

**Walworth County Board of Supervisors  
Public Works Committee Meeting Minutes  
Monday, March 14, 2022  
Walworth County Government Center, County Board Room 114  
100 West Walworth Street, Elkhorn, Wisconsin**

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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 (audible at 3:31 p.m.), Rick Stacey and Joseph H. Schaefer. A quorum was declared.

**Others in Attendance**

County Staff: Walworth County Administrator Mark W. Luberda and Director-Public Works Richard Hough.

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

**On motion by Vice Chair Monroe, second by Supervisor Stacey, the February 14, 2022 Public Works Committee meeting minutes were approved.**

**Public Comment** – There was none.

**Consent Items**

7a. Bid Awards / Contracts / Specifications

1) Bid Award Recommendation for the CTH B Castle Terrace to Linton Road Reconditioning Project #22-001  
Director-Public Works Richard Hough stated they received a favorable bid which was under budget. **Supervisor Stacey offered a motion, second by Vice Chair Monroe, to approve the Bid Award Recommendation for the CTH B Castle Terrace to Linton Road Reconditioning Project #22-001. Motion carried 5-0.**

7b. Reports

1) Director's Bi-Monthly Report – March 2022  
Hough referred to his Memorandum (Pages 7-9); with specific focus on:

- Decrease in diesel usage year on year
- One Ton Tool Kit Inventory
- Public meetings – 2050 Parks and Open Space Plan
- Overage of brine produced compared to goal

2) Construction & Project Management Report – March 2022  
Hough summarized his Memorandum (Pages 10-11); highlighting:

- County Highway (CTH) O (North)
- CTH ES
- Health and Human Services (HHS) Bathroom Upgrades
- Children with Disabilities Education Board (CDEB) Parking Lot

Hough pointed out a scrivener's error on Page 11-Project Manager(s) Top 3 Summary-W2201: SO Pkg Lot Repair/Replace; where it states "Buds will be due 11APR", this should read "Bids will be due 11APR."

**New Business**

8a. One-time Cooperative Purchase Form 6-220-A for the purchase of Acrylic Waterborne Highway Paint  
Hough stated the purchase came in just under budget. **Supervisor Schaefer offered a motion, second by Supervisor Stacey, to approve the One-time Cooperative Purchase Form 6-220-A for the purchase of Acrylic Waterborne Highway Paint. Motion carried 5-0.**

8b. Resolution \*\* - 04/22 Creating a New Capital Project and Establishing 2022 Design Budget for County Highway O (CTH O) with Capital Projects Fund Road and Bridge Construction Committed Fund Balance  
Hough noted that the CTH O project has been moved up in timeline as it may be a good candidate for utilizing American Rescue Plan Act (ARPA) funding due to the lower threshold for the project to meet federal requirements. Luberda added that this project may even qualify for ARPA funding that would not come out of the portion Walworth County was

awarded. **Vice Chair Monroe offered a motion, second by Supervisor Russell, to approve the resolution Creating a New Capital Project for County Highway O (CTH O.) Motion carried 5-0.**

Hough stated the reserve fund would be utilized to begin the design stage, but it is anticipated that the project will be considered for ARPA funding beginning in 2023. **Supervisor Russell offered a motion, second by Vice Chair Monroe, to approve Establishing the 2022 Design Budget for County Highway O (CTH O.) Motion carried 5-0.**

#### **Reports/Announcements by Chairperson**

Hough thanked Chair Grant for his chairmanship over the Public Works Committee. Chair Grant thanked Committee members and staff stating he is very grateful to all.

**Confirmation of next meeting date and time:** The next meeting was confirmed for Monday, April 25, 2022 at 3:30 p.m.

#### **Adjournment**

**On motion and second by Vice Chair Monroe and Supervisor Stacey, Chair Grant adjourned the meeting at 3:55 p.m.**