

**Walworth County Board of Supervisors
Public Works Committee Meeting Minutes
Monday, April 26, 2021
Walworth County Government Center, County Board Room 114
100 W. Walworth Street, Elkhorn, Wisconsin**

The meeting was called to order at 3:30 p.m. by Chair Jerry Grant.

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 (arrived remotely at 3:31 p.m.) and Joseph H. Schaefer. A quorum was declared.

Others in Attendance:

County Staff: County Administrator Mark W. Luberda; Director-Public Works Richard Hough; Director of Finance Jessica Conely; Deputy Director-Asset Management (PW)/Park General Manager Matt Mortwedt; Associate County Engineer Vincent Simek; Deputy Highway Commissioner Barry Pierce; Senior Project Manager John Miller; Senior Project Manager Joseph Latocha; and County Engineer Joe Kroll.

On motion by Supervisor Russell, second by Supervisor Schaefer, the agenda was approved with no withdrawals.

On motion by Vice Chair Monroe, second by Supervisor Russell, the March 15, 2021 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 Government Center Elevator Replacement, Project #W2019
Director-Public Works Richard Hough there were three bids with only one coming in under budget. **Supervisor Russell offered a motion, second by Supervisor Schaefer, to approve the Bid Award Recommendation. Motion carried 5-0.**

7b. Reports

1) Construction & Project Management Report – April 2021

Hough summarized his Memorandum (Pages 7-9) and shared the presentation Public Works Committee (Apr 2021) highlighting:

- Government Center Elevator
- Security Projects
- Facilities Master Plan
- Fourth Park Analysis
- Future Trail Analysis

Hough warned that due to a vendor having been trapped in the Government Center Elevator, it's being monitored closely and may need to be decommissioned until replaced; scheduled for July.

Supervisor Russell suggested to consider applying for a grant from the Stewardship Fund in reference to the Fourth Park Analysis.

2) Public Works Bi-Monthly Report – April 2021

Hough referred to his Memorandum (Pages 10-13) with specific focus on:

- Accumulated Overtime and Unscheduled Pay
- Brine maker and tanks

- Internal Policy
- Storm Water Prevention Plan (SWPP)
- 5-Year Solid Waste Management Implementation Plan

New Business

8a. Approval to enter into an Intergovernmental Agreement (IGA) with Walworth County Metropolitan Sewerage District and the City of Elkhorn for the cleaning and televising of the Walworth County's Lakeland Campus sanitary sewer system.

Hough referred to the draft Intergovernmental Agreement (IGA) presented to the Committee last month stating this is a finalized version. Hough stated there is not a contract as of yet; this agreement will allow Walworth County Metropolitan Sewerage District (WalCoMet) to bid out the project; in which Walworth County has a maximum \$20,000 budgeted. The \$20,000 will allow for 50% of infrastructure to be completed this year with the remainder completed in 2022. Associate County Engineer Vincent Simek reiterated that the IGA allows for taking advantage of a larger contract; creating the best price point for this project. Hough stated there has been preliminary negotiation with Aurora Lakeland Hospital to have their lawyers look at an agreement to divide the shared infrastructure and identify means of forward billing. Hough shared there will need to be follow-up with Aurora given negotiation has stalled at this point. Discussion ensued relative to the process of televising and cleaning. **Vice Chair Monroe offered a motion, second by Supervisor Russell, to approve the Intergovernmental Agreement with Walworth County Metropolitan Sewerage District and the City of Elkhorn for the cleaning and televising of the Walworth County's Lakeland Campus sanitary sewer system. Motion carried 5-0.**

8b. Resolution **- 05/21 Authorizing the Public Works 2017 Brine Maker, One 2004 Mack Tandem Truck with Attachments, and Two 2006 Mack Tandem Trucks with Attachments to be Declared Surplus and Authorizing Staff to Dispose of the Assets.

