fare schedule will be used in 2023 for seniors and disabled passengers;

5.0 miles or less	\$2.50
5.1-10.0 miles	\$3.50
10.1 - 15.0 miles	\$4.25
15.1 - 20.0 miles	\$5.00
Over 20 miles	\$5.75
Cross-county surcharge	\$3.00

PROJECT BUDGET

Section Description	Amount
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Annual Expenditures

Enter the amount of **total** expenditures for this project.

Total Expenses **\$2,652,523**

*Please note: Breakdown of expenses is not required at this time. You will provide the breakdown of actual expenses in the **Annual Financial Report** that you will submit at the end of the calendar year.

Annual Revenue

Enter the amount for **each** funding source that will be used for this project.

**When complete, please scroll to bottom of this page to ensure the Expenditures minus Revenue equals \$0.*

A. \$85.21 funds from annual allocation	Total from A.	\$229,226
B. \$85.21 funds from trust fund	Total from B.	
C. County Match Funds	Total from C.	\$350,000
D. Passenger Revenue	Total from D.	\$477,300
E. Older American Act (OAA) funding	Total from E.	
F. \$5310 Operating or Mobility Management funds	Total from F.	
G. Other funds (Provide name and/or description and record total amount in the box to the right of the description. Include sources such as other grants and/or programs.)	Total from G.	\$1,595,997
1. WisDOT 85.20 - Shared Ride Taxi Operations	Total	\$909,145
2. FTA 5307 Preventative Maintenance	Total	\$45,840
3. FTA 5307 ARPA	Total	\$543,351
4. Washington County - funding for shared Transit staff	Total	\$97,661
5.	Total	
6.	Total	

Revenue Total **\$2,652,523**

Expenditures should equal revenue **\$0**

PROJECT 2 DESCRIPTION

County of **Ozaukee**

Instructions

- Use this section to describe a specific project that will use s.85.21 funds.
- Hint: Alt and Enter will go to the next line.
- Be sure to complete all three pages for each project.

Project Name **Veterans Out of County Transportation**

Third Party Provider

Date contract last updated

Type of Service

(Place an "x" next to the type of service you will be providing for this project.)

Volunteer Driver		Voucher Program	x
Vehicle Purchase		Management Study	
Planning Study		Brief description of Study	
Other (provide explanation)			

General Project Summary (Provide a brief description of this project. Use ALT and Enter to start a new paragraph.)

Veterans Services Department contracts out rides to Lifestar on a per ride basis. Lifestar utilizes handicap accessible vans operated by paid drivers for wheel chair passengers only.

PROJECT DESCRIPTION, Continued

Geography of Service

(List the counties, as well as cities/areas that are serviced through this project. Use ALT and Enter to start a new line.)

Service is available from all addresses in Ozaukee County to the VA Medical Center in Milwaukee County

Service Hours (Indicate your general hours of service for this project.)

	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
Start Time	7:45 am	7:45 am	7:45 am	7:45 am	7:45 am	7:45 am	7:45 am
End Time	5:00 pm	5:00 pm	5:00 pm	5:00 pm	5:00 pm	5:00 pm	5:00 pm

Additional description
(if applicable)**Service Requests** (Briefly describe how your service is requested for this project.)

Reservations are made at least 24 hours in advance by contacting Veterans Services.

Passenger Eligibility (Briefly indicate passenger eligibility requirements for this project.)

Non-ambulatory Veterans

Passenger Revenue (Briefly describe passenger revenue requirements for this project.)

\$10 per ride

PROJECT BUDGET

Section Description	Amount
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Annual ExpendituresEnter the amount of **total** expenditures for this project.Total Expenses **\$5,000**

*Please note: Breakdown of expenses is not required at this time. You will provide the breakdown of actual expenses in the **Annual Financial Report** that you will submit at the end of the calendar year.

Annual Revenue

Enter the amount for **each** funding source that will be used for this project.

**When complete, please scroll to bottom of this page to ensure the Expenditures minus Revenue equals \$0.*

A. \$85.21 funds from annual allocation	Total from A.	\$5,000
B. \$85.21 funds from trust fund	Total from B.	
C. County Match Funds	Total from C.	
D. Passenger Revenue	Total from D.	
E. Older American Act (OAA) funding	Total from E.	
F. \$5310 Operating or Mobility Management funds	Total from F.	
G. Other funds	Total from G.	\$0

(Provide name and/or description and record total amount in the box to the right of the description. Include sources such as other grants and/or programs.)

1.		Total	
2.		Total	
3.		Total	
4.		Total	
5.		Total	
6.		Total	

Revenue Total \$5,000

Expenditures should equal revenue

\$0

PROJECT 3 DESCRIPTION

County of **Ozaukee****Instructions**

- Use this section to describe a specific project that will use s.85.21 funds.
- Hint: Alt and Enter will go to the next line.
- Be sure to complete all three pages for each project.

Project Name **ADRC and Aging Services Voucher Program**Third Party Provider **Ozaukee County Shared Ride Taxi**

Date contract last updated

Type of Service (Place an "x" next to the type of service you will be providing for this project.)

Volunteer Driver		Voucher Program	x
Vehicle Purchase		Management Study	
Planning Study		Brief description of Study	
Other (provide explanation)	Transportation to meal sites, medical appointments, social activities, and grocery shopping		

General Project Summary (Provide a brief description of this project. Use ALT and Enter to start a new paragraph.)

The ADRC of Ozaukee County will purchases taxi vouchers to distribute to elderly and disabled clients to utilize the Shared-Ride Taxi Service to reach Ozaukee County congregate meal sites, attend medical appointments, attend social activities, and complete grocery shopping to obtain food.

PROJECT DESCRIPTION, Continued**Geography of Service**

(List the counties, as well as cities/areas that are serviced though this project. Use ALT and Enter to start a new line.)

Ozaukee County Shared Ride Taxi serves all municipalities within Ozaukee County. Connection service to Milwaukee County is provided at three locations along Brown Deer Road: Brown Deer Park and Ride in

to Milwaukee County is provided at three locations along Brown Deer Road: Brown Deer Park and River Hills, Schroeder Drive in Brown Deer, and Alexian Village in Milwaukee.

Service Hours (Indicate your general hours of service for this project.)

	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
Start Time	8:00 am	5:00 am	5:00 am	5:00 am	5:00 am	5:00 am	8:30 am
End Time	6:00 pm	11:30 pm	11:30 pm	11:30 pm	11:30 pm	11:30 pm	10:00 pm

Additional description
(if applicable)

Service Requests (Briefly describe how your service is requested for this project.)

Adults with disabilities and seniors contact the ADRC, and the ADRC distributes vouchers to eligible callers to use the Shared-Ride Taxi to reach Ozaukee County congregate meal sites, attend medical appointments, attend social activities, or go grocery shopping to obtain food

Passenger Eligibility (Briefly indicate passenger eligibility requirements for this project.)

Seniors over age 60 and disabled adults age 18 years or older who need transportation to reach an Ozaukee County congregate meal site, attend medical appointments, attend social activities, or go grocery shopping to obtain food.

Passenger Revenue (Briefly describe passenger revenue requirements for this project.)

No passenger revenue collected

PROJECT BUDGET

Section Description	Amount
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Annual Expenditures

Enter the amount of **total** expenditures for this project.

Total Expenses **\$7,200**

*Please note: Breakdown of expenses is not required at this time. You will provide the breakdown of actual expenses in the **Annual Financial Report** that you will submit at the end of the calendar year.

Annual Revenue

Enter the amount for **each** funding source that will be used for this project.

**When complete, please scroll to bottom of this page to ensure the Expenditures minus Revenue equals \$0.*

A. \$85.21 funds from annual allocation	Total from A.	\$7,200
B. \$85.21 funds from trust fund	Total from B.	
C. County Match Funds	Total from C.	
D. Passenger Revenue	Total from D.	
E. Older American Act (OAA) funding	Total from E.	
F. \$5310 Operating or Mobility Management funds	Total from F.	
G. Other funds (Provide name and/or description and record total amount in the box to the right of the description. Include sources such as other grants and/or programs.)	Total from G.	\$0
1.	Total	
2.	Total	
3.	Total	
4.	Total	
5.	Total	
6.	Total	

Revenue Total

Expenditures should equal revenue

PROJECT 4 DESCRIPTION

County of **Ozaukee****Instructions**

- Use this section to describe a specific project that will use s.85.21 funds.
- Hint: Alt and Enter will go to the next line.
- Be sure to complete all three pages for each project.

Project Name **Interfaith Ozaukee Shared-Ride Taxi Voucher Fund**Third Party Provider **Ozaukee Shared Ride Taxi**

Date contract last updated

Type of Service (Place an "x" next to the type of service you will be providing for this project.)

Volunteer Driver		Voucher Program	x
Vehicle Purchase		Management Study	
Planning Study		Brief description of Study	
Other (provide explanation)			

General Project Summary (Provide a brief description of this project. Use ALT and Enter to start a new paragraph.)

Interfaith Caregivers of Ozaukee County will maintain a Shared-Ride Taxi voucher fund for Ozaukee County seniors and disabled individuals of all ages, as a short-term transportation option for accessing essential errands and reducing social isolation. This voucher fund will be used by program staff to arrange a Shared-Ride Taxi appointment on individuals' behalf in the event that volunteer or other transportation cannot be secured, and/or as a backup option to help prevent these at-risk populations from becoming stranded or cut-off indefinitely due to an inability to pay for accessible transportation.

