

Minutes of the Executive Committee
September 12, 2016

Chair Decker called the meeting to order at 1:00 p.m. and led the committee in the Pledge of Allegiance.

Committee Members Present: Chairman Paul Decker, David Swan, David Zimmermann, James Heinrich, Peter Wolff, Christine Howard, and Larry Nelson.

Others Present: Chief of Staff Mark Mader, Legislative Policy Advisor Sarah Spaeth, Director of Public Works Allison Bussler, Departmental Secretary Tony Di Frances, Airport Manager Kurt Stanich, Judge Jennifer Dorow, Clerk of Courts Kathy Madden, Budget Management Specialist Bill Duckwitz, Building Operations Manager Shane Waeghe, District Court Administrator Mike Neimon, Corporation Counsel Eric Weidig, Supervisor Darlene Johnson, Engineering Services Manager Gary Evans, Freeman Reporter Karen Pilarski, and Business Manager Betsy Forrest. Minutes Recorded by Administrative Specialist Beth Schwartz.

Correspondence

Swan made reference to Wisconsin Coach Lines celebrating their 75th Anniversary in business with an event. Bussler made reference to hosting a statewide transportation town hall event at the County's highway department.. Other hosts for the meeting include City of Waukesha Mayor Shawn Reilly and Town of Genesee Wisconsin Towns Association (WTA) Unit Chairperson Sharon Leair.

Approve Minutes of August 15, 2016

Motion: Swan moved, second by Heinrich to approve the minutes of August 14, 2016. Motion carried 7-0.

Review, Discuss and Consider 2017-2021 Capital Projects Plan Relative to:

Public Works-Airport, Central Fleet, Highway Operations, Items 1-3

Public Works-Buildings and Facilities, Items 4-11

Public Works-Highways, Items 12-37

Bussler, Waeghe, Evans, Stanich, and Forrest discussed the following projects. Bussler said all projects are as planned unless otherwise noted as an increase, decrease, delay or delete.

Item 9 Courthouse Project – Secure Courtroom Construction – This project involves construction of a new 4 story, 8 courtroom facility and relocation of 8 existing courtrooms to the new facility. This work also includes the demolition of the existing 1959 jail. RFP documents will be developed and a firm for design will be chosen in 2017, and construction will take place 2018-2020. A total of 26 different construction options were considered and then narrowed down to 3 basic models. Bussler stated secure courtroom construction is about 3-way separation between the public, judiciary and court staff, and prisoners. Each have their own pathway that do not connect, which is considered best practice nationwide to ensure safe prisoner movement. Nelson asked if there would be any additional courtrooms when the project was complete, to which Bussler said there will be the same number of courtrooms but more excess space.

Item 10 Courthouse Project Step 2 – Courthouse Renovation - This project involves renovating the existing Courthouse facility in a 3 stage vertical segmented approach to provide newly renovated facilities for all divisions, except the secure courtrooms addressed in Step 1. Courthouse renovation will also include the installation of new state of the art mechanical, electrical, fire protection, window systems and new wall, floor and ceiling finishes in all renovated areas. This approach will not require temporary offsite relocation of Courthouse personnel. Bussler said renovating in wings instead of floors is the least disruptive option and also the most cost effective and customer friendly way to use the space we already have.

Item 2 Replace Brine Maker/Construct Canopy Roof –Bussler said this project has been delayed to allow for the opportunity to negotiate with WisDOT to share the cost of a new brine-maker as part of a larger salt dome construction project. Decker asked if by next year the department would have more knowledge about what is needed, and Bussler said yes.

Item 3 Fuel Tank Replacement and Infrastructure Project – This project involves 25 above ground and 5 underground tanks that will be replaced with similar tank styles, design, and capabilities. Funding for this project is spread out into later years, which allows for more initial research into replacement strategies and costs before committing too much funding. The budget strategy for the project is to fully fund the project and to utilize funds only as needed to complete improvements when necessitated by aging infrastructure. The most cost effective way is to wait until it fails and then replace it immediately. In answering Decker’s question, Bussler stated that by law the fuel tanks require vigorous constant monitoring. Bussler and Waeghe answered Nelson, Heinrich, Howard and Decker’s questions about monitoring tanks.

Item 4 Communication Center Expansion – This project involves expanding space for the Waukesha Communications Center (WCC) to accommodate additional dispatch agencies and space for the Emergency Operations Center (EOC) to better handle countywide emergencies. The project will also add storage, a garage, and administrative space to free up existing space in the current facility to accommodate future county wide dispatch and better manage significant incidents. By adding new space, the Communication Center will be large enough so every municipality could fit into the building. Howard asked if it is anticipated that other municipalities will join. Bussler said they will not solicit partners.

