

**Walworth County Board of Supervisors
Public Works Committee Meeting Minutes
Monday, May 16, 2022
Walworth County Government Center, County Board Room 114
100 West Walworth Street, Elkhorn, Wisconsin**

Chair Rick Stacey 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 Rick Stacey; Vice-Chair Kenneth H. Monroe; Supervisors Dennis G. Karbowski, Joanne Laufenberg, and Joseph H. Schaefer. A quorum was declared.

Others in Attendance

County Staff: Walworth County Administrator Mark W. Luberda; Director-Public Works Richard Hough; Deputy County Highway Commissioner Barry Pierce; Director-Finance Jessica Conley; and County Engineer Joe Kroll.

Members of the Public: Dave Hemmerich Baxter & Woodman, LLC and Gary A. Phinney, Town of Troy.

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

On motion by Vice-Chair Monroe, second by Supervisor Schaefer, the April 25, 2022 Public Works Committee meeting minutes were approved.

Public Comment – There was none.

Consent Items

7a. Reports

1) Construction & Project Management Report – May 2022

Director-Public Works Richard Hough summarized his Memorandum (Pages 7-9); highlighting:

- Director’s Top Five Projects
- Change Orders
- County Engineer Major Project Summary
- Associate County Engineer Top 3 Project Summary
- Project Manager(s) Top 3 Summary

Supervisor Karbowski offered a motion, second by Vice-Chair Monroe, to accept the Construction & Project Management Report. Motion carried 5-0.

2) Director’s Bi-Monthly Report – May 2022

Hough referred to his Memorandum (Pages 10-12); with specific focus on:

- Difficulty hiring seasonal Limited Term Employment (LTE) staff
- Annual surplus activities
- Preventive Maintenance Checks and Services (PMCS)
- Internal Policy Drafts

Vice-Chair Monroe offered a motion, second by Supervisor Schaefer, to accept the Director’s Bi-Monthly Report. Motion carried 5-0.

3) 2022 Department of Natural Resources (DNR) Compliance Maintenance Annual Report (CMAR) on the County Campus Wastewater Sewage Collection System

Supervisor Schaefer offered a motion, second by Supervisor Karbowski, to accept the 2022 Department of Natural Resources (DNR) Compliance Maintenance Annual Report (CMAR) on the County Campus Wastewater Sewage Collection System. Motion carried 5-0.

4) Pavement Study Review and DRAFT Update 10-Year Highway & Bridge Improvement Plan

Hough explained the Pavement Surface Evaluation and Rating (PASER) system, timeframe in which surveys are performed, and results of the technical survey completed in 2021. Hough proceeded with the presentation Public Works Committee (May 22) Pavement Study & Highway Funding Report: Keeping Good Roads Good; highlighting:

- Planning & Presentation Facts and Assumptions

- Pavement Condition Index (PCI) Range/Maintenance & Rehabilitation (M&R) Recommendations
- Predicted Pavement Condition (2030) for County Highways
- Fed Funding (Scenarios 1-4) – Summaries
- Department Strategy

Discussion then focused on different types of asphalt mixes, reserve fund account balances, and American Rescue Plan Act (ARPA) funding for road maintenance. **Supervisor Schaefer offered a motion, second by Vice-Chair Monroe, to accept the Pavement Study Review and DRAFT Update 10-Year Highway & Bridge Improvement Plan. Motion carried 5-0.**

New Business

8a. Resolution No. **-06/22 Adopting the Parking Lot Maps for the Judicial Center Facility Created by Section 66-156(2) of the Walworth County Code of Ordinances

Vice-Chair Monroe offered a motion, second by Supervisor Karbowski, to approve the resolution Adopting the Parking Lot Maps for the Judicial Center Facility Created by Section 66-156(2) of the Walworth County Code of Ordinances. Motion carried 5-0.