PROJECT DESCRIPTION, Continued

Geography of Service

(List the counties, as well as cities/areas that are serviced through this project. Use ALT and Enter to start a new line.)

Ozaukee County Shared Ride Taxi serves all municipalities within Ozaukee County. Connection service to Milwaukee County is provided at three locations along Brown Deer Road: Brown Deer Park and Ride in

to Milwaukee County is provided at three locations along Brown Deer Road: Brown Deer Park and River Hills, Schroeder Drive in Brown Deer, and Alexian Village in Milwaukee.

Service Hours (Indicate your general hours of service for this project.)

	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
Start Time	8:00 am	5:00 am	5:00 am	5:00 am	5:00 am	5:00 am	8:30 am
End Time	6:00 pm	11:30 pm	11:30 pm	11:30 pm	11:30 pm	11:30 pm	10:00 pm

Additional description
(if applicable)

Service Requests (Briefly describe how your service is requested for this project.)

All requests must be made to ICO staff by phone at least 2 business days in advance and are subject to the availability of the Shared Ride Taxi. Approved clients are asked to follow the volunteer transportation program process timelines.

Attempts to accommodate requests made less than 2 business days in advance will be made, including same-day, if necessary to ensure the safety or well-being of a resident.

Passenger Eligibility (Briefly indicate passenger eligibility requirements for this project.)

Must be an Ozaukee County resident, AND a senior aged at least 60 OR a disabled individual of any age. Eligible passengers include one accompanying caretaker/guardian/chaperone.

Eligible passengers may request up to 6 one-way trips (3 round trips) per year, based upon availability of funds. Additional trips may be accommodated, consistent with the purpose of the program and subject to the requirements of the 85.21 funds.

Passenger Revenue (Briefly describe passenger revenue requirements for this project.)

No passenger revenue collected

PROJECT BUDGET

Section Description	Amount
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Annual Expenditures

Enter the amount of **total** expenditures for this project.

Total Expenses **\$3,000**

*Please note: Breakdown of expenses is not required at this time. You will provide the breakdown of actual expenses in the **Annual Financial Report** that you will submit at the end of the calendar year.

Annual Revenue

Enter the amount for **each** funding source that will be used for this project.

**When complete, please scroll to bottom of this page to ensure the Expenditures minus Revenue equals \$0.*

A. \$85.21 funds from annual allocation	Total from A.	\$3,000
B. \$85.21 funds from trust fund	Total from B.	
C. County Match Funds	Total from C.	
D. Passenger Revenue	Total from D.	
E. Older American Act (OAA) funding	Total from E.	
F. \$5310 Operating or Mobility Management funds	Total from F.	
G. Other funds	Total from G.	\$0

(Provide name and/or description and record total amount in the box to the right of the description. Include sources such as other grants and/or programs.)

1.		Total	
2.		Total	
3.		Total	
4.		Total	
5.		Total	
6.		Total	

Revenue Total **\$3,000**

Expenditures should equal revenue

\$0

COUNTY ELDERLY TRANSPORTATION 2023 PROJECT BUDGET SUMMARY

6.a.1.a

County of

Ozaukee

Project Name

Shared Ride Taxi Service	Veterans Out of County Transportation	ADRC and Aging Services Voucher Program	Interfaith Ozaukee Shared-Ride Taxi Voucher Fund	0	0	0	0	Totals
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Project Expenses

Total Project Expenses	\$2,652,523.00	\$5,000.00	\$7,200.00	\$3,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$2,667,723.00
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Project Revenue by Funding Source

\$85.21 Annual Allocation	\$229,226.00	\$5,000.00	\$7,200.00	\$3,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$244,426.00
\$85.21 Trust Fund	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
County funds	\$350,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$350,000.00
Passenger Revenue	\$477,300.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$477,300.00
Older American Act (OAA)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
\$5310 grant funds	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Total from other funds	\$1,595,997.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,595,997.00
1.	\$909,145.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$909,145.00
2.	\$45,840.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$45,840.00
3.	\$543,351.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$543,351.00
4.	\$97,661.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$97,661.00
5.	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
6.	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00

Expenses - revenue =	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
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Attachment: 11_OCTS_2023 85.21 Application Workbook (Specialized Transportation Program for

Public Works Committee

AGENDA INFORMATION SHEET

AGENDA DATE: November 17, 2022
DEPARTMENT: Highway
DIRECTOR: Jon Edgren
PREPARER: Jon Edgren

Agenda Summary CTH D Angled Parking Pending Dedication of Right-of-Way

BACKGROUND INFORMATION: At the August 11th, 2022, Public Works Committee (PWC) meeting, the PWC discussed angled parking along the southside of CTH D, east of Lake Church Road, per the request of Mr. Dave Maiman, owner of Lake Church Inn. The proposed parking would be in front of a private residence at 6098 Lake Church Road, owned by Dan Majewski, and across the street from the Lake Church Inn, 688-690 CTH D.

The PWC approved angled parking east of Mr. Majewski's driveway pending dedication of 4-feet of right-of-way (ROW) and acceptance of maintenance responsibilities by the Town of Belgium, which they accepted on Tuesday, September 6th.

In mid-October, I followed up with Mr. Maiman to obtain an update on the status of the ROW dedication. He stated that he needed to come back to the PWC, because he no longer had interest in dedicating ROW west of Mr. Majewski's driveway.

ANALYSIS: I oppose this request in the interest of maintaining an orderly land division system.

Trying to properly locate ROW versus private property is a common issue, and the attempt to carve out a section of ROW to create non-linear ROW lines will cause issues in the future and/or require surveyors when discrepancies arise.

We've already altered standard surveying practices by creating a 37-foot ROW from the centerline of CTH D, and I believe that creating a "bump out" of the ROW along the property line is going to cause confusion and future locating issues.

FISCAL IMPACT: N/A **FUNDING SOURCE:** N/A

RECOMMENDED MOTION: Deny request for an altered right-of-way dedication per the original agreement.

RESOLUTION NO. (ID # 9034)

DESIGNATING CONCESSIONAIRE(S) TO UTILIZE COUNTY FACILITIES AT
FAIRGROUNDS

WHEREAS, the County Board has allocated approximately \$6M to upgrade the County Fairgrounds including two new year round buildings, the Exposition Center and Pavilion; and

WHEREAS, the County Board has authorized a sales and marketing position, also referred to as an economic development and tourism agent, for the purposes and goals of increasing tourism and employment opportunities in Ozaukee County and supplementing the tax base by securing additional funds for the maintenance of the Exposition Center and Pavilion all for the benefit and welfare of Ozaukee County citizens; and

WHEREAS, the Fairgrounds buildings and grounds have excess capacity designed for leasing when they are not in use by the County Fair, Ozaukee 4-H, Milwaukee Curling Club and other user groups; and

WHEREAS, §125.26(2x) and §125.51(3)(bx), Wis. Stats. authorizes Class “B” fermented malt beverage licensees to provide fermented malt beverages, including its retail sale, and “Class B” intoxicating liquor licensees to provide intoxicating liquor, including its retail sale, at specific locations within the Ozaukee County fairgrounds for consumption at these locations during special events held at the fairgrounds; and

WHEREAS, the approved concessionaires with a “Class B” intoxicating liquor license and/or Class “B” fermented malt beverage license for sanctioned events will help strengthen the county’s ability to lease excess capacity at the facilities and provide and assure a quality vendor supporting and facilitating building use.

NOW, THEREFORE, BE IT RESOLVED that the Ozaukee County Board of Supervisors, upon the recommendation of its Public Works Committee hereby name Shully's Catering and Boot Q n' Boogie, each licensed premises in Ozaukee County, as an additional designated concessionaires for the Ozaukee County Fairgrounds until further resolution is made changing the designated status:

FURTHER RESOLVED, that the bar providers shall maintain their Class “B” fermented malt beverage license and/or “Class B” liquor license(s) for as long as they remain designated concessionaires for the Ozaukee County Fairgrounds.

Dated at Port Washington, Wisconsin, this 7th day of September 2022.

SUMMARY: To approve fermented malt beverage and intoxicating liquor licensees with licensed premises in Ozaukee County to operate at designated locations at the Ozaukee County fairgrounds as authorized by relevant Wisconsin Statute.

VOTE REQUIRED: Majority

PUBLIC WORKS COMMITTEE

Public Works Committee
AGENDA INFORMATION SHEET

AGENDA DATE:	November 17, 2022
DEPARTMENT:	Administrator
DIRECTOR:	Jason Dzwinel
PREPARER:	Jason Dzwinel

Agenda Summary Designating Concessionaire(s) to Utilize County Facilities at Fairgrounds

BACKGROUND INFORMATION: Wisconsin Statutes §125.26(2x) and §125.51(3)(bx), Wis. Stats. authorizes Class “B” fermented malt beverage licensees to provide fermented malt beverages, including its retail sale, and “Class B” intoxicating liquor licensees to provide intoxicating liquor, including its retail sale, at specific locations within the Ozaukee County fairgrounds for consumption at these locations during special events held at the fairgrounds.