Item 5 MHC Roof Replacement - This project involves replacing 55,000 gross square feet of rubber roofing which will last approximately 20 years on the Mental Health Center. Nelson asked about the energy efficiency of this type of roof. Waeghe said they expect a return of investment within 20 years.

Item 6 Demolish Former Health & Human Services Building - This project involves demolition of the former Health and Human Services building. The project includes the stabilization of site conditions, the construction of approximately 70 new public parking spaces and the preservation of the existing cellular tower/smoke stack. Bussler said they are now dealing with an appeal process over the decision that the County did not act in good faith trying to sell the former HHS building, and the appeal process was explained. Bussler answered questions from Decker and Nelson about the process of demolishing a landmark and the appeals process. Howard asked about extra costs the County is incurring from the delay of demolition, which Bussler said is considerable.

Item 7 Highway Substations HVAC Upgrades – This project involves a cost increase for the upgrade of HVAC equipment controls at the four Highway Division substations. The project was bid in 2016 with the bids coming in over the consultants cost estimate for the project. The materials and labor were significantly higher than the consultant anticipated resulting in a budget increase for 2017. Bussler and Waeghe said they were strongly displeased with the consultant.

Item 8 HWY Ops-Fleet HVAC Upgrades – This project involves a cost increase for the upgrade of the HVAC infrastructure including pumps, motors, air handling units and heaters at the Highway Operations and Fleet Facilities at a dollar increase.

Item 11 UWW Roofing Upgrades – This project involves a cost decrease. With an aging infrastructure, this ongoing project will repair and replace building envelope components on facilities at the University of Wisconsin–Waukesha (UWW) campus. The roofs will continue to be monitored and patched and repaired on an as-needed basis. Bussler reported this project cost is reduced by \$1 million. In response to Howard’s question, Bussler discussed the tax payer’s role in Waukesha Universities.

Item 12 CTH Q. Oconomowoc River Bridge - This project involves the replacement of the CTH Q bridge over the Oconomowoc River. A single span slab bridge is anticipated, but various structure types will be investigated. The roadway will remain two lanes over the bridge and will be constructed to current standards. The roadway profile will likely need to be raised in elevation at the bridge to provide adequate navigational clearance. This is the County’s oldest bridge and it does include federal funding.

Item 13 CTH YY, Underwood Creek Structure – Bussler said the roadway will remain two lanes over the structure but the substandard shoulder width will be improved to current standards. The project is not straight-forward due to a number of site constraints. Significant additional easements are anticipated. Heinrich asked if federal funding is a possibility between now and construction. Bussler said no, as the bridge must be 20 feet minimum in order to receive funding.

Item 14 CTH Y, Pilak Creek Tributary Bridge Rplc - This project involves replacing the CTH Y structure over an unnamed tributary to Pilak Creek. The roadway will remain a two lane rural section over the structure. Various structure types will be considered. The City of Muskego is planning a bicycle facility along the west side of the highway. Accommodating the bicycle facility may require additional culvert length as well as some land acquisition. No federal funding is available for this project.

Item 15 CTH I, Fox River Bridge - This project involves rehabilitation of the CTH I bridge over the Fox River and is expected to include concrete deck replacement. In addition, the scope is expected to include railing replacement, approach paving, approach guardrail replacement, repair of riprap slope paving, and painting of the pier columns. Construction will begin in 2021 and federal funding must be applied for next year. Heinrich asked how this amount was determined. Evans said it is based on how federal aid is used, in this case toward construction and the project must be built to federal standards.

Item 16 CTH O & I Intersection Reconstruction – This project involves improvements to the intersection at Moorland Road and Beloit Road. Left turn lanes on Moorland Road will be turned into double left turn lanes, right turn islands will be added, Beloit Road will be restriped to provide two lanes in each direction, failing pavement on Moorland Road will be replaced, and traffic signals will be upgraded. This is the first of three Moorland Road projects in the Capital Plan. Evans clarified the location of this project in relation to the other projects for Heinrich. This spot improvement has already been approved for federal funds. Nelson pointed out a discrepancy on two different values in Surface Transportation Program (STP) funding and the amount was clarified.

Item 17 CTH D, Moraine Hills Drive Intersection- This project corrects the safety problems along the curved segment of CTH D at Moraine Drive. Because of the high crash rate and one fatality, this project will be completely covered by federal funding. Heinrich expressed his concern for changing many curved roads because of accidents. Evans said this realignment is being done only because of the high accident rate.

