

DRAFT

**Walworth County Board of Supervisors
Public Works Committee Meeting Minutes
Monday, November 15, 2021
Walworth County Government Center, County Board Room 114
100 West Walworth Street, Elkhorn, Wisconsin**

Chair Jerry Grant called the meeting to order at 3:30 p.m.

Roll call was conducted and the following members were present, either in person or by remote attendance: Chair Jerry Grant; Vice Chair Kenneth Monroe; Supervisors Nancy Russell, Rick Stacey and Joseph H. Schaefer (arrived at 3:32 p.m.) A quorum was declared.

Others in Attendance

County Staff: Walworth County Administrator Mark W. Luberda; Director-Public Works Richard Hough; Corporation Counsel/Director-Land Use and Resource Management (LURM) Michael Cotter; Deputy Corporation Counsel Estee Schultz; Director-Health and Human Services (HHS)/Superintendent of County Institutions Carlo Nevicosi; Associate County Engineer Vincent Simek; and Senior Project Manager John Miller.

On motion by Supervisor Stacey, second by Vice Chair Monroe, the agenda was approved with no withdrawals.

On motion by Supervisor Stacey, second by Supervisor Russell, the October 18, 2021 Public Works Committee meeting minutes were approved.

Public Comment – There was none.

Consent Items

7a. Reports

1) Director's Bi-monthly Report – November 2021

Director-Public Works Richard Hough referred to his Memorandum (Pages 5-7); with specific focus on:

- Human Resources
- Material & Equipment
- Maintenance
- Asset Management/Inventories
- Policy & Doctrine
- Plans, Training, & Leadership Development

Hough noted that County Engineer Joe Kroll has been working for over a year developing the Project Management Manual. The completed document will be presented to Public Works Committee for review in December.

2) Construction & Project Management Report – November 2021

Hough summarized his Memorandum (Pages 8-9); highlighting:

- Countywide Security Project
- County Highway ES Project
- Transportation Firm Contract
- Key Management System

3) Updated 10-year Highway & Bridge Improvement Plan

Hough stated preliminary data results for the technical survey of the highway system were received last week. That data coupled with the bi-annual Pavement Surface Evaluation and Rating (PASER) review will most likely result in changes to the long term strategy for the 10-year Highway & Bridge Improvement Plan. Hough shared that the Local Roads Improvement Program (LRIP) application is due December 1; which is why the plan is being brought forth at this time, even though it will likely change in the near future. Hough shared there is also a LRIP Supplemental Program grant, this new program qualifies the County for up to \$695,000 in aid that was not included in long-term projections.

New business

8a. Presentation on Highway Authorities by the County Highway Commissioner

Hough stated that in collaboration with Deputy Corporation Counsel Estee Schultz, a review of the responsibilities and authorities as they relate to the Highway Commissioner has been completed. Shultz briefly detailed her background in the Corporation Counsel's office and gave a summation of the presentation: Highway Commissioner – Highway Committee located on Pages 11-31 of the packet. Discussion ensued relative to the four options presented for moving forward. All committee members agreed the fourth option, to begin fixing certain ordinances and create a work group to report back to

the committee on policy options, was agreeable. **Supervisor Russell offered a motion, second by Supervisor Schaefer, to support staff proceeding with the fourth option as presented. Motion carried 5-0.**

8b. Final Payment to Automated Logic Controls for \$10,030 on Project #W1902

Supervisor Stacey offered a motion, second by Supervisor Schaefer, to approve the Final Payment to Automated Logic Controls for \$10,030 on Project #W1902. Motion carried 5-0.

8c. Res ** - 12/21 Authorizing the Closure of the Sheriff's Office HVAC Replacement Project and Transferring Remaining Funds to General Fund Building and Equipment Committed Fund Balance

Hough credited Senior Project Manager John Miller with bringing this multi-year project online. Miller gave a brief history of the project including reasons for the replacement, and highlighting efficiencies of the new equipment. **Vice Chair Monroe offered a motion, second by Supervisor Stacey, to approve the resolution Authorizing the Closure of the Sheriff's Office HVAC Replacement Project and Transferring Remaining Funds to General Fund Building and Equipment Committed Fund Balance. Motion carried 5-0.**

8d. Res ** - 12/21 Authorizing the Closure of the Sheriff's Office Lobby Renovation Project and Transferring Remaining Funds to General Fund Building and Equipment Committed Fund Balance

Associate County Engineer Vincent Simek briefly detailed the project. **Supervisor Stacey offered a motion, second by Supervisor Schaefer, to approve the resolution Authorizing the Closure of the Sheriff's Office Lobby Renovation Project and Transferring Remaining Funds to General Fund Building and Equipment Committed Fund Balance. Motion carried 5-0.**