ANALYSIS: The resolution designates Shully's Catering and Boots Q 'n Boogie as an additional bar provider at the Fairgrounds per Wisconsin Statutes §125.26(2x) and §125.51(3)(bx),

FISCAL IMPACT: None

FUNDING SOURCE: N/A

RECOMMENDED MOTION: Staff respectfully requests that the Public Works Committee approve the resolution designating bar providers at the Fairgrounds.

PUBLIC WORKS COMMITTEE

Public Works Committee

AGENDA INFORMATION SHEET

AGENDA DATE: November 17, 2022
DEPARTMENT: Facilities Management
DIRECTOR: Jon Edgren
PREPARER: Jon Edgren

Agenda Summary Facilities Snow Equipment Purchase

BACKGROUND INFORMATION: Historically, Facilities Management for the Justice Center, Administration Center, and Transit Services have contracted for the snow removal of the parking lots to an outside vendor. In 2020, the Public Works Committee (PWC) approved a contract with Serenity Farms Landscaping, Inc.

Serenity Farms performed well for us over the last couple years, but due to staffing issues, they notified us in late October that they will no longer be able to provide plowing services for the 2022/2023 winter season.

Ryan Tackes, Justice Center's Building Superintendent sought other contractors, but due to staffing shortages, we could only get one quote from Birchwood Snow & Landscape Contractors. However, after meeting with Public Works Director Jon Edgren and Administration Center Building Superintendent Joe Hicks, we agreed that bringing the snow plowing services in-house would provide Ozaukee County with the best service at an economical price.

The Facilities Department will be able to provide in-house snow plow services utilizing a Highway Department Wheel Loader and One-Ton Truck with two (2) snow plow equipment purchases. The required equipment purchases are a 12-ft Loader Snow Pusher for the Wheel Loader and a Boss Snow Plow for the One-Ton Truck.

Three (3) quotes (attached) were received for the 12-ft Loader Snow Pushers with a variety of features. The purchase price is greatly reflected by the features.

1.) Casper's Equipment	Pro Tech Rubber Edge Pusher	\$6,499*
2.) Schoessow Equipment	Boss 12-ft Snow Pusher	\$9,200
3.) Miller-Bradford & Risberg, Inc.	Artic 12-ft Sectional Snow Pusher	\$18,500

***Recommended purchase.**

Two (2) quotes (attached) were received for two (2) options for a Boss Plow, including Installation, on the One-Ton Truck.

1.) 5 Corners Dodge	Boss Steel Vxt Plow	\$8,870.12
	Boss Poly Vxt Plow	\$9,117.44
2.) Shoessow Equipment	Boss Steel Vxt Plow	\$9,380.00

Boss Poly Vxt Plow \$9,530.00****Recommended purchase.**

ANALYSIS: After reviewing the quotes and based upon discussions with staff, our recommendation is to Purchase the following:

Pro Tech 12-ft Loader Snow Pusher from Casper's Equipment for \$6,499

Boss Poly Snow Plow from Schoessow's Equipment for \$9,530

The Pro Tech 12-ft Loader Snow Pusher meets our needs for parking lots without additional features, and is the low-cost option. The Boss Poly Snow Plow performs better than the steel option, and we're recommending Schoessow Equipment for the installation based upon research and reviews of their quality workmanship.

Fiscal Impact:

Balance Current Year: \$16,029

Next Year's Estimated Cost: --

Funding Source:

County Levy: X

Non-County Levy: --

Recommended Motion: Authorize purchase of the Facilities Snow Equipment purchase as recommended.

ATTACHMENTS:

- PWC - Facilities Snow Equip Quotes (PDF)

**Appleton**

700 Randolph Drive
Appleton, WI 54913
Phone: (920) 687-1111
Fax: (920) 687-1122

Milwaukee

12655 W. Silver Spring Rd
Butler, WI 53007
Phone: (262) 544-5404
Fax: (800) 261-0383

8.a.2.a

Account: Ozaukee County Facilities
Name: Ryan Tackes
Address: 1202 S Spring Street
Port Washington, WI 53074

Date: 10-28-2022
Email: rtackes@co.ozaukee.wi.us
Phone: (262) 284-8399
Note: _____

**** Sales Quotation ******1. ProTech Snow Pushers**

- | | |
|---|-------------------|
| A. SP12L 12' Loader Rubber Edge Pusher Furnish Only Casper's Butler | Total: \$6,499.00 |
| B. SP14L 14' Loader Rubber Edge Pusher Furnish Only Casper's Butler | Total: \$6,999.00 |

Attachment: PWC - Facilities Snow Equip Quotes (Facilities Snow Equip)

All Sales Tax and FET Tax will be addedSubmitted by: **Tony Myslicki**

Quote firm 30 days

Terms: [Click here to enter text.](#)**Unless previously arranged, for quotes in excess of \$5,000.00 Casper's requests 25% payment upon approval / purchase order.**

By signing below, I agree that I have read, understood, and will comply with the terms of this quote.

Quote accepted by: _____

Title: _____ Date Accepted: _____ PO# _____

Thank You for the opportunity to submit our quote for your consideration



Corporate Office:
W250 N6851 Hwy 164
P.O. Box 904
Sussex, WI 53089

Sussex, WI 1-800-242-3115	DeForest, WI 1-800-585-7219	De Pere, WI 1-800-638-7448	Negaunee, MI 1-800-562-9770
Eau Claire, WI 1-800-585-7232	Marathon, WI 1-888-886-4410	Rockford, IL 1-800-585-7231	

Distributors of Equipment and Supplies for ■ Construction ■ Forestry ■ Industry ■ Government

TO: OZAUKEE CTY FAIR GROUNDS

DATE: 10.28.2022

REFERENCE: MBR SNOW PUSH QUOTE

WE SUBMIT THE FOLLOWING PROPOSAL:

QUANTITY	DESCRIPTION	AMOUNT
1	NEW ARCTIC 14 FOOT CHAIN ON SECTIONAL SNOW PUSH	
	SALES PRICE.....	\$19,386.00
1	NEW ARCTIC 12' FOOT CHAIN ON SECTIONAL SNOW PUSH	
	SALE PRICE.....	\$18,500.00

TERMS: NET DUE UPON RECEIPT OF INVOICE

F.O.B.: SUSSEX, WISCONSIN

DELIVERY: 2-3 WEEKS

WE THANK YOU FOR THE OPPORTUNITY TO QUOTE ON THIS EQUIPMENT

Miller-Bradford & Risberg, Inc.

SIGNED

JAMESON SADOWSKE

Attachment: PWC - Facilities Snow Equip Quotes (Facilities Snow Equip)

Jon Edgren

From: Kurt Schoessow <schoessowequipmentservicesllc@gmail.com>
Sent: Friday, November 4, 2022 10:11 AM
To: Ryan Tackes
Subject: Re: Quote

Ozaukee Justice Center, Ryan Tackes.

Hi Ryan, here are some quotes on the 9'2" V-XT steal and poly.

9'2" V-XT Steal Plow and Truck side \$7980.00

Install \$ 950.00

Total \$8930.00

Rubber Snow Deflector \$ 300.00

Install \$ 150.00

Deflector and install \$450.00

Total V-XT Steal plow, truck side, snow deflector and installation \$9380.00

9'2" V-XT Poly Plow and Truck side \$8130.00

Install \$ 950.00

Total \$9080.00

Rubber V-plow snow deflector \$ 300.00

Install \$ 150.00

Deflector and Install \$ 450.00

Total Poly V-XT, Truck Side, snow deflector and Installation \$9530.00

12' Box Plow with trip edge and floating wings, and fork bucket mounts. \$8700.00

Assembly \$ 500.00

Total Plow and Assembly \$9200.00

Prices are subject to change without notice do to manufacturer changes.

All products are currently available. but limited supply on the box plow.

Thanks for the opportunity to give a quote.

Schoessow Equipment Services LLC

414-807-4237

On Wed, Nov 2, 2022 at 12:29 PM Ryan Tackes <rtackes@co.ozaukee.wi.us> wrote:

Hi Kurt,

It's been a hectic week, sorry for the delay in getting you the correct vehicle information. I took a picture of the door jam vehicle tag. Good thing I went and got the information myself, because the information I initially received was incorrect.

I apologize for the inconvenience.

Attachment: PWC - Facilities Snow Equip Quotes (Facilities Snow Equip)



Service & Parts Hours:
Mon., Tue., Thur., & Fri.: 7:30AM-5:30PM
Wed.: 7:30AM-8:00PM
Sat.: 8:00AM-4:00PM
Parts Fax Number: (262) 375-1245

5 Corners Dodge, Inc.
DBA 5 Corners Dodge Chrysler
1292 Washington Avenue
Cedarburg, WI 53012
(262) 375-3900
www.5cornersdodgechryslerjeep.com

8.a.2.a

INVOICE NO. 002156	CUSTOMER NO.	R0	P.O. #	CUSTOMER NAME OZAUKEE COUNTY JUSTICE CENTER	DATE 10/26/22
2015 FORD F450				1201 S SPRING ST PORT WASHINGTON WI 53074 H: (262) 284-9411 C: () -	THANK YOU
Customer Quote					

SPO	(1)	1	NMP-BOSSPLOW	9'2" XT STEEL	9065.00	7490.00	7490.00
108B	(1)	1	NMP-MS9993	ADAPTOR	90.60	90.60	90.60
PLW	(1)	1	NMP-MS01565	SNOW DEFLECTOR	332.80	299.52	299.52
SPO	(1)	1	LABOR	INSTALL	990.00	990.00	990.00
SPO	(1)	1	NMP-BOSSPLOW	9'2" XT POLY	9361.00	7737.32	7737.32



Thank you for your business and
please see us for all your tire, Boss and
Sno-Way plow needs!