Item 18 CTH E, Woodland Drive Intersection – This project corrects the safety problems along the curved segment of CTH E at Woodland Drive. Construction will begin in 2022 to correct the high number of run-off-the-road crashes and instance of fatality. In answering Howard’s question, Evans said they have not yet applied for federal funds at this stage. Evans went on to say the County’s two lane highway system is problematic, and instead of redoing the entire road system the effort is in trying to spot fix the worst problems.

Item 19 Waukesha West Bypass – Bussler said the final design and real estate acquisition is now complete for the portion of the project from USH to Northview. Construction was due to begin in 2016 but was delayed due to difficulties in obtaining US Army Corps of Engineers permits. Construction for the County’s portion of the project is now scheduled for 2017 and the WisDOT portion of the project for 2018. Bussler said the project will be proceeding but federal dollars have been capped, leaving only local cost remaining. In answering Nelson’s questions, Bussler said this has taken longer than planned but the project is closer to realization than ever before.

Item 20 CTH I, CTH ES to CTH O Rehab- This project involves the rehabilitation/reconstruction of CTH I to bring it up to current standards. Improvements include widening the roadway, shoulders and clear zone areas, regrading the ditches and drainage areas, and improving the side road intersections. Land acquisition costs are reduced due to a reduction in right of way width between CTH ES and Calhoun Road.

Item 21 CTH M, Calhoun Road to East County Line – Bussler said due to some anticipated high construction costs at or near Pilgrim Road, this project has been combined with Project #201202 (See Below- CTH M, Calhoun Road to CTH YY) to form a single project to construct CTH M from Calhoun Rd to 124th St. To keep approved federal funding, the Wisconsin Department of Transportation needed to move all construction funding to 2020-21. Total project costs remain approximately the same.

Item 22 CTH M, Calhoun Rd – CTH YY – This project was combined with the above project. Moving it resulted in a delay and right-of-way is reduced resulting in a savings. Evans provided clarification to Swan and Decker’s questions regarding the changes to this project.

Item 23 CTH XX, Pebble Brook Creek Bridge - This project involves overlay of the CTH XX bridge over Pebble Brook Creek. A concrete overlay is anticipated, but several overlay types will be considered during design. This project is delayed because the project was not approved for federal funding for the 2015 application, but the County will again apply in 2017. This project will be held off until funding is approved.

Item 24 CTH O, I-94 to USH 18 - Rehabilitation/reconstruction of CTH O to bring it up to current standards. Improvements will include replacing the existing concrete pavement, reconfiguring intersections to improve safety, replacing older traffic signals, minor grading, and adding sidewalks and storm water improvements. Federal funds will pay for this project.

Item 25 CTH SR – Extension, STH 190 to CTH K – Bussler said this project has been deleted from the plan and the funds will be added to the paving program. Answering Swan’s question, Bussler said a study was done and Pewaukee would receive help in applying for federal funds if they chose to pursue it.

Item 26 CTH O, CTH I to CTH ES – Bussler said this project involves the rehabilitation/reconstruction of CTH O to bring it up to current standards. Improvements will include replacing the existing concrete pavement, reconfiguring intersections to improve safety, replacing older traffic signals, minor grading, adding sidewalks and storm water improvements.

Item 27 CTH C, Hasslinger Drive Intersection – Bussler said this project will correct the safety problems along the curved segment of CTH C (Kettle Moraine Drive) at Hasslinger Drive. This intersection has resulted in a fatality but it does not qualify for federal funds. Multiple supervisors commented on the terrible traffic on this curved portion of the road.

Item 28 CTH V V, Hickory Street to CTH F – Bussler said the Village of Sussex and the County have signed a jurisdictional transfer agreement to transfer approximately half of one mile of CTH V V to the Village. The agreement would include a cost share agreement for any amenities that might be requested by the Village. Bussler said with the scope change and revenue update federal funds were denied so state funds will now be applied for.

Item 29 CTH D, Calhoun Road to 124th Street Rehabilitation – Bussler said this project involves the rehabilitation of CTH D between Calhoun Road and 124th Street and the rehabilitation of the culverts at Deer Creek. The roadway will be rehabilitated with minor shoulder and intersection improvements. The bridge rehabilitation portion was originally proposed as a separate capital project #201303 (See Below- CTH D, Deer Creek Bridge).

Item 30 CTH D, Deer Creek Bridge – This project was deleted and absorbed by the CTH D, Calhoun Road to 124th Street Rehabilitation Project (See Above).

