

**Walworth County Board of Supervisors
Public Works Committee
Monday, June 15, 2020 Meeting Minutes
Walworth County Government Center, County Board Room 114
100 W. Walworth Street, Elkhorn, Wisconsin**

Chair Jerry Grant 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 Jerry Grant, Vice Chair Ken Monroe, and Supervisors Rick Stacey, Nancy Russell, and Joseph Schaefer. A quorum was declared.

Others present, either in person or by remote attendance:

County Staff: County Administrator Mark Luberdia; Director-Public Works Richard Hough; Health and Human Services Director Elizabeth Aldred

On motion by Supervisor Rick Stacey, second by Supervisor Nancy Russell, the agenda was approved with no withdrawals.

On motion by Vice Chair Ken Monroe, second by Supervisor Stacey, the May 18, 2020 Public Works Committee meeting minutes were approved.

Public comment – There was none.

Consent Items

a) Bid Awards/Contracts/Specifications

- 1) Bid Award Recommendation for Audio Visual Equipment for the Health and Human Services Auditorium, Project #18-014-3-1

Vice Chair Monroe made a motion, second by Supervisor Stacey, to approve the bid award recommendation for Audio Visual Equipment for the Health and Human Services Auditorium, Project #18-014-3-1. Motion carried 5-0.

- 2) Bid Award Recommendation #20-038 for Lakeland Health Care Center Parking Lot Phase II, Project #C1802

Supervisor Russell made a motion, second by Supervisor Joseph Schaefer, to approve bid award recommendation #20-038 for Lakeland Health Care Center Parking Lot Phase II, Project #C1802. Motion carried 5-0.

- 3) Bid Award Recommendation #20-026 for Law Enforcement Center Lobby and Office Remodel
Hough distributed further information to those attending the meeting and noted it had been emailed to those committee members attending remotely. He said this project would better utilize the space and the cost came in much lower than the original budgeted amount. **Supervisor Stacey made a motion, second by Supervisor Russell, to approve bid award recommendation #20-026 for Law Enforcement Center Lobby and Office Remodel. Motion carried 5-0.**

b) Reports

- 1) Construction and Project Management Report – June 2020

Hough presented the report included in the agenda packet. He highlighted the COVID-19 remodels and said staff has been exploring various options to render offices safer. He said staff are attempting to build a 3 month stock pile of supplies.

2) Director's Bi-Monthly Report – June 2020

Hough presented his report and noted there is an Asset Manager on staff now and she is reining in transaction analysis. He added that the new engineer will start next Monday. Hough said the department has had an excess of equipment and staff are actively downsizing the fleet to be more in line with our operational needs, both now and in the future. Staff has cleared out old warehouses and has been able to park equipment inside, which protects them as well. He added that compared to last year, the County used 18,000 less gallons of diesel fuel and he believes the mild winter made a big impact on usage. **Vice Chair Monroe made a motion, second by Supervisor Stacey, to approve the Construction and Project Management Report – June 2020 and the Director's Bi-Monthly Report – June 2020. Motion carried 5-0.**

3) Report on Sheriff's Office Range Remodel Project #W1366 with respect to Asphalt Contractor's payment, and Breckenridge project completion

Hough noted this is informational. **Vice Chair Monroe made a motion, second by Supervisor Russell, to approve the report. Motion carried 5-0.**

4) The Public Service Commission of Wisconsin FINAL DRAFT of its Strategic Energy Assessment for January 1, 2020 through December 31, 2026

Chair Grant said if there are questions regarding this report moving forward, they will be addressed at that time.

Unfinished Business

- Discussion and possible action regarding the Re-Bid Award on Project #20-002-1, the Reconditioning of CTH-B from Gregory Drive to Walworth Street in the Village of Genoa City
Hough said he encouraged Genoa City officials to attend this meeting and noted that none were in attendance. He added that he and County Engineer Joe Kroll do not recommend moving forward with this project and said he would like it to be placed in the 10 year plan, to be addressed in 2-3 years. He said the road is not falling apart and there is time to ensure the engineering is done properly, and there are other projects where the money could be utilized now. Hough said he will advise the Village of Genoa City to proceed with their portion of the project, if the Committee agrees with the recommendation. **Supervisor Stacey made a motion, second by Supervisor Schaefer, to deny the bid on this project and to place the item on the 10 year plan for redesign. Motion carried 5-0.**

New Business

- Resolution No. **-07/20 Authorizing CTH B (Gregory Drive to CTH H-Genoa) Intergovernmental Agreement with Village of Genoa City and Use of Road/Bridge Construction Committed Funding for County Share of Project

This item was denied per the previous motion.

- Change Order #18-014-CO13 for the Health & Human Services Facility, Project #W1702
Hough noted there is an area of the new Health and Human Services building that has been left incomplete due to a change in plans related to not relocating the Child Support department. He said Veterans Services could possibly move into this space and he has discussed this with Health and Human Services Director Elizabeth Aldred and Veterans Service Officer Nathan Bond. This change order would allow for the possibility of Veteran's Services to move into that space, but it would still be viable for other options as well. Administrator Mark Lubarda said he approves moving this forward to the Committee rather than waiting for budget time, as we can take advantage of the contractor still being

present. Hough said moving the Veteran's Services office is not guaranteed, but it could create other possibilities for the County. Russell expressed concern over the space being handicap-accessible for veterans. Aldred said the space would be next to the Aging and Disability Resource Center (ADRC) on the second floor and close to the elevator, and there would be some space set aside on the first floor as well. **Vice Chair Monroe made a motion, second by Supervisor Russell, to approve Change Order #18-014-CO13 for the Health & Human Services Facility, Project #W1702. Motion carried 5-0.**

- Change Order #4 for the Sheriff's Office HVAC Replacement with Chiller, Project #W1902
Supervisor Stacey made a motion, second by Supervisor Russell, to approve Change Order #4 for the Sheriff's Office HVAC Replacement with Chiller, Project #W1902. Motion carried 5-0.

- Resolution ** – 07/20 Authorizing Closure of the Sheriff's Office Range Remodel Project, #W1366
Vice Chair Monroe made a motion, second by Supervisor Stacey, to approve the resolution authorizing closure of the Sheriff's Office Range Remodel Project, #W1366. Motion carried 5-0.

- Change in Scope of the Law Enforcement Center Exterior Maintenance/Energy Conservation Project, #W2049

Hough said there is a water infiltration issue at the Law Enforcement Center and a solution has been conceived which will fix parts of the issue for the time being. **Supervisor Russell made a motion, second by Supervisor Stacey, to approve the Change in Scope of the Law Enforcement Center Exterior Maintenance/Energy Conservation Project, #W2049. Motion carried 5-0.**

- Authorization for Final Payment to Badger Pools under the Lakeland School CDEB Aquatic Center Upgrade, Project #W8103

Supervisor Russell made a motion, second by Chair Grant, to approve authorization for final payment to Badger Pools under the Lakeland School CDEB Aquatic Center Upgrade, Project #W8103. Motion carried 5-0.

Reports/Announcements by Chair – There were none.

Confirmation of next meeting: The next meeting was confirmed for Monday July 20, 2020, at 3:30 p.m.

Adjournment

On motion and second by Vice Chair Monroe and Supervisor Stacey, Chair Grant adjourned the meeting at 4:05 p.m.