Counterman 80 Quoted: 11/07/2022 15:27:25

DISCLAIMER OF WARRANTIES

The dealer is not a party to any Manufacturer's warranty on parts or service contained herein. THE DEALER HEREBY EXPRESSLY DISCLAIMS ALL WARRANTIES, EXPRESSED OR IMPLIED, INCLUDING ANY IMPLIED WARRANTY OF MERCHANTABILITY OR FITNESS FOR A PARTICULAR PURPOSE WITH RESPECT TO ANY PARTS, LABOR OR DIAGNOSTIC SERVICES FURNISHED UNDER THIS ORDER. Payment is due within 30 days of the billing date. A 1% per month, (12% per annum) late payment penalty will be assessed on any unpaid balance after 30 days.

NO RETURNS ON ELECTRICAL OR SPECIAL ORDER PARTS. NO RETURNS WITHOUT THIS INVOICE OR AFTER 10 DAYS. 35% RESTOCKING CHARGE ON ALL RETURNS. DEPOSITS PLACED ON SPECIAL ORDER PARTS ARE NOT CREDITED TOWARD THE PURCHASE IF PARTS ARE NOT CLAIMED WITHIN 30 DAYS.

Parts 16607.44
State Tax .00

Quote Total 16607.44

002156

Customer Quote

PARTS INVOICE

Packet Pg. 33

Attachment: PWC - Facilities Snow Equip Quotes (Facilities Snow Equip)

Public Works Committee**AGENDA INFORMATION SHEET**

AGENDA DATE: November 17, 2022
DEPARTMENT: Facilities Management
DIRECTOR: Jon Edgren
PREPARER: Jon Edgren

Agenda Summary Facilities Financial Report

ATTACHMENTS:

- Facilities Financials - Nov 2022 (PDF)

Ozaukee County Committee Report
General Fund Facilities Management
 For the Ten Months Ending Monday, October 31, 2022
 Profit and Loss Statement ACTUAL TO AMENDED BUDGET

	Current Month Actual	2022 YTD Actual	2022 Amended Budget	Budget Balance	% Budget YTD
Revenues					
Interdepartmental Charges	\$4,624	\$46,238	\$56,986	\$10,748	81.14%
Other Revenue	-	\$201	-	(\$201)	0.00%
Total Revenues	\$4,624	\$46,439	\$56,986	\$10,547	81.49%
Expenditures					
Salaries	\$47,155	\$480,092	\$581,355	\$101,263	82.58%
Fringe Benefits	\$17,517	\$169,503	\$181,362	\$11,859	93.46%
Travel/Training	-	-	\$100	\$100	0.00%
Supplies	\$3,628	\$57,678	\$101,795	\$44,117	56.66%
Purchased Services	\$25,450	\$328,488	\$427,124	\$98,636	76.91%
Interdepartment Charges	\$1,703	\$22,480	\$42,946	\$20,466	52.34%
Other Expenses	-	\$3,011	\$3,020	\$9	99.70%
Total Operating Expenditures	\$95,453	\$1,061,252	\$1,337,702	\$276,450	79.33%
Capital Outlay					
Total Expenditures	\$95,453	\$1,061,252	\$1,337,702	\$276,450	79.33%
Net Increase (Decrease)	(\$90,829)	(\$1,014,813)	(\$1,280,716)	(\$265,903)	79.24%

Equity:

Attachment: Facilities Financials - Nov 2022 (Facilities Financials - Nov 2022)

Ozaukee County Committee Report

Special Revenue Fund Fair Grounds

For the Ten Months Ending Monday, October 31, 2022

Profit and Loss Statement ACTUAL TO AMENDED BUDGET

	Current Month Actual	2022 YTD Actual	2022 Amended Budget	Budget Balance	% Budget YTD
Revenues					
Taxes	\$9,918	\$99,181	\$119,017	\$19,836	83.33%
Public Charges for Services	\$12,047	\$158,402	\$206,150	\$47,748	76.84%
Interest Revenue	-	\$4,012	-	(\$4,012)	0.00%
Other Revenue	-	-	\$3,000	\$3,000	0.00%
Total Revenues	\$21,965	\$261,595	\$328,167	\$66,572	79.71%
Expenditures					
Salaries	\$1,470	\$15,814	\$69,096	\$53,282	22.89%
Fringe Benefits	\$125	\$1,345	\$23,745	\$22,400	5.66%
Travel/Training	\$380	\$887	\$500	(\$387)	177.40%
Supplies	\$2,956	\$15,924	\$24,375	\$8,451	65.33%
Purchased Services	\$13,333	\$161,140	\$196,299	\$35,159	82.09%
Interdepartment Charges	\$284	\$11,881	\$7,900	(\$3,981)	150.39%
Other Expenses	-	\$6,055	\$6,250	\$195	96.88%
Total Operating Expenditures	\$18,548	\$213,046	\$328,165	\$115,119	64.92%
Capital Outlay					
Total Expenditures	\$18,548	\$213,046	\$328,165	\$115,119	64.92%
					2427450
Net Increase (Decrease)	\$3,417	\$48,549	\$2	(\$48,547)	.00%
<i>Equity:</i>					
Governmental Fund Balance	-	(\$178,308)	-	\$178,308	0.00%

Public Works Committee

AGENDA INFORMATION SHEET

AGENDA DATE: November 17, 2022
DEPARTMENT: Transit
DIRECTOR: Jon Edgren
PREPARER: Joy Neilson

Agenda Summary 2023 Contract Awards for Shared Ride Taxi and Express Bus Service

BACKGROUND INFORMATION: Ozaukee County is required to put out a Request for Proposals to operate the Shared Ride Taxi service and Commuter Bus service every five years. Ozaukee County received two proposals: one for Shared Ride Taxi services only from Specialized Transport Services, and one for Shared Ride Taxi and Commuter Bus services from Riteway Bus Service, Inc. d.b.a. GoRiteway.

The proposals were evaluated by a committee. Both respondents were considered responsive and responsible, and are eligible for contracts with federal grant support. Technical proposals were scored prior to the cost proposals being opened. GoRiteway had a higher score on the technical proposal. However, Specialized Transport Services had a lower cost for the Shared Ride Taxi. The overall scores for Shared Ride Taxi were: STS - 91/100, GoRiteway - 90/100. The overall score for joint services were: STS - 76/100, GoRiteway - 92/100.

This Committee is being given the option of awarding a contract for Shared Ride Taxi services only to STS or a contract for both Shared Ride Taxi and Commuter Bus to GoRiteway. While the RFP had given the option to Ozaukee County to award two contracts, both proposals assumed use of the Ozaukee County Transit Center. Furthermore, the proposed cost for the Commuter Bus services came in much higher than expected. While the hourly rate is still reasonable, Transit Services wanted to ensure the estimated cost per ride was still within the range Ozaukee County considers acceptable.

ANALYSIS: Both proposals increase the Shared Ride Taxi hourly rate above what would have been expected with a scheduled CPI increase of 9.1% (CPI-U June 2022). The full contract cost of \$1,853,964 for Shared Ride Taxi service is an increase of \$269,304 for 2023. The increase will have no impact on the 2023 County Levy due to the use of COVID Relief funds. The estimated total County Levy and COVID Relief fund share is \$314,935.

The proposed hourly rate for the Commuter Bus is 7% higher than the contracted rate for 2022. The reduction of contract hours and increase of fares to \$5 will mean an overall savings in the Commuter Bus program of \$472,006 from the 2022 contract. However, at max capacity (25 passengers per bus, 7 runs per day), the lowest possible cost per ride is \$33.67. The cost per ride based on current ridership is estimated to be \$47.27 in 2023.

The full contract cost for Shared Ride Taxi and Commuter Bus services is \$2,476,710. The contract for the Shared Ride Taxi increases by \$349,860 from 2022 with the GoRiteway proposal, while the Commuter Bus contract costs decrease by \$472,006. The net savings is

\$122,146 from 2022 contracts. The estimated total County Levy and COVID Relief fund share is \$443,836.

The Bottom Line

The Ozaukee County Public Works Committee can choose to enter into a contract for Shared Ride Taxi only service or a contract for both Shared Ride Taxi and Commuter Bus services. Both contracts reduce the overall Transit budget due to the planned reduction of contracted hours for the Commuter Bus. Transit will not need an increase in County levy in 2023 or 2024 in either scenario because of available funding through CRRSAA and ARPA.

FISCAL IMPACT:

Balance Current Year: 0

Next Year's Estimated Cost:

\$1,853,964 SRT Only

\$2,476,710 SRT and CB

FUNDING SOURCE:

County Levy: \$250,000

Non-County Levy:

SRT only: \$1,603,964

SRT and CB: \$2,226,710

Sources of Non-County Levy Funds: fare revenue, WisDOT 85.20 grants, WisDOT 85.21 grants, FTA 5307 formula funds, FTA 5307 CRRSAA and ARPA

RECOMMENDED MOTION: Award a contract to continue Transit services in 2023. Shared Ride Contract award _____. Commuter Bus award _____.

