



PUBLIC WORKS COMMITTEE

MEETING MINUTES

Regular Meeting

AUGUST 20, 2026

Draft Minutes Pending Committee Approval

1. Call to Order

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

Present	Supervisor Tom Bichler, Supervisor Scott Fischer, Supervisor Kevin Kennedy
Absent	Supervisor Tom Grabow, Supervisor Justin Strom
Excused	

Staff present: County Administrator Dzwinel, Public Works Director Edgren, Transit Superintendent Zutz, Project Manager/Construction Superintendent Guettel (8:25AM) Patrol Superintendent Borden, and Chief Deputy County Clerk Henning.

Others present: Joe Huiras, Lou Balch and Dan Benson - Ozaukee Press

2. Proper Notice

Chairperson Grabow and Vice-Chairperson Strom were not in attendance at 8:00 AM.

Motion made by Supervisor Fischer, seconded by Supervisor Kennedy to nominate Supervisor Bichler to act as Chairperson for this meeting. Supervisor Bichler accepted the nomination. Motion carried.

Chairperson Bichler 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 18, 2026

Motion:	Motion to approve the June 18, 2026 minutes as submitted.
Result:	Passed
Moved by:	Scott Fischer
Seconded by:	Kevin Kennedy
Ayes:	Tom Bichler, Scott Fischer, Kevin Kennedy
Nays:	None

Abstain:	None
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5. Public Hearing

- a. Consider Proposed Changes to Service Hours for the Ozaukee County Shared-Ride Taxi

Chairperson Bichler opened the public hearing at 8:03 AM.

Lou Balch addressed the committee, asking them to consider extending the proposed service hours to 10:30 PM Monday through Friday and 8:30 PM on Saturdays. He also requested that the effective date be delayed to allow late riders additional time to find alternative transportation.

Chairperson Bichler closed the public hearing at 8:08 AM.

6. Facilities Management

- a. Management/Financial/Informational Reports

Mr. Edgren reported that the Justice Center is experiencing some roof issues. An infrared scan will be conducted to identify the areas requiring attention. He also announced that Jayme Arndt has been named the new Building Superintendent at the Administration Center. Mr. Arndt succeeds Joe Hicks, who retired in July after 38 years of service.

Questions on the warranty and type of roof at the Justice Center.

7. Transit Services

- a. Action Items

- 1. Changes to Service Hours for the Ozaukee County Shared-Ride Taxi

Ms. Zutz noted that service levels after 10:00 PM have been low and feels that ending services at 10:00 PM would be a beneficial change. She reached out to Portal, Inc., Balance, and Seek Careers/Staffing, Inc. to obtain feedback. Portal, Inc. mentioned the possibility of extending service hours in the summer to better accommodate transportation needs for evening group experiences.

Questions and discussion on a 30-day notice for a change in service hours as well as how frequently service hours are reviewed and evaluated.

Motion:	Motion to approve the proposed changes to the Ozaukee County Transit Services Shared-Ride Taxi service hours effective January 1, 2027 as recommended.
Result:	Passed
Moved by:	Tom Bichler
Seconded by:	Kevin Kennedy
Ayes:	Tom Bichler, Scott Fischer, Kevin Kennedy
Nays:	None
Abstain:	None

- 2. No-Show Policy

Ms. Zutz noted that the updates will align Ozaukee County Transit Services's No-Show Policy with applicable federal regulations and WisDOT guidance while supporting reliable and accessible service for all riders.

Motion:	Motion to approve the updated Ozaukee County Transit Services No-Show Policy effective September 1, 2026.
Result:	Passed
Moved by:	Scott Fischer

Seconded by:	Kevin Kennedy
Ayes:	Tom Bichler, Scott Fischer, Kevin Kennedy
Nays:	None
Abstain:	None

3. Reasonable Modification Policy

Ms. Zutz explained that the adoption of the Reasonable Modification Policy will support compliance with applicable federal regulations and Wisconsin Department of Transportation (WisDOT) guidance while providing riders with clear information about requesting a reasonable modification.

Motion:	Motion to approve the updated Ozaukee County Transit Services Reasonable Modification Policy effective September 1, 2026.
Result:	Passed
Moved by:	Kevin Kennedy
Seconded by:	Scott Fischer
Ayes:	Tom Bichler, Scott Fischer, Kevin Kennedy
Nays:	None
Abstain:	None

4. Fare Payment and Service Hold Policy

8:25 AM Project Manager/Construction Guettel joined the meeting.

Ms. Zutz noted that the proposed policy establishes consistent procedures for managing unpaid fares, provides riders and responsible agencies with notice and an opportunity to resolve or appeal an outstanding balance before a service hold takes effect. The policy is expected to improve collection of outstanding fares and reduce administrative time associated with outstanding account balances.

Questions and discussion on the number of riders with outstanding balances.

