

**Walworth County Board of Supervisors  
Public Works Committee  
Monday, March 16, 2020 Meeting Minutes  
County Board Room 114  
Walworth County Government Center  
100 W. Walworth Street, Elkhorn, Wisconsin**

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Chair Rick Stacey called the meeting to order at 3:30 p.m.

Roll call was conducted and a quorum was declared: Chair Rick Stacey, Vice Chair Ken Monroe, and Supervisors Jerry Grant, William Norem and Nancy Russell.

**Others in Attendance**

County staff: Director-Public Works Richard Hough; Corporation Counsel/Director of Land Use Resource Management (LURM) Michael Cotter; County Engineer Joe Kroll; Senior Project Managers John Miller and Joe Latocha; Deputy County Highway Commissioner Barry Pierce; Deputy Director-Asset Matt Mortwedt

**On motion by Supervisor Jerry Grant, second by Supervisor Nancy Russell, the agenda was approved with no withdrawals.**

**On motion by Supervisor William Norem, second by Supervisor Grant, the February 17, 2020 Public Works Committee meeting minutes were approved.**

**Public comment** – There was none.

**Consent Items**

a) Bid Awards/Contracts/Specifications

- 1) Bid Award for replacement of CTH-B Bridge over Ladd Creek, Project #20-001

**Supervisor Grant made a motion, second by Supervisor Norem, to approve the bid award for replacement of CTH-B Bridge over Ladd Creek, Project #20-001. Motion carried 5-0.**

- 2) Bid Award for rehabilitation of CTH-B Bridge from Gregory Drive to Walworth Street, Project #20-002

**Supervisor Grant made a motion, second by Supervisor Norem, to approve the bid award for rehabilitation of CTH-B Bridge from Gregory Drive to Walworth Street, Project #20-002. Motion carried 5-0.**

b) Reports

- 1) Construction and Project Management Report – March 2020

The report was included in the agenda packet.

**New Business**

- Change Order #2 for Sheriff's Office HVAC Replacement with Chiller, Project #W1902

**Supervisor Grant made a motion, second by Supervisor Norem, to approve Change Order #2 for Sheriff's Office HVAC Replacement with Chiller. Motion carried 5-0.**

- Waiver of Competition and Purchasing Report to Committee on the refurbishment of the County's paint truck

- Waiver of Competition and Purchasing Report to Committee on the purchase of a Mack Tandem Axle Chassis and Hendersen First Responder winter equipment  
Director-Public Works Richard Hough said the materials have already been delivered but these items still require approval by the Committee. **Vice Chair Ken Monroe made a motion, second by Supervisor Grant, to approve both items. Motion carried 5-0.**
- Update on the Walworth County Alliance for Children (WCAC) Tree House  
Corporation Counsel/Director of LURM Michael Cotter spoke regarding the items included in the meeting packet related to the Tree House. He explained that in 2016, the agreement was that the County would take a portion of the storm water from the Tree House when they expanded, although this was never put into writing. The proposed expansion did not occur and this would use the numbers from the previously approved proposal. Cotter said the Quit Claim Deed gives the County 27 feet and the proposed resolution allows the appropriate people to sign it if it is approved. He added leadership at the Tree House has already signed the agreements and has been very helpful with the process. **Supervisor Norem made a motion, second by Supervisor Grant, to approve the update. Motion carried 5-0.**
- Update on 10-year Equipment Plan  
Hough presented the chart included in the meeting packet and noted nearly 6 million dollars of procurement has been cut, but said a lot of risk has also been mitigated by looking at the fleet with scrutiny. He noted the County is now able to fund the 10 year equipment plan. He said some lower cost items have not been included, but when a piece of equipment starts to fault, it will be placed on the 10 year plan. He emphasized some lower cost items will not be automatically replaced, as some equipment could last 30 years. **Supervisor Grant made a motion, second by Supervisor Norem, to approve the update. Motion carried 5-0.**
- Briefing on mowing and private use of County rights-of-way  
Chair Stacey said he heard complaints about this policy not being carried out fairly. Hough said it is possible and pointed to the rules that he included in the report. He added they are currently looking to improve Chapter 16 of the ordinances. In the absence of departmental rules, the Highway Maintenance Manual is used, and the State of Wisconsin does require a permit. If a farmer wanted said permit, they would possibly be able to do that. Chair Stacey said the property in question is located on Highway 20 and Hough advised the owner would need to contact the State, and offered Public Works Department's assistance with the process. Chair Stacey said he will advise the citizen to contact the Public Works department for clarification, and restated his desire to ensure the policy is being carried out fairly.

**Reports/Announcements by Chair** – There were none.

**Confirmation of next meeting:** The next meeting was confirmed for Monday April 27, 2020, at 3:30 p.m.

### **Adjournment**

**On motion and second by Vice Chair Monroe and Supervisor Russell, Chair Stacey adjourned the meeting at 3:52 p.m.**