

**Walworth County Board of Supervisors  
Public Works Committee  
Monday, April 27, 2020 Meeting Minutes  
County Board Room 114  
Walworth County Government Center  
100 W. Walworth Street, Elkhorn, Wisconsin**

---

Director-Public Works Richard Hough 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: Supervisors Rick Stacey, Nancy Russell, Ken Monroe, Jerry Grant, and Joseph Schaefer. A quorum was declared.

Others present, either in person or by remote attendance:

County Staff: County Administrator Mark Luberda; Director-Public Works Richard Hough; Undersheriff Dave Gerber; Captain of Support Services Scott McClory; Sheriff's Office Business Manager Sarah Richards

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

**On motion by Supervisor Ken Monroe, second by Supervisor Nancy Russell, the March 16, 2020 Public Works Committee meeting minutes were approved.**

**Public comment** – There was none.

**Special Order of Business**

a) Nominations/Election of Chair of Public Works Committee

Hough accepted nominations for chair. **Supervisor Stacey made a motion, second by Supervisor Russell, to nominate Supervisor Grant for Committee Chair.** Supervisor Joseph Schaefer made a motion to nominate Rick Stacey, however no second was made. Hough asked three times for other nominations. **Supervisor Monroe made a motion, second by Supervisor Russell, to close nominations and cast a unanimous ballot for Supervisor Grant as Chair. Motion carried 5-0.** Chair Grant presided over the remainder of the meeting.

b) Nominations/Election of Vice Chair of Public Works Committee

**Supervisor Stacey made a motion, second by Supervisor Schaefer, to nominate Supervisor Monroe for Committee Vice Chair.** Chair Grant asked three times for other nominations. Chair Grant made a motion to nominate Supervisor Stacey, however no second was made. **Supervisor Russell made a motion, second by Supervisor Schaefer, to close the nominations and cast a unanimous ballot for Supervisor Monroe as Vice Chair. Motion carried 5-0.**

c) Role of the Public Works Committee

Chair Grant noted this information was included in the meeting packet.

**Consent Items**

Supervisor Russell asked for Item 8.a.5. to be considered separately. **Vice Chair Monroe made a motion, second by Supervisor Stacey, to approve the remaining consent items. Motion carried 5-0.**

a) Bid Awards/Contracts/Specifications

- 1) Summary Specifications for Auditorium Audio Visual Equipment for the new Health & Human Services Building, Project #18-014-3-1

- 2) Summary Specifications for the Government Center Basement Water Remediation Project #W1923
- 3) Bid Award for HFRS-2 Emulsion Oil Transport & Application for County Chip Seal Pavement Preservation Program
- 4) Bid Award for Roadway Materials for Aggregate used from County-wide Businesses
- 5) Bid Award for Lakeland School Sensory Lab Reconfiguration, Project #W1810

Hough discussed this item and distributed a document that was also presented on the screen for those attending remotely. He noted there were some late decisions in Purchasing regarding how to award the project. Chair Grant asked what the sensory lab is going to do, and Hough said he believes it will be a simulation exercise that is related to science/math/engineering and is supposed to be positive for the mental health of the student body to assist with calming. **Supervisor Russell made a motion, second by Supervisor Schaefer, to approve the bid award for Lakeland School Sensory Lab Reconfiguration, Project #W1810. Motion carried 5-0.**

b) Reports

- 1) Director's Bi-Monthly Report

Hough presented the report included in the meeting packet. He noted the mild winter allowed for the County's salt stock to remain mainly intact, which will allow for cost savings for next winter. He also acknowledged Barry Pierce, Matt Mortwedt, and Brent Brooks in Public Works for an excellent job supporting the Emergency Operations Center (EOC) in moving materials and logistic support.

- 2) Construction & Project Management Report – April 2020

Hough presented the report included in the meeting packet. He noted that once there is a new Associate Engineer, the department will be able to move forward with the Master Plan. Supervisor Stacey asked about the brine production and the possibility of selling to municipalities. Hough said some municipalities have started discussing the possibility of increasing their brine production as well. Supervisor Russell requested to see a report at a future meeting displaying how much salt is saved by using brine instead, as it relates to the environment. Hough said he will provide this information at the next meeting.

- 3) Report on the Rebid of Project #20-002-1; Reconditioning of CTH-B from Gregory Drive to Walworth Street in the Village of Genoa City

Hough said this project is in the process of being rebid.

**New Business**

- Create new 2020 CIP for Sheriff's Office to purchase Replacement Squad Vehicle, Project #W2051, subject to Finance Committee approval

Undersheriff Dave Gerber said a squad car was intentionally struck on March 20<sup>th</sup>, and therefore needs to be replaced. Captain Scott McClory noted the squad will be declared a total loss and there is full replacement coverage on the vehicle. **Supervisor Stacey made a motion, second by Supervisor Russell, to approve the new 2020 CIP for Sheriff's Office to purchase a replacement squad vehicle. Motion carried 5-0.**

- Approval of Health & Human Services Change Order #18-014-CO12

Hough said the unsuitable soils was a legal issue that has been dealt with and settled. **Supervisor Stacey made a motion, second by Vice Chair Monroe, to approve the change order. Motion carried 5-0.**

- Approval of a One-Time Cooperative Purchase of Acrylic Waterborne Highway Paint  
**Supervisor Russell made a motion, second by Supervisor Stacey to approve the one-time cooperative purchase of acrylic waterborne highway paint. Motion carried 5-0.**
- Approval of a One-Time Cooperative Purchase of Winter Equipment from Henderson that was not included in the packet for the March 16, 2020 Public Works Committee Meeting  
**Vice Chair Monroe made a motion, second by Supervisor Russell, to approve the one-time cooperative purchase of winter equipment from Henderson. Motion carried 5-0.**
- Change in Scope to purchase One Henderson First Responder Truck with Tow Capacity, Project #W2028  
Hough said the change is to include a double wing, which along with brine capability, will allow for multiple lane coverage. **Supervisor Stacey made a motion, second by Supervisor Russell, to approve the change in scope. Motion carried 5-0.**
- Approval of One-Time Cooperative Purchase of the Lakeland School Steam Stem Sensory Lab Program  
**Vice Chair Monroe made a motion, second by Supervisor Russell, to approve the one-time cooperative purchase of the Lakeland School Steam Stem Sensory Lab Program. Motion carried 5-0.**

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

**Confirmation of next meeting:** The next meeting was confirmed for Monday May 18, 2020, at 3:30 p.m.

#### **Adjournment**

**On motion and second by Supervisor Stacey and Vice Chair Monroe, Chair Grant adjourned the meeting at 4:03 p.m.**