



PUBLIC WORKS COMMITTEE

MEETING MINUTES
REGULAR MEETING
JULY 17, 2025

1. CALL TO ORDER

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

Present	Supervisor Marty Wolf, Supervisor Tom Grabow, Supervisor Justin Strom, Supervisor Tom Bichler, Supervisor Daniel Vogel
Absent	None
Excused	None

Staff present: County Administrator Dzwinel, Public Works Director Edgren, Sales & Marketing Coordinator Alexander and Chief Deputy County Clerk Henning.

Others present: Dan Benson - Ozaukee Press

2. PROPER NOTICE

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

3. PUBLIC COMMENTS, CORRESPONDENCE, COMMUNICATIONS

There were none.

4. APPROVAL OF MINUTES

June 19, 2025

Motion:	Motion to approve the June 19, 2025 minutes as submitted.
Result:	Passed
Moved by:	Tom Bichler
Seconded by:	Daniel Vogel
Ayes:	Marty Wolf, Justin Strom, Tom Bichler, Daniel Vogel
Nays:	None
Abstain:	Tom Grabow

5. FACILITIES MANAGEMENT

a. Action Items

1. 4-H Use of County Fairgrounds Memorandum of Understanding

The Memorandum of Understanding (MOU) was discussed at the January 16, 2025 Public Works Committee (PWC) meeting and staff was directed to focus on four (4) main revisions; annual contract, reservation forms, clean-up fees and The Haunt.

The PWC approved the concepts at the February 20, 2025 meeting and Sales & Marketing Coordinator Alexander has worked with members of UW-Extension and 4-H to clean up various aspects of the agreement.

Ms. Alexander stated that the MOU has been signed by the Leader's Association and no changes have been made since last reviewed by the PWC in February.

Questions and discussion on the term of the agreement indicating one (1) year, automatic renewal versus revisiting every year, extending the term to five (5) years with an option to review annually, term dates (September-August term versus calendar year) and future modifications to the agreement.

Motion made by Supervisor Grabow, seconded by Supervisor Wolf to refer back for revisions to the Term of Agreement.

Further discussion on the Term of Agreement for one (1) year and the term dates.

Supervisor Grabow and Supervisor Wolf requested the motion be withdrawn. There were no objections. Motion withdrawn.

Motion:	Motion to amend the Term of Agreement paragraph to read as follows: This Memorandum of Understanding (MOU) shall be in effect for one (1) year from September 1, 2025 to August 31, 2026. The MOU shall be extended every year automatically unless one of the parties provides notice of termination in writing no less than sixty (60) days prior to the next automatic renewal date.
Result:	Passed
Moved by:	Tom Grabow
Seconded by:	Daniel Vogel
Ayes:	Marty Wolf, Tom Grabow, Justin Strom, Tom Bichler, Daniel Vogel
Nays:	None
Abstain:	None

b. Management/Financial/Informational Reports

1. Facilities Financials - July 2025

There were no questions.

6. TRANSIT SERVICES

a. Discussion Items

1. Transit Ridership - July 2025

7,729 rides in June 2025 which is a slight increase from last year.

b. Management/Financial/Informational Reports

1. Transit Financials - July 2025

Question on the Capital Outlay account.

7. HIGHWAYS

a. Action Items

1. 2026-2027 Town Road Maintenance Contracts

Mr. Edgren provided background information on the Town Road Maintenance Contracts and the Guaranteed Work Partnership.

Discussion on the discounts given to municipalities, staff and equipment used for the Guaranteed Work Partnership, the formula used for billing and how often the formula is reviewed and the proposed minimum billing amount for the 2026-2027 contracts.

Mr. Edgren stated that the current contract states the rates will be based on a resolution. The resolution referenced was adopted by the County Board in April 2013. Discussion on whether the contract can be changed as it was based on a resolution.

The committee directed staff to notify towns of the concept to adjust the rates but maintain the 2024-2025 minimum billing amount and bring back a response at the August 21 meeting.

b. Discussion Items

1. Town Road Bridge Aid Process

Mr. Edgren explained that Wisconsin State Statute 82.08 provides townships with a method to assist in the reconstruction of larger culverts or bridges by obtaining reimbursement of 50% of construction-related costs from their County. The County's portion will be levied against Town parcels within the County.

With a projected rise in the utilization of the Town Road Bridge Aids, it would be beneficial to establish a clear process so that all Towns understand the expectations as they move forward with possible projects.

Mr. Edgren reviewed the potential processes.

Discussion on the benefits to the County and the Towns when developing a town road bridge aid account. Consensus of the committee is to develop an official process for the development of a town road bridge aid account based upon estimates (Option B).

2. Construction Bonding

Mr. Edgren explained that the Ozaukee County Highway Department's annual tax levy has been decreasing or held flat since 2016 while spending down Highway reserves on expenses above the levy total. As the majority of the reserves have been utilized, seeking bonding for highway construction would allow the Highway Department to continue its expected annual paving operations, which keep material costs effective and allow municipalities to benefit from the asphalt as well.

Mr. Dzwinel added that the Highway levy has been held flat for the last 8–10 years due to the significant fund balance. Given the lack of reserves at this time, a way to continue to work within the limits of the levy limits, is to borrow money.

Discussion on bonding increments, debt levy and levy limits, condition of county roads, current borrowing rates, current and future reserves and replenishment of reserves.

c. Management/Financial/Informational Reports

1. Highway Financials - July 2025

Question on the Local Road Maintenance and Construction revenues.

8. NEXT MEETING DATE

August 21, 2025

9. ADJOURNMENT

Motion made by Supervisor Strom, seconded by Supervisor Grabow to adjourn. Motion carried. Meeting adjourned at 9:24 AM.

Lisa M. Henning, Chief Deputy County Clerk