

**Minutes of the Public Works Committee  
September 29, 2016**

Chair Dave Swan called the meeting to order at 8:30 a.m.

**Committee Members Present:** Supervisors Dave Swan (Chair), Steve Whittow (left at 9:40 am), Darlene Johnson, Keith Hammitt (arrived at 8:52 am), Richard Morris, Tom Schellinger, and Chuck Wood.

**Others Present:** Legislative Policy Advisor Sarah Spaeth, Director of Public Works Allison Bussler, Business Manager Betsy Forrest, Waukesha Metro Transit Manager Brian Engelking, Airport Manager Kurt Stanich, Waukesha Metro Finance Director Kari Bloedow, Highway Operations Manager Pete Chladil, Fleet Manager Bob Rauchle, Senior Fiscal Specialist Rhiannon Cupkie, Engineering Services Manager Gary Evans, Facilities Manager Shane Waeghe, and Budget Management Specialist Bill Duckwitz. Minutes Recorded by Beth Schwartz, County Board Office.

**Discuss and Consider the 2017 Operating Budget for Transit Services:**

Engelking, Bussler, Bloedow, and Forrest discussed the 2017 operating budget for Transit Services, including the financial and positions summaries, strategic outcomes and objectives, program highlights, and activity data. Both revenues and expenditures total \$1,048,414, an increase of \$5,473 from the adopted 2016 budget. The County tax levy totals \$867,700, no change from 2016. No major concerns were voiced pertaining to this budget.

MOTION: Wood moved, second by Johnson to approve the 2017 budget for Transit Services. Motion carried 6-0.

**Discuss and Consider the 2017 Operating Budget for the Public Works Department**

Bussler, Forrest and other department staff discussed the 2017 operating budget for the Public Works Department, including the financial and positions summaries, strategic outcomes and objectives, budget and program highlights, and activity data. Total all funds, revenues total \$21,293,399, an increase of \$312,442 or 1.5% from the adopted 2016 budget. The County tax levy totals \$11,109,428, a decrease of \$57,000 or -0.5%. Expenditures total \$32,398,460, an increase of \$253,883 or 0.8%. The positions summary shows a decrease of 0.92 for a total of 144.51 FTE positions. Bussler noted the FTE position of flagger will be replaced by portable traffic signals, which has a two year return on investment and prevents injuries and fatalities. No major concerns were voiced pertaining to this budget.

Whittow left the meeting at 9:40 a.m.

MOTION: Morris moved, second by Hammitt to approve the 2017 budget for the Public Works Department. Motion carried 6-0.

**Approve Minutes of September 15, 2016**

MOTION: Morris moved, second by Hammitt to approve the minutes of September 15, 2016. Motion carried 6-0.

**Correspondence**

Bussler said tonight is the statewide transportation town hall event at the County Highway Division and encouraged committee members to attend. She will co-host the meeting with City of Waukesha Mayor Shawn Reilly and Town of Genesee Wisconsin Towns Association (WTA) Unit Chairperson Sharon Leair. Swan mentioned attending the Wisconsin Counties Association Conference with County Board staff and Supervisors.

**Executive Committee Report of September 19, 2016**

Swan reported on the following items discussed at the Executive Committee meeting:

- Discussed capital projects relative to Information Technology and Parks and Land Use
- Approved two appointments
- Heard standing committee reports from committee chairs.

**Future Agenda Items**

Spaeth said presentations are planned through the remainder of 2016.

**Future Meeting Date(s)**

- October 13, 2016
- November 10, 2016

MOTION: Johnson moved, second by Wood to adjourn the meeting at 11:04 a.m. Motion carried 6-0.

Respectfully submitted,

Richard Morris  
Secretary