8b. Resolution No. **-06/22 Creating a new Capital Improvement Project and Budget Amendment to Purchase Three (3) 10K Gallon Brine Tanks and Equipment using Wisconsin Department of Transportation Routine Maintenance Agreement (RMA) Funds

Deputy County Highway Commissioner Barry Pierce shared that the State has directed Walworth County to use a portion of the winter Routine Maintenance Agreement (RMA) funds to purchase three additional brine tanks to be placed strategically throughout the county, allowing drivers to refill while in the field and eliminate trips back to Public Works. Hough noted that labor costs associated with installation of the new tanks will also be covered by state funds. **Supervisor Karbowski offered a motion, second by Supervisor Schaefer, to approve the resolution Creating a new Capital Improvement Project and Budget Amendment to Purchase Three (3) 10K Gallon Brine Tanks and Equipment using Wisconsin Department of Transportation Routine Maintenance Agreement (RMA) Funds. Motion carried 5-0.**

8c. Resolution No. **-06/22 Authorizing the Closure of Highway Project CTH U from CTH B to Kenosha County Line and Transferring Remaining Funds to the Road and Bridge Construction Committed Fund Balance

County Engineer Joe Kroll stated this two part project is completed and excess dollars will be returned to the Highway Fund. **Vice-Chair Monroe offered a motion, second by Supervisor Karbowski, to approve the resolution Authorizing the Closure of Highway Project CTH U from CTH B to Kenosha County Line and Transferring Remaining Funds to the Road and Bridge Construction Committed Fund Balance. Motion carried 5-0.**

8d. Resolution No. **-06/22 Authorizing the Public Works Hydro Seeder to be Declared Surplus and Authorizing Staff to Dispose of the Asset

Hough stated the department has moved in a new direction and there is no longer a need for this equipment in Walworth County. He advised that the retail value is close to what was originally paid for the equipment making this the optimal time to sell. **Supervisor Laufenberg offered a motion, second by Supervisor Karbowski, to approve the resolution Authorizing the Public Works Hydro Seeder to be Declared Surplus and Authorizing Staff to Dispose of the Asset. Discussion ensued relative to the auction site. Motion carried 5-0.**

8e. Consideration of County Project Funding Request for Future CTH X Reconstruction from the Village of Darien Tax Incremental Financing District (TID) #4

Director-Finance Jessica Conley provided a detailed summation of her Memorandum, Hough's Memorandum, and the Business Terms of Development Agreement – NewCold and Darien-Draft 4/27 which was included in the packet (Pages 240-250.) Discussion ensued. **Vice-Chair Monroe offered a motion, second by Supervisor Schaefer requesting a project for Walworth County to reconstruct one half-mile portion of County Highway (CTH) X to concrete be added to the project plan for the Village of Darien Tax Incremental Financing District (TID) #4.**

8f. Correspondence from Gary A. Phinney of Southeastern Wisconsin Riding Enthusiasts, Inc. on behalf of residents of Town of Troy who have the desire to pass an ordinance allowing ATV/UTV usage on the Town Roads
Hough provided facts from state statute requirements, information from Polk County, and department suggestions. Gary A. Phinney of Southeastern Wisconsin Riding Enthusiasts, Inc. appeared and provided comment in favor of passing an ordinance. Hough requested this item be tabled to allow conversations with the Sheriff's Office and Corporation Counsel; the completion of the road network study already in progress; identify various signage posting locations, and consideration as to how the county may benefit from such an ordinance. **Vice-Chair Monroe offered a motion, second by Supervisor Schaefer, to table Correspondence from Gary A. Phinney of Southeastern Wisconsin Riding Enthusiasts, Inc. on behalf of residents of Town of Troy who have the desire to pass an ordinance allowing ATV/UTV usage on the Town Roads, to the September Public Works Committee meeting to allow for further study.**

8g. Proposed Waiver of Competition for Transportation Program Vehicles
Supervisor Laufenberg offered a motion, second by Vice-Chair Monroe, to approve the Proposed Waiver of Competition for Transportation Program Vehicles. Motion carried 5-0.

Reports/Announcements by Chairperson – There were none.

Confirmation of next meeting date and time: The next meeting was confirmed for Monday, June 20, 2022 at 3:30 p.m.

Adjournment

On motion and second by Vice-Chair Monroe and Supervisor Schaefer, Chair Stacey adjourned the meeting at 5:41 p.m.