ATTACHMENTS:

- 11_OCTS2217 Cost Proposal Evaluation (PDF)

Contract Structure Comparisons

Existing Contracts

Ozaukee County Current	Rate	Hours 2023	Annual Cost	Est. Fare	County Total + COVID Relief	Est. Net Cost per Ride
SRT - Service Only	\$ 26.95	58800	\$ 1,584,660.00	\$ 448,112.00	\$ 151,888.24	\$ 21.69
CB - Turnkey	\$ 163.58	6200	\$ 1,014,196.00	\$ 27,988.80	\$ 374,758.74	\$ 90.03
Totals			\$ 2,598,856.00	\$ 476,100.80	\$ 526,646.98	

WashCo Current	Rate	Hours	Annual Cost
SRT - Service & Maintenance	\$ 32.70	63000	\$ 2,060,100.00
Vehicles			\$ 275,000.00
CB - Turnkey	\$ 211.60	6120	\$ 1,294,992.00
Totals			\$ 3,630,092.00

Cost Proposal Comparison

SRT Only -STS	Rate	Hours	Annual Cost	Est. Fare	Est. County + COVID Relief	Increase from 2022	Est. Net Cost per ride
SRT - Service Only	\$ 31.53	58800	\$ 1,853,964.00	\$ 491,625.00	\$ 314,935.60	\$ 269,304.00	\$ 24.33
Bus	\$ -	0	\$ -		\$ -	\$ (1,014,196.00)	
Totals			\$ 1,853,964.00	\$ 491,625.00	\$ 314,935.60	\$ (744,892.00)	

SRT & CB - GoRiteway	Rate	Hours	Annual Cost	Est. Fare	Est. County + COVID Relief	Difference from 2022	Est. Net Cost Per Ride
SRT - Service Only	\$ 32.90	58800	\$ 1,934,520.00	\$ 491,625.00	\$ 347,158.00	\$ 349,860.00	\$ 25.27
CB - Turnkey (FTA 80%)	\$ 174.90	3100	\$ 542,190.00	\$ 58,800.00	\$ 96,678.00	\$ (472,006.00)	\$ 47.27
Totals			\$ 2,476,710.00	\$ 550,425.00	\$ 443,836.00	\$ (122,146.00)	

SRT Only - GoRiteway	Rate	Hours	Annual Cost	Est. Fare	Est. County + COVID Relief	Difference from 2022	Est. Net Cost per Ride
SRT - Service Only	\$ 34.90	58800	\$ 2,052,120.00	\$ 491,625.00	\$ 394,198.00	\$ 467,460.00	\$ 26.65
			\$ -		\$ -	\$ (1,014,196.00)	\$ -
Totals			\$ 2,052,120.00	\$ 491,625.00	\$ 394,198.00	\$ (546,736.00)	

SRT - STS; CB - Go Riteway	Rate	Hours	Annual Cost	Est. Fare	Est. County + COVID Relief	Difference from 2022	Est. Net Cost per Ride
SRT - Service only	\$ 31.53	58800	\$ 1,853,964.00	\$ 491,625.00	\$ 314,935.60	\$ 269,304.00	\$ 24.33
CB - Turnkey (FTA 80%)	\$ 177.90	3100	\$ 551,490.00	\$ 58,800.00	\$ 98,538.00	\$ (462,706.00)	\$ 48.06
Totals			\$ 2,405,454.00	\$ 550,425.00	\$ 413,473.60	\$ (193,402.00)	

Est. County Share Contract costs - Fares - Fed. And State grants
Est. Net Cost per Ride Net contract costs + Admin costs/Est. annual ridership
Est. Fares Average ridership and 2023 Fare Rates
Annual cost Contract cost only

Public Works Committee

AGENDA INFORMATION SHEET

AGENDA DATE: November 17, 2022
DEPARTMENT: Transit
DIRECTOR: Jon Edgren
PREPARER: Joy Neilson

Agenda Summary Drug and Alcohol Program Policy and Procedures Revisions

BACKGROUND INFORMATION: Ozaukee County Transit is required to maintain policies and procedures to ensure compliance with 49 CFR 655, Prevention of alcohol Misuse and Prohibited Drug Use in Transit Operations, and 49 CFR 40, Procedures for Transportation Workplace Drug and Alcohol Testing Programs. Transit Services was asked to correct three findings in the 2022 Triennial Review related to the existing drug and alcohol program policy and procedures document. This committee is being asked to approve the policy and procedures as revised.

ANALYSIS: Transit Services was required to add detail to the policy and procedures document about steps taken for contractor oversight. Specifically, the policy was required to contain: oversight of contractor drug and alcohol program, records maintenance for contracted operators, and ensuring contractors check with previous DOT-regulated employers for drug and alcohol violations prior to making an offer of employment. Language that satisfies all of these requirements is included in section 9.0, Contracted Transit Operations Providers (p.12) of the revised document.

FISCAL IMPACT: N/A **FUNDING SOURCE:** N/A

RECOMMENDED MOTION: Approved revised Drug and Alcohol Program Policy.

ATTACHMENTS:

- OCTS Drug and Alcohol Program Policy_REVISED2022 (PDF)

Ozaukee County Transit Services – Drug and Alcohol Program Policy

1.0 Policy

Ozaukee County is dedicated to providing safe, dependable, and economical transportation service to our clients.

Ozaukee County Employees are our most valuable resource and it is our goal to provide a healthy, satisfying working environment which promotes personal opportunities for growth. In meeting these goals, it is our policy to (1) assure that employees are not impaired in their ability to perform assigned duties in a safe, productive, and healthy manner, (2) create a workplace environment free from the adverse effects of drug abuse and alcohol misuse, (3) prohibit the unlawful manufacture, distribution dispensing, possession, or use of controlled substances, and (4) to encourage employees to seek professional assistance anytime personal problems, including alcohol or drug dependency, adversely affect their ability to perform their assigned duties.

2.0 Purpose

The purpose of this policy is to assure worker fitness for duty and to protect our employees, [contracted employees](#), passengers, and the public from risks posed by the misuse of alcohol and use of prohibited drugs. This policy is also intended to comply with all federal regulations governing workplace anti-drug and alcohol programs in the transit industry. The Federal Transit Administration (FTA) of the U.S. Department of Transportation has published 49 CFR Part 655, as amended, that mandate urine drug testing and breath alcohol testing for safety-sensitive positions and prohibits performance of Safety-sensitive functions when there is a positive test result. The U.S. Department of Transportation (DOT) has also published 49 CFR Part 40, as amended, that sets standards for the collection and testing of urine and breath specimens. In addition, the Federal government published CFR Part 29, “The Drug Free Workplace act of 1988”, which requires that establishment of drug-free workplace policies and the reporting of certain drug related offenses to the FTA. This policy incorporates those requirements for safety-sensitive employees and others when so noted.

3.0 Applicability

The policy applies to all safety-sensitive Ozaukee County employees, and contractors for 5307 contract work when they are on Ozaukee County property or when performing any Ozaukee County related safety-sensitive business. The policy applies to the off-site lunch periods or breaks when an employee is scheduled to return to work. Visitors, vendors, and contractor employees are governed by this policy while on Ozaukee County premises and will not be permitted to conduct Ozaukee County business if found to be in violation of this policy.

A safety-sensitive function is any duty related to the safe operation of mass transit service including: the operation of a revenue service vehicle (whether or not the vehicle is in revenue service), maintenance of a revenue service vehicle or equipment used in revenue service, and any other employee who hold a Commercial Driver's License. A list of safety-sensitive positions is attached.

4.0 Prohibited Substances

"Prohibited substances" addressed by this policy include the following:

4.1 Illegally Use Controlled Substances or Drugs

The use of any illegal or any substance identified in Schedules I through V of section 202 of the Controlled Substance Act (21 U.S.C. 812, as further defined by 21 U.S.C. 812) as further defined by 21CFR 1300.11 through 1300.15 is prohibited at all times unless a legal prescription has been written for the substance. This includes, but is not limited to; marijuana, amphetamines, opiates, phencyclidine (PCP), and cocaine, as well as any drug not approved for medical use of legally prescribed drugs, and use illegally obtained prescription drugs.

4.2 Legal Drugs

The appropriate use of legally prescribed drugs and non-prescription medications is not prohibited. However, the use of any substance which carries a warning label that indicates that mental functioning, motor skills or judgment may be adversely affected must be reported by the employee immediately or as soon as is practical to a Ozaukee County supervisor.

In addition, the employee must obtain a written release from the attending physician releasing the person to perform their job duties any time they obtain a performance altering prescription. A legally prescribed drug means that individual has a prescription or other written approval from a physician for the use of a drug in the course of medical treatment. It must include the patient's name, the name of the substance, quantity/amount to be taken, and the period of authorization. The misuse or abuse of legal drugs while performing Ozaukee County business is prohibited.

4.3 Alcohol

The use of beverages containing alcohol or substances including any medication, mouthwash, food, candy, or any other substance such that alcohol is expressed in terms of alcohol per 210 liters of breath as measured by an evidential breath-testing device.