Hough announced the state is taking back ownership of the 2017 Brine Maker; requiring the County to declare it surplus. The three tandem trucks are at end of their life cycle and will be replaced with two new trucks, in a continuing effort to reduce the fleet. **Supervisor Stacey offered a motion, second by Vice Chair Monroe, to approve the resolution Authorizing the Public Works 2017 Brine Maker, One 2004 Mack Tandem Truck with Attachments, and Two 2006 Mack Tandem Trucks with Attachments to be Declared Surplus and Authorizing Staff to Dispose of the Assets. Motion carried 5-0.**

8c. Resolution ** - 05/21 Authorizing Walworth County's Intent to Participate in Negotiations regarding the Mallard Ridge Landfill, Inc. proposed Western Expansion (Siting Resolution)

Hough stated that the last time Mallard Ridge expanded, in 2012, the County did appoint negotiators to participate. Those negotiations resulted in an agreement that created revenue that has been used for recycling programs such as Clean Sweep. Hough is asking for the Committee's input as to who should participate in the negotiations. Russell suggested Hough and County Administrator Mark W. Lubberda serve as participants; both were agreeable.

Supervisor Russell offered a motion, second by Supervisor Schaefer, to approve the Director-Public Works and the County Administrator to Participate in Negotiations regarding the Mallard Ridge Landfill, Inc. proposed Western Expansion. Lubberda requested that the motion be amended to include that he may appoint a designee of his choosing to attend in his place if necessary. **Supervisor Russell offered a motion, second by Supervisor Schaefer, to approve the resolution as amended. Motion carried 5-0.**

8d. Resolution ** - 05/21 Approving the 5-year Solid Waste Management and Recycling Implementation Plan for Walworth County Solid Waste Program.

Hough reiterated that the current plan was published in 1994. He then referred to and briefly detailed the Walworth County Public Works Committee Solid Waste Management and Recycling Implementation Plan 2021-2026 for Walworth County Facilities and Countywide Programs (Pages 27-48). Discussion then focused on adding collection sites for waste drop-off and how the County can support the municipalities with their own collection programs. **Supervisor Schaefer offered a motion, second by Vice Chair Monroe, to approve the resolution**

Approving the 5-year Solid Waste Management and Recycling Implementation Plan for Walworth County Solid Waste Program. Motion carried 5-0.

8e. Resolution ** - 05/21 Allocating/Transferring Highway Fund Available Net Position to Pavement Management System & Analysis Study Project

Hough stated that the Public Works Department lacks the information it needs to make proper decisions on highway maintenance and improvement; due to the state using a manual, subjective highway survey protocol known as the Pavement Surface Evaluation and Rating (PACER) system. Hough advised that the Pavement Management System & Analysis Study Project is a computer generated analysis that reads the surface cracks of a roadway. This system will provide the technology to evaluate surface, sub-surface and drainage issues; and provide data exploring the balance between maintenance and improvement. The output from this will provide a 10 year maintenance strategy to help make technological decisions for improvements at an average cost of approximately \$16,000 per year. **Supervisor Stacey offered a motion, second by Supervisor Schaefer, to approve the resolution Allocating/Transferring Highway Fund Available Net Position to a Pavement Management System & Analysis Study Project. Motion carried 5-0.**

8f. Discussion on Disputed Bridge Ownership and Value of the Wisconsin River Rail Transit Commission
Hough referred to his Memorandum (Pages 52-54) detailing the history and current state of four bridges in Walworth County. Hough is preparing a letter articulating the County Rail Bridge Management Concerns to the Walworth County Commissioners of the Wisconsin River Rail Transit Commission (WRRTC.) The intent is for the commissioners to convey concerns at the WRRTC meeting in June and then report back to the Public Works Committee with any updates. Discussion ensued.

Reports/Announcements by Chairperson – There was none.

Confirmation of next meeting: The next meeting was confirmed for Monday, May 17, 2021 at 3:30 p.m.

Adjournment

On motion and second by Vice Chair Monroe and Supervisor Russell, Chair Grant adjourned the meeting at 4:59 p.m.