Chair Rick Stacey called the meeting to order at 3:30 p.m.

Roll call was conducted, and the following members were present: Chair Rick Stacey, Vice Chair Ken Monroe, and Supervisors Jerry Grant, William Norem and Nancy Russell. A quorum was declared.

Others in Attendance
County staff: Director-Public Works Richard Hough; County Administrator David Bretl; County Engineer Joe Kroll; Senior Project Managers John Miller and Joe Latocha; Public Works Finance Manager Penny Bishop; Assistant Director-Highway Operations Barry Pierce; Director of IT John Orr; Assistant Director Fleet/Parks/Facilities Dennis Clark

Supervisor Grant made a motion, seconded by Supervisor Norem, to approve the agenda as presented. Motion carried 5-0.

On motion by Vice Chair Monroe, seconded by Supervisor Norem, the November 18, 2019 Public Works Committee meeting minutes were approved by voice vote.

Public comment – There was none.

Consent Items – Reports
a) Bid Awards/Contracts/Specifications
   1) Summary Specifications for Public Works Salt Shed Repair, Project #W1961
   2) Summary Specifications for Lakeland School STEM Sensory Lab, Project #W1810
   3) Summary Specifications for Government Center Basement Water Remediation, Project #W1923
   4) Summary Specifications for Lakeland School Parking Lot Seal Coating, Project #W1908
   5) Summary Specifications for Lakeland Health Care Center (LHCC) Parking Lot Phase II Reconfiguration, Project #C1802

Supervisor Norem made a motion, seconded by Supervisor Grant, to approve all of the summary specifications listed above. Motion carried 5-0.

b) Reports
   1) Construction and Project Management report – December 2019
      Director-Public Works Richard Hough reported the brine production is up and running, with only a few adjustments needed. Liquid brine and salt supplies are ready for the next storm event.
      2) Health and Human Services Facility – Quarterly Progress Report
      County Administrator David Bretl reported employee items and equipment were moved to the new facility last Saturday, December 6th. Employees came in the following day to set up their workstations. Bretl credited Public Works staff for ensuring a smooth transition from the former facility. Hough reported there is some site clean-up remaining. He is waiting for documentation on the existing furniture from the prospective buyer of the former facility.
      3) Sheriff’s Office Roof Project Update
      4) Sheriff’s Office HVAC Project Update

Vice Chair Monroe made a motion, seconded by Supervisor Grant, to approve all of the reports. Motion carried 5-0.
New Business

- Change Order #18-014-C10 for the new Health & Human Services (HHS) Facility, Project #18-014
  County Engineer Joe Kroll reported the project is substantially complete, with a few punch list items remaining. This change order includes furnishing and installing locks on all of the drawers and doors in the Medication Storage and Examination rooms; relocating isolation valves for the chiller to facilitate annual maintenance; and adding additional signage and fire extinguishers requested by the Fire Chief. To date, the contractor has completed $14.8 million of work. This change order brings the total project additions to only a +1.2% change. The Committee commended Public Works and Kroll for their excellent planning and oversight on the project. **Supervisor Grant made a motion, seconded by Supervisor Norem, to approve Change Order #18-014-C10. Motion carried 5-0.**

- Change Order #2 for CTH X County Lane to Creek Road, Project #180X1
  **Supervisor Grant made a motion, seconded by Supervisor Russell, to approve Change Order #2 for Project #180X1. Motion carried 5-0.**

- Change Order #3 for Lakeland Health Care Center (LHCC) Parking Lot Modification – Phase 1
  **Supervisor Grant made a motion, seconded by Vice Chair Monroe, to approve Change Order #3 for the LHCC parking lot modification – Phase 1.** Senior Project Manager Joe Latocha showed the Committee photos from the project, which was initially designed as a simple mill and overlay. However, when the proof roll was conducted, it failed; 1,321 tons of base material, binder patching and the addition of a concrete apron in the north side of the lot was required to stabilize the base and sub-base. **The motion carried 5-0.**