Motion:	Motion to approve the Ozaukee County Shared-Ride Taxi Fare Payment and Service Hold Policy effective September 1, 2026.
Result:	Passed
Moved by:	Tom Bichler
Seconded by:	Kevin Kennedy
Ayes:	Tom Bichler, Scott Fischer, Kevin Kennedy
Nays:	None
Abstain:	None

5. Ecolane Center Portal for Agency Partners

Providing partner agencies with direct access to their client's information will reduce administrative workload and manual reporting requests while allowing agencies to better manage transportation funding and services for their sponsored clients.

Motion:	Motion to authorize the Transit Superintendent to purchase the Ecolane Centers Portal at an annual cost of approximately \$5,500.
Result:	Passed
Moved by:	Kevin Kennedy
Seconded by:	Tom Bichler
Ayes:	Tom Bichler, Scott Fischer, Kevin Kennedy
Nays:	None
Abstain:	None

b. Management/Financial/Informational Reports

Mr. Edgren distributed an updated ridership report. Ridership remains up 6.1% compared to July 2025.

Updates on GO Riteway Exercise of Option, Memorandums of Understanding with several organizations, additional GO Riteway service hours and proposed change in the minimum age for unaccompanied riders.

8. Highways

a. Action Items

1. N6968 CTH I Driveway Variance Request

Mr. Edgren reviewed Mr. Huiras's driveway variance request and the reason for denial of the culvert permit.

Mr. Huiras discussed driveway access to the proposed parcel.

Questions and discussion on the speed limit on CTH I and whether vehicles could reach speeds of 55MPH, the proposed location of the residence, the location of the field driveway, and safety concerns regarding the north driveway being located near the crest of a hill.

Mr. Edgren reiterated that variances typically should not be approved when a request does not meet the Ozaukee County Access Control Code. However, he noted that this request is difficult to oppose because the surrounding parcels immediately to the north and south also have driveways that do not meet Code.

Further discussion focused on the non-conforming driveways on the surrounding parcels. While these driveways do not meet the current Code, they appear to be reasonably spaced and consistent with the existing neighborhood pattern.

Motion:	Motion to approve the variance request for the fact that the neighboring three houses to the north and south do not meet the spacing requirements and are consistent with the existing neighborhood pattern.
Result:	Passed
Moved by:	Kevin Kennedy
Seconded by:	Scott Fischer
Ayes:	Tom Bichler, Scott Fischer, Kevin Kennedy
Nays:	None
Abstain:	None

2. CTH H Bridge Repair

Mr. Edgren explained that the bridge has shown deterioration over the last several years. He noted that the bridge required a temporary closure in March 2026 to repair a hole in the bridge deck. The bridge reopened in mid-April; however, in late July an inspection found that cracking had expanded through the deck. The bridge was subsequently closed to vehicular traffic and remains closed as of this date.

Following a discussion with the bridge inspector from CORRE on August 19, 2026, Mr. Edgren indicated that the bridge may be able to remain in service if additional steel plates are installed along the center of the bridge. Discussion on the potential impact of snow plowing on the steel plates as well as the possibility of closing the bridge during the winter months.

Because the Wisconsin Department of Transportation's (WisDOT) Bridge Grant Program is not expected to be available until fall 2027, staff is exploring a short-term repair option to maintain the bridge until a future grant application can be submitted.

Due to the uncertainty regarding repair costs and the availability of the WisDOT Bridge Grant Program, Mr. Edgren requested that CORRE prepare a cost estimate to put the project out for bid so that a professional bridge contractor can perform the necessary repairs.

Discussion continued regarding the type of traffic utilizing the bridge, potential traffic detours if the bridge remains closed until spring, installation of additional steel plating, and the option of full bridge replacement.

No action was taken.

b. Discussion Items

1. CTH W Expansion

A developer has approached the Village of Grafton regarding a potential large commercial development on the east side of CTH W (Port Washington Road), immediately south of Arrowhead Road. Based on significant development that has occurred in the area, the Village previously requested that the highway layout be expanded to a four-lane, urban cross-section with an Ozaukee County cost-share. The Village is considering a similar arrangement for this proposed development.

The developer is in the process of performing a Traffic Impact Analysis (TIA) for the surrounding area. Upon completion, the findings will be submitted to the Village of Grafton and Ozaukee County for review.

If the development moves forward and the Village requests a cost-share from Ozaukee County, a Memorandum of Understanding (MOU) will be brought before the Public Works Committee for consideration and approval.

c. Management/Financial/Informational Reports

Updates on CTH W construction, CTH W Streetscaping Project in Mequon, CTH A patching, and upgrade at the asphalt plant to allow production of warm mix asphalt.

Question on County Roads and Bridges - Property Tax line item.

9. Next Meeting Date

September 17, 2026

10. Adjournment

Motion made by Supervisor Kennedy, seconded by Supervisor Fischer to adjourn. Motion carried. Meeting adjourned at 9:31 AM.

Lisa M. Henning, Chief Deputy County Clerk