Item 31 Bridge Aid Program – Through 2017 & Item 32 Bridge Aid Program: 2018-2022 - Bussler said this program provides assistance to municipalities for the replacement of large drainage structures. The project normally provides 50% of the funding for engineering, design, and construction of town, village, or city-initiated projects that do not receive federal or state aid. Bussler said that because the funds were not utilized

they stopped contributing to the program. However, when a slew of applications was received and there was not enough federal funding, this program was able to help provide aid. Answering Heinrich's question, Bussler said by the time other jurisdictions come to Waukesha County for help they are in dire need, and as a result take much less than they would receive with federal funding. Nelson asked for clarification on providing funding to other jurisdictions, to which Bussler and Evans provided examples and said if the funds do not get used they are saved.

Item 33 Culvert Replacement Program Through 2017 & Item 34 Culvert Replacement Program 2018– 2022- This project involves providing annual funding for a countywide culvert replacement program.

Item 35 Repaving Program 2013-2017 – Bussler said this project provides resurface or rehabilitation of county trunk highways to remove distressed areas and provide improved riding surfaces. Crush, relay and surface or other alternative methods will be used as necessary in lieu of a simple patch and overlay. Additional funds are added each year of the program to reflect additional funding needed to maintain pavement condition at its current level. Funding is moved up from 2019 to 2018 to better balance resources in the overall capital plan. Bussler said paving dollars are not stretching as far. Evans attributed this to the Pavement Condition Index (PCI) value dropping, building less miles of roadway than in the past, and construction inflation. Bussler said that with the Courthouse Project being a massive once in a lifetime project, staff are reprioritizing and not creating new projects, instead focusing on the necessary Repaving Program and maintaining what we have. Decker, Swan, Zimmerman, and Nelson asked for further information about the PCI value.

Item 36 Signals & Safety Improvements – Bussler said that this project addresses roadway safety needs in two specific areas. It includes upgrades to existing traffic signals and new locations where traffic signals are warranted and locations where there are significant safety issues. Previously this was a five-year program, changed in 2017 to introduce improvement programs individually. Nelson inquired about roundabouts reducing accident rates, which Evans said crash data shows crash rates or crash severity reduce dramatically with roundabouts. Decker asked about how federal funding was distributed for these improvements. Bussler went on to discuss the various intersection improvements and upgrades this project will address.

Item 1 Airport Ramp Expansion Project – Stanich said this project expands the South and West Airport Terminal Ramps to accommodate requests by aeronautical service providers to construct corporate aircraft hangars. The grass islands that currently divide the main terminal ramp will be filled in with concrete creating more parking for transient aircraft and improve ramp operations. Additionally, the west terminal ramp will connect to the west corporate hangar area significantly increasing safety as well as improving timely delivery of fuel service to corporate customers.

Mader and Decker inquired if there were any other concerns or additional information needed in respect to these projects. The Committee did not feel the need to further discuss Public Works Capital Projects.

Discuss and Consider Ordinance 171-O-040: New Fixed Base Operator Agreement With Waukesha Flying Services, Inc., D/B/A Atlantic Aviation

Stanich explained that Waukesha Flying Services, Inc., D/B/A Atlantic Aviation (Atlantic Aviation) is the current Fixed Base Operator (FBO) at the Waukesha County Airport and has requested a new 22-year FBO lease and operating agreement ahead of the 2018 expiration of their current agreement. Atlantic Aviation plans to invest \$6 million in a new 20,000 to 30,000 square foot corporate aircraft hangar and expand their current corporate hangar, and in addition renovate the airport terminal building interior for better functionality and a more modern, corporate finish. These changes avoid a \$230,000 expenditure of airport fund balance in the Airport Facility Upgrade Capital Project. Renovations and additions include the lobby and waiting area, reception desk, restrooms, internet café and a pilot's lounge. The fiscal impact of the agreement raises an estimated \$134,000 in new annual airport revenue through new land leases, increased share of t-hangar revenue, and estimated fuel flowage fee revenue for total estimated annual contract revenue of \$521,000. This additional revenue will assist in potentially eliminating airport tax levy by 2021. Atlantic

Aviation is a well-established and nationally recognized FBO whose marketing efforts and service agreements provide added benefit to the airport. Stanich said their management of the premises will improve function and marketability and increase occupancy with their already established clients. Decker asked what Atlantic Aviation sees in the Waukesha County Airport to make it a good investment. Stanich said the opportunity to be the sole fuel service provider and location. In answering Swan's question, Stanich said Atlantic Aviation will also provide maintenance.

Motion: Wolff moved, second by Zimmerman to approve Ordinance 171-O-040. Motion carried 7-0.

County Board Committee Reports by Committee Chairs for the Following 2016 Meetings

These were moved to 9/19/16 Executive Committee meeting.

Motion: Wolff moved, Swan second, to adjourn the meeting at 4:28 p.m. Motion carried 7-0.

Respectfully submitted,

Peter M. Wolff
Secretary