8e. Res ** - 12/21 Authorizing the Transfer of \$400,000 from the General Fund Contingency Account to the Health and Human Services Budget to Purchase and Maintain an Appropriate Residential Option to House Sexually Violent Persons
Director-Health and Human Services (HHS)/Superintendent of County Institutions Carlo Nevicosi briefly detailed the definition of a Chapter 980 Supervised Release offender and the role of the Housing Sexually Violent Persons (HSVP) Committee in acquiring suitable residence for this defendant. Nevicosi outlined Wisconsin State Statute and the work completed by the HSVP Committee to date. Nevicosi warned the Committee that the 120 day deadline to find a suitable residence has passed, and a status hearing is scheduled for Wednesday morning; there is the possibility the county may be fined \$100-\$1000 per day in damages by the court, due to not having a residence established. Discussion ensued relative to the type of property being considered and community backlash. **Vice Chair Monroe offered a motion, second by Chair Grant, to approve the resolution Authorizing the Transfer of \$400,000 from the General Fund Contingency Account to the Health and Human Services Budget to Purchase and Maintain an Appropriate Residential Option to House Sexually Violent Persons.** Discussion then focused on what the county will do with the property when and if it becomes vacant. County Administrator Mark W. Luberda pointed out the property would be purchased at market value and if the county is no longer in need of the property it should list and sell for market value; adding that the state will be paying the county, under a lease agreement, while the property is occupied by a Chapter 980 offender. Luberda reiterated that the HSVP Committee has been unsuccessful finding another solution, and the consideration to purchase a property is the next reasonable course of action. **Motion carried 4-1 (Stacey.)**

Reports/Announcements by Chairperson – Monroe thanked the highway and SO on behalf of the people on Hwy H on putting the speed control and bus signs out there- very much appreciated.

Confirmation of next meeting date and time: The next meeting was confirmed for Monday December 13, 2021 at 3:30 p.m.

Adjournment

On motion and second by Vice Chair Monroe and Supervisor Schaefer, Chair Grant adjourned the meeting at 4:53 p.m.

Resolution No. 88 - 12/21

Authorizing the Transfer of the Doris Reinke Resource Center from Walworth County to the Walworth County Historical Society

1 Moved/Sponsored by: Public Works Committee

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3 **WHEREAS**, on September 9, 2004, the Walworth County Board of Supervisors accepted the
4 donation of the “Clauer House” from the Walworth County Historical Society via Resolution
5 No. 38-09/04; and,

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7 **WHEREAS**, Walworth County agreed to use the Clauer House (now known as the Doris Reinke
8 Resource Center) primarily for historical and genealogical research; and,

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10 **WHEREAS**, Walworth County agreed to transfer the property back to the Walworth County
11 Historical Society if the property was ever used for purposes other than housing a historical
12 society; and,

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14 **WHEREAS**, Walworth County accepted the transfer of this property via Warranty Deed
15 No. 630310 for the “Clauer House” at 210 South Washington Street, Parcel No. YRW2 00010,
16 on February 1, 2005; and,

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18 **WHEREAS**, from February 2, 2005 until October 24, 2021, the Walworth County Historical
19 Society used this property for historical purposes pursuant to the terms of a lease with Walworth
20 County; and,

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22 **WHEREAS**, on October 24, 2021, the Walworth County Historical Society informed Walworth
23 County that the Walworth County Historical Society vacated the Doris Reinke Resource Center;
24 and,

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26 **WHEREAS**, the Walworth County Historical Society seeks to obtain a deed to the Doris Reinke
27 Resource Center as the property is no longer used for historical society purposes; and,

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29 **WHEREAS**, Walworth County agrees to transfer the Doris Reinke Resource Center located at
30 210 South Washington Street to the Walworth County Historical Society.

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32 **NOW, THEREFORE, BE IT RESOLVED** that the Walworth County Board of Supervisors
33 authorizes the appropriate County officials to transfer the Doris Reinke Resource Center located
34 in Elkhorn, Wisconsin at 210 South Washington Street from Walworth County to the Walworth
35 County Historical Society.

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39 _____
40 Nancy Russell
41 County Board Chair

Kimberly S. Bushey
County Clerk

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1 County Board Meeting Date: December 7, 2021

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3 Action Required: Majority Vote _____ Two-thirds Vote X Other _____

Policy and Fiscal Note is attached.

Reviewed and approved pursuant to Section 2-91 of the Walworth County Code of Ordinances:

Michael P. Cotter Date
Corporation Counsel

Jessica Conley Date
Finance Director

Mark W. Luberda Date
County Administrator

If unsigned, exceptions shall be so noted by the County Administrator.

Resolution No. 88 - 12/21

- I. Title:** Authorizing the Transfer of the Doris Reinke Resource Center from Walworth County to the Walworth County Historical Society

- II. Purpose and Policy Impact Statement:** The purpose of this resolution is to transfer the Doris Reinke Resource Center from Walworth County to the Walworth County Historical Society. The Walworth County Historical Society informed the County that the building is no longer being used for the purposes of housing a historical society. The Walworth County Historical Society would like to exercise the reversion clause of the original agreement and receive title to this property.

- III. Budget and Fiscal Impact:** Walworth County added this building to the County’s assets in 2005 at a value of \$200,000. The current book value is \$143,611 at the end of 2021. The transfer of the asset will result in an asset reduction/loss of \$143,611. No cash or budget impact will occur in our fund financial statements; however, this asset value reduction will occur in our government-wide statements reducing our capital assets and reporting an offsetting loss expenditure. Walworth County expects no budgetary impacts as a result of this transfer. Minor maintenance savings may result in the event that our public works staff assisted in repair and maintenance projects to maintain this building.

- IV. Referred to the following standing committee(s) for consideration and date of referral:**

Committee: Public Works Committee Meeting Date: December 7, 2021

Vote:

County Board Meeting Date: December 7, 2021

Policy and fiscal note has been reviewed and approved as an accurate statement of the probable policy and fiscal impacts associated with passage of the attached resolution.			
_____	_____	_____	_____
Michael P. Cotter	Date	Jessica Conley	Date
Corporation Counsel		Finance Director	
_____	_____		
Mark W. Luberda	Date		
County Administrator			