5.0 Prohibited Conduct

5.1 Manufacture, Trafficking, Possession, and Use

Ozaukee County employees are prohibited from engaging in the unlawful manufacture, distribution, dispensing, possession, or use of prohibited substances on Ozaukee County premises, vehicles in uniform or while on Ozaukee County business. Employees who violate this provision will be discharged. Law enforcement shall be notified as appropriate, where criminal activity is suspected

5.2 Intoxication/Under the Influence

Any safety-sensitive employee who is reasonably suspected of being intoxicated, impaired, under the influence of a prohibited substance, or not fit for duty shall be suspended from the job duties pending an investigation and verification of condition. Employees found to be under the influence of prohibited substance or who fail to pass a drug or alcohol test shall be removed from duty and subject to disciplinary action up to and including termination. A drug or alcohol test is considered positive if the individual is found to have a quantifiable presence of prohibited substance in the body above the minimum thresholds defined in 48 CFR Part 40, as amended.

5.3 Alcohol Use

Alcohol test must be conducted just before, during, and after performing a safety-sensitive function.

No Safety-sensitive employee should report for duty or remain on duty when his/her ability to perform assigned safety-sensitive functions is adversely affected by alcohol or when his/her breath alcohol concentration is 0.04 or greater. No safety-sensitive employee may use alcohol while on duty, in uniform, while performing a safety-sensitive function. No safety-sensitive employee shall use alcohol within four hours of reporting for duty or during the hours that they are on call. No employee shall consume alcohol within 8 hours following an accident. Violation of these provisions is prohibited and is punishable by disciplinary action up to and including termination.

5.4 Compliance with Testing Requirements

All safety-sensitive employees will be subject to urine testing and breath alcohol testing as a condition of employment. Any safety-sensitive employee who refuses to comply with request for testing shall be removed from duty in their employment terminated.

A test refusal includes the following circumstances:

- a) A covered employee who consumes alcohol within eight (8) hours following involvement in an accident without first having submitted to post-accident drug/alcohol tests.
- b) A covered employee who leaves the scene of an accident without a legitimate explanation prior to submission to drug/alcohol tests.
- c) A covered employee who is suspected of providing false information in connection with a drug test, or who is suspected of falsifying test results through tampering, contamination, adulteration, or substitution of a urine specimen.
- d) A covered employee whose provides an insufficient volume of urine specimen or breath sample without a valid medical explanation.
- e) A verbal or written declaration, obstructive behavior, refusal to sign the required DOT drug and/or alcohol testing form, or physical absence resulting in the inability to conduct the test within the specified time frame.
- f) A covered employee who urine sample has been verified by the MRO as substitute or adulterated.
- g) A covered employee fails to appear for any test within a reasonable time, as determined by the employer, after being directed to do so by the employer.
- h) A covered employee fails to remain at the testing site until the testing process is complete.
- i) A covered employee fails to provide a urine specimen for any drug test required by Part 40 or DOT agency regulations.
- j) A covered employee fails to permit the observation or monitoring of a specimen collection.
- k) A covered employee fails or declines to take a second test the employer or collector has directed you to take.
- l) A covered employee fails to undergo a medical examination or evaluation, as directed by the MRO as part of the verification process, or as directed by the DER a part of the "shy bladder" procedures.

- m) A covered employee fails to cooperate with any part of the testing process (e.g., refuses to empty pockets when so directed by the collector, behave in a confrontational way that disrupts the collection process). Verification of these actions will result in the employee's removal from their duty, their employment will be terminated, and they will be referred to a SAP.
- n) For an observed collection, fail to follow the observer's instructions to raise your clothing above the waist, lower clothing and underpants, and to turn around to permit the observer to determine if you have any type of prosthetic or other device that could be used to interfere with the collection process.
- o) Possess or wear a prosthetic or other device that could be used to interfere with the collection process.
- p) Admit to the collector or MRO that you adulterated or substituted the specimen.

5.5 Treatment Requirements

All employees are encouraged to make use of the available resources for treatment for alcohol misuse and illegal drug use policies. Under certain circumstances, employees may be required to undergo treatment for substance abuse or alcohol misuse. Any employee who refuses or fails to comply with Ozaukee County requirements for treatment after care, or return to duty shall be subject to disciplinary action, up to and including termination. The cost of any treatment or rehabilitation services will be paid for directly by the employee or their insurance provider. Employees will be allowed to take accumulated sick leave and vacation leave to participate in the prescribed rehabilitation program.

5.6 Notifying Ozaukee County of Criminal Drug Conviction

All employees are required to notify Ozaukee County of any criminal drug statute conviction within five days after such conviction. Failure to comply with this provision shall result in disciplinary action, up to and including termination.

5.7 Proper application of the policy

Ozaukee County is dedicated to assuring fair and equitable application of this substance abuse policy. Therefore, supervisors/managers are required to use and apply all aspects of this policy in an unbiased and impartial manner. Any supervisor/manager who knowingly disregards the requirements of this policy, or who is found to deliberately misuse the policy in regard to subordinates, shall be subject to disciplinary action, up to and including termination.

6.0 Testing Procedures

Analytical urine drug testing and breath testing for alcohol may be conducted when circumstances warrant or as required by Federal regulations. All safety-sensitive employees shall be subject to testing prior to employment, for reasonable suspicion, and following an accident as defined in section 6.2, 6.3 and 6.4 of this policy. In addition, all safety-sensitive employees will be tested prior to returning to duty after failing a drug or alcohol test and after completion of the Substance Abuse Professional's recommended treatment program. Follow-up testing will also be conducted following return to duty for a period of one to five years with at least six tests performed during the first year.

Those employees who perform safety-sensitive functions as defined in the attachment to this policy shall also be subject to testing on a random, unannounced basis.

Testing shall be conducted in a manner to assure a high degree of accuracy and reliability and using techniques, equipment, and laboratory facilities which have been approved by the U.S. Department of Health and Human Services (DHHS). All testing will be conducted consistent with the procedures put forth in 49 CFR Part 40, as amended.

The drugs that will be tested for include marijuana, cocaine, opiates, amphetamines, and phencyclidine. An initial drug screen will be conducted on each urine specimen. For those specimens that are not negative, a confirmatory Gas Chromatography/Mass Spectrometry (GC/MS) test will be performed. The test will be considered positive if the amounts present are above the minimum thresholds established in 49 CFR Part 40, as amended. In instances where there is a reason to believe an employee is abusing a substance other than the five drugs listed above, Ozaukee County reserves the right to test for additional drugs under Ozaukee County own authority using standard laboratory testing protocols.

Tests for breath alcohol concentration will be conducted utilizing a National Highway Traffic Safety Administration (NHTSA) approved testing device operated by a trained technician. If the initial test indicates an alcohol concentration of 0.02 or greater, a second test will be performed to confirm the results of the initial test. The confirmatory test will be performed using a NHTSA-approved evidential breath-testing device (EBT) operated by a trained breath alcohol technician (BAT). A safety-sensitive employee who has a confirmed alcohol concentration of greater than 0.02 but less than 0.04 will be removed from his/her position for eight hours unless a retest results in a concentration measure of less than 0.02. The inability to perform safety-sensitive duties due to an alcohol test result of greater than 0.02 but less than 0.04 will be considered an unexcused absence subject to Ozaukee County disciplinary procedures. An alcohol concentration of 0.04 or greater will be considered a positive alcohol test and in violation of requirement set forth in 49 CFR Part 655 for safety-sensitive employees. Any safety-sensitive employee that has

a confirmed positive drug and/or alcohol test will be removed from his/her position, informed of educational and rehabilitation programs available and referred to a Substance Abuse Professional (SAP) for assessment. A positive drug and/or alcohol test will also result in disciplinary action up to and including termination.

Ozaukee County affirms the need to protect individual dignity, privacy, and confidentiality throughout the testing process.

6.1 Negative Dilute

Any drug test found to be negative but dilute by the MRO, will be required to be retested immediately. If a second test is found negative but dilute, the test will be considered negative and no additional tests will be required unless directed to do so by the MRO.

6.2 Employee Requested Testing

Any safety-sensitive employee who questions the results of a required drug tests under paragraphs 6.2 through 6.7 of this policy may request that the split sample be tested. This test must be conducted at a different DHHS-certified laboratory. The test must be conducted on the split sample that was provided by the employee at the same time as the original sample. The employee shall pay all the costs for such testing unless the result of the split sample test invalidates the result of the original test. The employee may not be denied split sampling testing due to an inability to pay for the sample. The employee shall be invoiced for the second test within 31 days of the test or may elect to pay prior to the test. The method of collecting, storing, and testing the split sample will be consistent with the procedures set forth in 49 CFR Part 40, as amended. The employee's request for a split sample test must be made to the Medical Review Officer within 72 hours of notice of the original sample verified test result. Results after 72 hours will only be accepted if the delay was due to documentable facts that were beyond the control of the employee.

6.3 Pre-employment Testing

All safety-sensitive position applicants shall undergo urine drug testing immediately following the offer of employment or transfer into a safety-sensitive position. Receipt by Ozaukee County of a negative drug test result is required prior to employment or reassignment to a safety-sensitive position. Failure of a pre-employment drug test will disqualify an applicant for employment for a period of 120 days. Evidence of the absence of drug dependency from a Substance Abuse Professional that meets with the approval of the company and a negative pre-employment drug test will be required prior to further consideration for employment. The cost for the assessment and any subsequent treatment will be the sole responsibility of the individual.