- Approve Change in Scope to the Emergency Operations Center (EOC) Training Room Upgrades, Project #I1902
  IT Director John Orr said he and Sheriff Kurt Picknell met earlier in the year and jointly developed an Administrative Procedure for the use of the EOC, which allows all County departments to utilize the space for trainings and meetings. Failed technical equipment was upgraded as part of the initial project. The change in scope would allow replacement of carpeting and reorganizing the room to allow multiple uses at the same time. **Supervisor Norem made a motion, seconded by Supervisor Russell, to approve the change in scope to the EOC Training Room Upgrades. Motion carried 5-0.**

- Final payment for CTH X County Lane to Creek Road, Project #180X1
  **Supervisor Grant made a motion, seconded by Supervisor Russell, to recommend approval of the final payment on Project #180X1. Motion carried 5-0.**

- Create new CIP for Public Works to purchase Rumble Strips, Project #W1964
  Assistant Director-Highway Operations Barry Pierce reported the Wisconsin Department of Transportation (WisDOT) has mandated the use of Temporary Portable Rumble Strips (TPRS) for all work zone setups on State roadways. Two complete sets of TPRS have to be purchased (each set equals six rumble strips). Since the TPRS are heavy and cumbersome, additional equipment is needed to load and haul the setups to avoid employee injuries from manually lifting the TPRS. Material included in the agenda packet shows examples of how the rumble strips are deployed and used on the roadways. **Vice Chair Monroe made a motion, seconded by Supervisor Norem, to approve the creation of the new CIP to purchase the TPRS. Motion carried 5-0.**
• Resolution **-01/20 Authorizing Transfer of Excess Health and Human Services Project Funds
  Supervisor Grant made a motion, seconded by Supervisor Russell, to recommend approval of the
  resolution transferring the excess Health and Human Services Project funds to the General
  Fund/Building Equipment reserves, with a change in language under item II., Policy and Fiscal
  Note, to read “for $3,000,000 less than originally budgeted.” Motion carried 5-0.

• Resolution **-01/20 Authorizing Closure of the Whitewater Dam Spillway Project
  Supervisor Grant made a motion, seconded by Supervisor Norem, to recommend approval of the
  ordinance authorizing closure of the Whitewater Lake Dam Spillway Project. Motion carried 5-0.

• Request to Amend Section 16-2 to 16-4, and Add Section 16-31 of Chapter 16 of the Walworth
  County Code of Ordinances relating to Facilities Planning and Maintenance Operations
  Hough said the amendments update and correct some terminology and supports the new baseline
  standards for Facilities Management. Article IV codifies the Facility Master Plan and countywide space
  utilization. Supervisor Grant made a motion, seconded by Supervisor Norem, to recommend
  approval of the ordinance. Motion carried 5-0.

• Approval to apply for Multimodal Local Supplement (MLS) program grant funding
  Hough and Kroll have been working with the Village of East Troy on an Intergovernmental Agreement
  for the CTH ES project, a segment of which is located downtown. The Village is planning improvements
  in conjunction with the County project, which include sidewalks, curb and gutters, drainage, and storm
  sewer. Their portion of the project will enhance public safety and improve landscaping and aesthetics in
  the Historic District. A final phase in the project will connect foot traffic from the East Troy Electric
  Railroad depot to the downtown area. The State is offering a one-time Multimodal Local Supplement
  (MLS) program grant, and the Village is applying for the funding. Hough said the Village would benefit
  from most of the funding; however, the County’s interest is in recouping the cost of what we would have
  received in Local Road Improvement Project (LRIP) funding on the project. If the MLS grant is awarded,
  LRIP funding would be shifted from the CTH ES project to the CTH U project. Supervisor Russell
  made a motion, seconded by Supervisor Grant, to approve the MLS grant application. Motion
  carried 5-0.

Reports/Announcements by Chair – There were none.

Confirmation of next Public Works Committee meeting date and time: Monday, January 20, 2020, at
3:30 p.m., County Board Room 114 at the Government Center

Adjournment
On motion by Vice Chair Monroe and Supervisor Norem, Chair Stacey adjourned the meeting at
3:57 p.m.

Submitted by Becky Bechtel, Administrative Assistant. Meeting minutes were approved by the Committee on December 19, 2019.