

**Walworth County Board of Supervisors
Public Works Committee Meeting Minutes
Monday, April 24, 2023
Walworth County Government Center, County Board Room 114
100 West Walworth Street, Elkhorn, Wisconsin**

Vice-Chair Kenneth Monroe called the meeting to order at 3:30 p.m.

Roll call was conducted and the following members were present: Chair Rick Stacey (Remote); Vice-Chair Kenneth H. Monroe; and Supervisors Dennis G. Karbowski, Joanne Laufenberg, and Joseph H. Schaefer (Remote). 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; County Engineer Joe Kroll; Senior Project Manager Steve Nichols; and Walworth County Captain –Support Services Todd Neumann.

On motion by Supervisor Karbowski, second by Supervisor Laufenberg, the agenda was approved with no withdrawals.

On motion by Supervisor Laufenberg, second by Supervisor Karbowski, the March 20, 2023 Public Works Committee meeting minutes were approved.

Public Comment – There was none.

Consent Items

7a. Summary Specifications

1) Authorization to Bid Sheriff's Office Law Enforcement Center Parking Lot ReBuild Lot C, Project #W2201
Director of Public Works Richard Hough explained the necessity for the parking lot rebuild of Lot C at the Law Enforcement Center, which is due to improper construction, lack of suitable soils below the parking lot surfaces, and poor maintenance practices. Discussion then focused on the tests conducted to indicate the required depth of base and asphalt for the west access roadway and parking lot; development of a short-term and long-term maintenance program to help prolong the life of the roadway and parking lot; and cost difference between the requested project and simply an asphalt grind and repair. **Chair Rick Stacey offered a motion, second by Supervisor Karbowski, to approve authorization to bid the Law Enforcement Center Parking Lot ReBuild, Lot C, Project #W2201. Motion carried 5-0.**

7b. Reports

1) Construction & Project Management Report – April 2023
Hough referred to and provided an overview of his Memorandum (Pages 11-12) regarding the Construction and Project Management Summary Report – April 2023. County Engineer Joe Kroll reported the County Trunk Highway C project is off to a slow start, as they are waiting for temperatures to rise so the snakes and other critters on the State and Federal Endangered Species Lists can move out of the area. The projected start date with full bridge closure over Turtle Creek is for late May or early June and completion in October. Walworth County Administrator Mark W. Luberda noted the Lakeland Health Care Center (LHCC) remodel project is to be funded by existing reserves turned over by end of year savings from prior years and not by federal funding. **Supervisor Laufenberg offered a motion, second by Supervisor Schaefer, to accept the Construction & Project Management Report. Motion carried 5-0.**

New Business

8a. Res. No. **05/23 Authorizing Closure of Highway Project CTH DD Bridge over Sugar Creek and Transferring Remaining Funds to the Road and Bridge Construction Committed Fund Balance. **Chair Stacey offered a motion, second by Supervisor Laufenberg, to approve the proposed resolution Authorizing Closure of Highway Project CTH DD Bridge over Sugar Creek and Transferring Remaining Funds to the Road and Bridge Construction Committed Fund Balance. Motion carried 5-0.**

8b. Sheriff's Office Data Closet Project

Walworth County Captain –Support Services Todd Neumann summarized his Memorandum (Page 15-16) requesting a budget amendment to construct a data closet to accommodate switch replacement and equipment for security electronics. Discussion ensued.

Supervisor Karbowski offered a motion, second by Supervisor Laufenberg to approve the Sheriff's Office Data Closet Project. Motion carried 5-0.

9. Reports/Announcements by Chairperson – There were none.

Confirmation of next meeting date and time: The next meeting was confirmed for Monday, May 15, 2023 at 3:30 p.m.

Adjournment

On motion and second by Supervisor Karbowski and Supervisor Schaefer, Vice Chair Monroe adjourned the meeting at 3:44 p.m.

Submitted by Kathleen Aukland, Administrative Assistant. Meeting minutes approved by the Public Works Committee at the May 15, 2023 meeting.