Ozaukee County will request the drug and alcohol records of a potential employee from DOT-regulated employers who have employed the employee at any time in the last two years before the date of application. In accordance with 49 CFR 40.25, drug and alcohol records must include:

1. Alcohol tests with a result of 0.04 or higher alcohol concentration;
2. Verified positive drug tests;
3. Refusals to be tested (including verified adulterated or substituted drug test results);
4. Other violations of DOT agency drug and alcohol testing regulations; and
5. The employee's successful completion of DOT return-to-duty requirements (including follow-up tests), if applicable.

6.4 Reasonable Suspicion Testing

All safety-sensitive and non-safety-sensitive employees may be subject to a fitness for duty evaluation, and urine and/or breath testing when there are reasons to believe that drug or alcohol use is adversely affecting job performance. A reasonable suspicion referral for testing will be made on the basis of documented objective facts and circumstances which are consistent with the short-term effects of substance abuse or alcohol misuse. Examples of reasonable suspicion include, but are not limited to, the following:

1. Physical signs and symptoms consistent with prohibited substance use or alcohol misuse.
2. Evidence of the manufacture, distribution, dispensing, possession, or use of controlled substances, drugs, alcohol, or other prohibited substances.
3. Occurrence of a serious or potentially serious accident that may have been caused by prohibited substance abuse or alcohol misuse.
4. Fights (to mean physical contact), assaults, and flagrant disregard or violations of established safety, security, or other operating procedures.

Reasonable suspicion referrals must be made by a supervisor who is trained to detect the signs and symptoms of drug and alcohol use and who reasonably concludes that an employee may be adversely affected or impaired in his/her work performance due to possible prohibited substance abuse or alcohol misuse.

6.5 Post-Accident Testing

All safety-sensitive employees will be required to undergo urine and breath testing if they are involved in an accident with an Ozaukee County vehicle (regardless of whether or not the vehicle

is in revenue service) that result in a fatality. This includes all surviving safety-sensitive employees that are operating the vehicle and any other whose performance could have contributed to the accident. In addition, a post-accident test will be conducted if an accident results in injuries that require immediate transportation to a medical treatment facility; or one or more vehicles incurs disabling damage; and the employee is issued a citation under State or local law for a moving violation arising from the accident. If no citation is given, Ozaukee County safety-sensitive employees may still be tested if they cannot be completely discounted as a contributing factor to the accident.

Following an accident, the safety-sensitive employees will be tested as soon as possible, but not to exceed eight hours for alcohol testing and 32 hours for drug testing. Any safety-sensitive employee involved in an accident must refrain from alcohol use for eight hours following the accident or until he/she undergoes a post-accident alcohol test. Any safety-sensitive employee who leaves the scene of the accident without a justifiable explanation prior to submission to drug and alcohol testing will be considered to have refused the test and their employment terminated. Employees tested under this provision will include not only the operations personnel, but any other covered employee whose performance could have contributed to the accident.

6.6 Random Testing

Employees in safety-sensitive positions will be subject to random, unannounced testing. The selection of safety-sensitive employees for random alcohol testing will be made using a scientifically valid method that ensures each covered employee that they will have an equal chance of being selected each time selections are made. The random tests will be unannounced and spread throughout the year.

6.7 Return to Duty Testing

Our company policy for positive testing is termination. We do not have a return to duty testing.

6.8 Follow-up Testing

Our company policy for positive testing is termination. We do not have follow up testing.

6.9 Blind Performance Testing

Aurora Health Care submits 3% quality control samples to the laboratory for testing with employee samples. The blind quality control specimens must not be distinguishable from regular samples. These blind samples may either be positive or negative samples. If any blind performance samples come back in error the FTA will be notified.

7.0 Information Disclosure

Drug/alcohol testing records shall be maintained by the Ozaukee County Drug and Alcohol Program Manager and, except as provided below or by law, the results of any drug/alcohol test shall not be disclosed without express written consent of the tested employee.

1. The employee, upon written request, is entitled to obtain copies of any records pertaining to their use of prohibited drugs or misuse of alcohol including any drug or alcohol testing records. Covered employees have the right to gain access to any pertinent records such as equipment calibration records, and records of laboratory certifications.
2. Records of a verified positive drug/alcohol test result shall be released to the Ozaukee County Drug and Alcohol Program Manager, Department Supervisor and Personnel Manager on a need to know basis.
3. Records will be released to subsequent employer only upon receipt of a written request from the employee.
4. Records of an employee's drug/alcohol test shall be released to the adjudicator in a grievance, lawsuit, or other proceeding initiated by or on behalf of the tested individual arising from the results of the drug/alcohol test.
5. Records will be released to the National Transportation Safety Board during an accident investigation.
6. Records will be released to the DOT or any DOT agency with regulatory authority over the employer or any of its employees.
7. Records will be released if requested by a Federal, state, or local safety agency with regulatory authority over Ozaukee County or the employee.
8. If a party seeks a court order to release a specimen or part of a specimen contrary to any provision of Part 40 necessary legal steps to contest the issuance of the order will be taken.

In cases of a contractor or sub-recipient of a state department of transportation, records will be released when requested by such agencies that must certify compliance with the regulation to the FTA.

8.0 System Contact

Any questions regarding this policy or any other aspect of the drug-free and alcohol-free transportation program should contact the following representative:

Program Manager:

Name: Bill Taakes
Title: Patrol Superintendent
Address: P.O. Box 994
Port Washington, WI 53074
Telephone: 262-284-8336
Fax Number: 262-284-8343

Medical Review Officer

Name: Jessica Kois, MS, RN
Address: Corporate Work Columbia St. Mary's
801 South 70th Street
West Allis, WI 53214
Telephone: 414-773-4928
Fax Number: 414-773-4925

Substance Abuse Professional

Title: Name: National Employee Assistance Service, INC.
Address:
Telephone: 800-634-6433
Fax Number:

Safety-Sensitive Functions

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Operations Manager

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Full time Bus/Van/Car drivers

Part time Bus/Van/Car drivers

Leadman/Mechanic

Mechanic

Assistant Mechanic

Bus washer/Fuel person (Only if they operate vehicles)

Vehicle Technicians

Vehicle Maintenance Contractors

Approved by Ozaukee County

9.0

Monitoring Drug & Alcohol Program Activities of Contractors

9.1 Third-Party Administrator

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~~4~~ In accordance with 49 CFR Part 40 Ozaukee County contracts with an outside, independent testing laboratory third-party administrator ~~(TPA)~~ for drug and alcohol testing for County safety-sensitive employees.

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~~a.1.~~ Transit Services will contact the third-party administrator ~~TPA~~ annually to obtain copies of documents certifying the Medical Review Officer, Breath Alcohol and DOT Specimen training of technicians, and the Substance Abuse Professional.

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~~1.~~ Transit Services will obtain documentation that the testing laboratory is HHS certified

2.

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~~2~~3. Ozaukee County and TPA Random Drug and Alcohol Testing

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- a. The third-party administrator ~~TPA~~ will contact the County Program Manager randomly with individual names during each quarter
- b. The County Program Manager will immediately send the employee to the collection site
- c. Random testing will be maintained by the TPA only contacting the County Program Manager with individual names throughout the quarter

~~3)~~ **9.2 Contracted Transit Operations Providers** ~~Ozaukee County contracts with two transit service operators who manage their own drug and alcohol testing program~~

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1. Ozaukee County contracts for operations of the Shared Ride Taxi and Commuter Bus Services. Contractors are responsible for developing and following a drug and alcohol policy for safety-sensitive employees that aligns with 49 CFR Part 655 and 49 CFR Part 40.

2. Contractors are expected to acquire information about drug and alcohol violations from previous DOT-regulated employers. Transit Services will audit contractor records at least annually to ensure compliance with testing requirements, including pre-employment testing and employer records.

~~a.3.~~ Transit Services will contact the contractor annually to obtain copies of documents certifying the Medical Review Officer, Breath Alcohol and DOT Specimen training of technicians, and the Substance Abuse Professional.

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4. Transit Services will obtain documentation that the testing laboratory is HHS certified

5. Contractor must keep records verifying training for safety-sensitive employees and reasonable suspicion training for designated supervisors. Transit Services will review documentation at least annually to ensure:
- i. All safety-sensitive employees receive drug and alcohol training within 90 days of employment.
 - ii. Reasonable suspicion training has been completed by active designated supervisors.
6. Contractor must designate a DER, who has the expertise and authority to determine if a post-accident/post-event drug or alcohol test is warranted.
7. Ozaukee County may request and must be provided chain of custody documentation post-accident if a drug or alcohol test is required.
- ~~b.~~ 8. Transit Services will collect and submit DAMIS reports from contractors on an annual basis.

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Adopted by the Public Works Committee 7/16/2009

Revised 11/17/2022

Public Works Committee**AGENDA INFORMATION SHEET**

AGENDA DATE:	November 17, 2022
DEPARTMENT:	Transit
DIRECTOR:	Jon Edgren
PREPARER:	Joy Neilson

Agenda Summary Transit Financial Report

Transit received \$493,138 in Federal 5307 funds on 11/03. All federal funding is received as a reimbursement for paid expenses.

ATTACHMENTS:

- Oct PW Committee Report 2022 (PDF)

Special Revenue Fund Transit Services

Profit and Loss Statement ACTUAL TO AMENDED BUDGET

Attachment: Oct PW Committee Report 2022 (Transit Monthly Financial Report)

Public Works Committee

AGENDA INFORMATION SHEET

AGENDA DATE: November 17, 2022
DEPARTMENT: Highway
DIRECTOR: Jon Edgren
PREPARER: Jon Edgren

Agenda Summary Authorization to Purchase 2023 Highway Equipment Approved in 2023 Adopted Budget

BACKGROUND INFORMATION: As part of the approved 2023 Budget, the Highway Department developed our annual 5-Year Capital Improvement Plan (attached), and proposed purchase of the following items for 2023:

- Patrol Truck (Tandem-Axle)
- Two (2) One-Ton Trucks
- Brush Chipper
- Water Pump
- Fecon Head
- Hot Box Trailer
- Large Equipment Trailer

As we requested last year, I'd like to receive approval to purchase our proposed equipment in advance so that we may react to quickly changing markets and limited equipment supplies.

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 the vehicles and/or equipment as approved in the 2023 Budget.

We will continue to seek multiple quotes, and will bring the final purchase information to the PWC after-the-fact.

FISCAL IMPACT:

Balance Current Year: --

Next Year's Estimated Cost: \$735,000

FUNDING SOURCE:

County Levy: --

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

RECOMMENDED MOTION: Authorize the Highway Commissioner to purchase Highway Department vehicles and/or equipment as approved in the 2023 Budget.

ATTACHMENTS:

- Hwy Dept - 2023 CIP - Equip - 7-5-22 (PDF)

Ozaukee County Highway Dept
Highway Equipment CIP
2023 to 2027
November 10, 2022

Description	2022	2023	2024	2025	2026	2027	Unprog	Comment
Quad-Axle Truck (Snow Plow)	\$350,000		\$360,000		\$370,000		\$340,000	
Sign Truck	\$350,000						\$0	Light Duty?
Quad-Axle Truck (Dump Truck)	\$225,000						\$0	
Tractor w/ Mower Attachments	\$140,000			\$170,000			\$0	
Truck-Mounted Attenuator	\$30,000						\$0	
Tanker Trailer	\$15,000						\$0	
Patrol Truck (Snow Plows)		\$275,000		\$275,000			\$250,000	
One-Ton Truck		\$140,000		\$80,000		\$80,000	\$75,000	(2) in 2023
Brush Chipper		\$90,000					\$0	
Water Pump		\$80,000					\$0	
Fecon Head		\$60,000					\$0	(2) in 2023
Hot Box Trailer		\$50,000					\$0	
Large Equip Trailer(s)		\$25,000					\$0	
Flail Replacement		\$15,000		\$15,000			\$15,000	
Road Grader [USED]			\$280,000				\$300,000	
Skid Steer Loader			\$65,000			\$80,000	\$70,000	
Foreman Truck			\$60,000				\$50,000	
Front End Loader [USED]				\$180,000			\$180,000	
Superintendent Patrol Vehicle				\$65,000			\$50,000	
Tractor/Backhoe [USED]					\$150,000		\$0	
Track excavator [USED]					\$250,000		\$0	
Bucket Truck [USED]						\$150,000	\$0	
Sign Van [USED]						\$150,000		
Shoulder Grader						\$125,000		
Forklift(s)						\$80,000		Cedarburg Shop
Crackfilling machine						\$75,000	\$0	
4' Mill							\$450,000	
Tri-Axle Truck (Snow Plow)							\$340,000	
Chip Spreader							\$250,000	
Bulldozer [USED]							\$200,000	
Asphalt dist. Truck [USED]							\$100,000	
Rubber Tire Roller							\$90,000	
Automated Flagger							\$80,000	

Attenuator (Tow Behind)							\$35,000	
Excavator Plate Compactor							\$35,000	
Asphalt Crack Router							\$25,000	
Small Equip Trailer							\$20,000	
Plow Replacement							\$10,000	
60" Diesel Grass mower							\$0	
All Terrain Crane [USED]							\$0	
Asphalt Paver							\$0	
Asphalt Roller							\$0	
Four-Wheel-Drive Truck [USED]							\$0	
Mini-Excavator							\$0	
Road Sweeper							\$0	
Rubber Track Excavator							\$0	
Scissors Lift							\$0	
Semi-Tractor [USED]							\$0	
Shoulder Machine [USED]							\$0	
Traffic Arrow/Message Board							\$0	
Vac-All Sweeper Truck [USED]							\$0	
V-Box Replacement							\$0	
Total Equip. Cost	\$1,110,000	\$735,000	\$765,000	\$785,000	\$770,000	\$740,000	\$2,965,000	

Items "Highlighted" are under \$25,000, and are not included in the Capital Improvement Plan (CIP) Budget information. However, they are covered in the Capital portion of the budget as they are over \$5,000 and depreciated.

Public Works Committee**AGENDA INFORMATION SHEET**

AGENDA DATE: November 17, 2022
DEPARTMENT: Highway
DIRECTOR: Jon Edgren
PREPARER: Jon Edgren

Agenda Summary Highway Financial Reports

ATTACHMENTS:

- Hwy Financials - Nov 2022 (PDF)

Ozaukee County Committee Report
Special Revenue Fund County Roads and Bridges
 For the Nine Months Ending Friday, September 30, 2022
 Profit and Loss Statement ACTUAL TO AMENDED BUDGET

	Current Month Actual	2022 YTD Actual	2022 Amended Budget	Budget Balance	% Budget YTD
Revenues					
Taxes	\$276,291	\$2,486,618	\$3,315,491	\$828,873	75.00%
Intergovernmental Revenues	-	\$1,244,680	\$1,573,852	\$329,172	79.08%
Other Revenue	-	-	\$122,525	\$122,525	0.00%
Total Revenues	\$276,291	\$3,731,298	\$5,011,868	\$1,280,570	74.45%
Expenditures					
Interdepartment Charges	\$471,326	\$3,211,585	\$5,011,868	\$1,800,283	64.08%
Total Operating Expenditures	\$471,326	\$3,211,585	\$5,011,868	\$1,800,283	64.08%
Capital Outlay					
Total Expenditures	\$471,326	\$3,211,585	\$5,011,868	\$1,800,283	64.08%
Other Finance Uses	-	\$425,000	\$425,000	-	100.00%
Net Other Financing Sources/Uses	-	\$425,000	\$425,000	-	100.00%
Net Increase (Decrease)	(\$195,035)	\$94,713	(\$425,000)	(\$519,713)	-22.29%
<i>Equity:</i>					
Governmental Fund Balance	-	(\$1,161,357)	-	\$1,161,357	0.00%

Attachment: Hwy Financials - Nov 2022 (Hwy Financials - Nov 2022)

Ozaukee County Committee Report

Internal Service Fund Highway Department

For the Nine Months Ending Friday, September 30, 2022

Profit and Loss Statement ACTUAL TO AMENDED BUDGET

	Current Month Actual	2022 YTD Actual	2022 Amended Budget	Budget Balance	% Budget YTD
Revenues					
Taxes	\$11,083	\$99,750	\$133,000	\$33,250	75.00%
Intergovernmental Revenues	\$54,056	\$61,811	\$121,750	\$59,939	50.77%
Intergovernmental Charges	\$342,549	\$4,416,789	\$6,070,148	\$1,653,359	72.76%
Interdepartmental Charges	\$463,333	\$1,914,086	\$2,670,680	\$756,594	71.67%
Licenses & Permits	\$11,341	\$113,578	\$357,750	\$244,172	31.75%
Other Revenue	(\$859)	\$148,873	\$79,738	(\$69,135)	186.70%
Total Revenues	\$881,503	\$6,754,887	\$9,433,066	\$2,678,179	71.61%
Expenditures					
Salaries	\$253,174	\$2,244,172	\$3,127,314	\$883,142	71.76%
Fringe Benefits	\$109,258	\$930,477	\$1,150,301	\$219,824	80.89%
Travel/Training	\$657	\$8,664	\$30,934	\$22,270	28.01%
Supplies	\$728,152	\$4,946,535	\$5,631,734	\$685,199	87.83%
Purchased Services	\$26,901	\$180,434	\$163,819	(\$16,615)	110.14%
Interdepartment Charges	(\$254,475)	(\$1,671,485)	(\$3,498,505)	(\$1,827,020)	47.78%
Depreciation	-	\$412,552	\$1,237,638	\$825,086	33.33%
Grants	\$20,195	\$149,493	\$133,000	(\$16,493)	112.40%
Other Expenses	\$7,415	\$174,870	\$252,831	\$77,961	69.16%
Total Operating Expenditures	\$891,277	\$7,375,712	\$8,229,066	\$853,354	89.63%
Capital Outlay					
Equipment & Furniture	\$94,551	\$246,134	\$969,000	\$722,866	25.40%
Buildings & Land	\$27,700	\$57,844	\$235,000	\$177,156	24.61%
Total Capital Outlay	\$122,251	\$303,978	\$1,204,000	\$900,022	25.25%
Total Expenditures	\$1,013,528	\$7,679,690	\$9,433,066	\$1,753,376	81.41%
Net Increase (Decrease)	(\$132,025)	(\$924,803)	-	\$924,803	0.00%
<i>Equity:</i>					
Retained Earnings	-	(\$300,267)	-	\$300,267	0.00%

Attachment: Hwy Financials - Nov 2022 (Hwy Financials - Nov 2022)