

**Minutes of the Public Works Committee
September 15, 2016**

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

Committee Members Present: Supervisors Dave Swan (Chair), Steve Whittow, Darlene Johnson, Keith Hammit, Richard Morris, Tom Schellinger, and Chuck Wood.

Others Present: Legislative Policy Advisor Sarah Spaeth, Director of Public Works Allison Bussler, Airport Manager Kurt Stanich, Senior Landscape Architect Jason Wilke, Construction Project Supervisor Jeff Lisiecki, Park System Manager Steve Brunner, Facilities Supervisor Javier Ramos, Business Manager Betsy Forrest, Fleet Manager Bob Rauchle, Departmental Secretary Tony DiFrances, Budget Management Specialist Bill Duckwitz, Corporation Counsel Eric Weidig, Judge Jennifer Dorow, Solid Waste Supervisor Rebecca Mattano, Recycling Specialist Kelly Mehring, Engineering Services Manager Gary Evans, Facilities Manager Shane Waeghe, Charlie Webb representing CH2MHill, Nick Road representing Atlantic Aviation, and Mike Korgan representing Atlantic Aviation. Minutes Recorded by Beth Schwartz, County Board Office.

Approve Bid Retzer Environmental Learning Center Remodeling Project

Brunner said this project remodels the interior of Retzer Environmental Learning Center for the Recycling Education Program, which will create one comprehensive environmental learning program. This was a competitive bidding process and contractor J.H. Hassinger Construction Services was awarded the contract in the sum amount of \$255,037.00. Johnson asked if the department had worked with this contractor before, and Brunner said they had.

MOTION: Morris moved, second by Whittow to approve the bid for Retzer Environmental Learning Center Remodeling Project. Motion carried 7-0.

Approve Bid Highway Operations Painting #2016HOP

Lisiecki recommended the award of contract to Service Painting Corporation in the sum of \$55,000. The contractor will clean interior spaces and repaint them, caused by highway vehicle soot built up over years. He said now is the ideal time to perform the painting. Morris asked how much was in the budget for this bid, to which Lisiecki said this is part of the five year building improvement plan

MOTION: Schellinger moved, second by Hammitt to approve the bid for Highway Operations Painting #2016HOP. Motion carried 7-0.

Approve Bid PLU16-05 Building Razing

Todd is not presenting the bid at this time as the contract is under \$25,000 and does not require the approval of the Committee.

Approve Bid PLU 16-07 Naga-Waukee and Wanaki Golf Course Lighting Updates

Wilke recommended the award of contract to Vini Solar Engineering & Electric. This bid is part of Capital Project # 201208 (Energy Efficiency Improvements). Johnson asked if the department has worked with this contractor before, to which Wilke said they have not. Swan inquired further about LED lighting, to which Wilke said the capital project for energy efficiency saves energy costs with environmentally better products.

MOTION: Schellinger moved, second by Wood to approve bid PLU16-07. Motion carried 7-0.

Approval of Bid Jail Near Term Ventilation Upgrades

Ramos said the ventilation within the jail is deficient in the amount of fresh air being supplied and the degree to which the temperature could be controlled. Zien Service was the lowest qualifying bid and recommended the

contract be awarded to them. The recommended modifications include ductwork, heating valve, and air balancing which will also require masonry work.

MOTION: Schellinger moved, second by Morris to approve bid Jail Term Near Ventilation Upgrades. Motion carried 7-0.

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.

Swan asked Weidig about getting out of the lease if necessary, and Weidig said all airport contracts require the allowance of the military or federal government requests to take over airport space. Johnson asked if Atlantic is allowed to advertise, and Stanich said advertising is encouraged. Property rights are retained by the County but we are in a partnership with Atlantic Aviation and their advertising can only benefit the Waukesha County Airport. Stanich answered Schellinger's questions about Atlantic Aviation being the fuel provider. Road and Korgan said they are in this partnership for the long run. Swan asked if there would be accommodations for pilots or passengers after renovations. Stanich said there would be a dark room for pilots to nap but there would be no accommodations like a hotel.

MOTION: Whittow moved, second by Hammit to approve Ordinance 171-O-040. 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, Dorow and Forrest presented the following projects. Bussler said all projects are as planned unless otherwise noted as an increase, decrease, delay or delete.

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. Swan asked about the airport master plan. Stanich said there is still a

backlog of projects that still need to be designed. An update for the master plan is planned for 2020.

Item 9 Courthouse Project – Secure Courtroom Construction – Bussler said 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.

Item 10 Courthouse Project Step 2 – Courthouse Renovation – Bussler said 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. In answering Johnson's questions, Dorow said Supreme Court rules require presiding judge to statutorily approve all of these changes, so it is essential she be involved with her team of judges. Waeghe explained the process of taking down old structures to make room for the new. Bussler said architects will create a scenario based on the needs of those involved. Whittow asked about down payment of this project and Duckwitz said the County will be paying down more every year than taking.

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.

Item 3 Fuel Tank Replacement and Infrastructure Project – Bussler said 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.

Item 4 Communication Center Expansion – Bussler said 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.

Item 5 MHC Roof Replacement – Waeghe said this project involves replacing 55,000 gross square feet of rubber roofing which will last approximately 20 years on the Mental Health Center.

Item 6 Demolish Former Health & Human Services Building – Waeghe said 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 Health and Human Services building, and the appeal process was explained.

Item 7 Highway Substations HVAC Upgrades – Waeghe said 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 – Waeghe said 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 – Waeghe said 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.

Item 12 CTH Q, Oconomowoc River Bridge – Evans said 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 straightforward due to a number of site constraints. Significant additional easements are anticipated.

Item 14 CTH Y, Pilak Creek Tributary Bridge Rplc – Evans said 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 – Bussler said 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.

Item 16 CTH O & I Intersection Reconstruction – Evans said 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. This spot improvement has already been approved for federal funds.

Item 17 CTH D, Moraine Hills Drive Intersection- Bussler said 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.

Item 18 CTH E, Woodland Drive Intersection – Evans said 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. 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 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 18 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 several supervisors' questions about the delays, Webb confirmed Bussler's statement that this project is closer to actualization than ever before.

Item 20 CTH I, CTH ES to CTH O Rehab - Evans said 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 – Bussler said this project was combined with the above project. Moving it resulted in a delay and right-of-way is reduced resulting in a savings.

Item 23 CTH XX, Pebble Brook Creek Bridge – Bussler said 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 – Bussler said this project is 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. Swan commented on the current poor conditions.

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 questions were answered by supervisors and answered by staff.

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.

Item 33 Culvert Replacement Program Through 2017 & Item 34 Culvert Replacement Program 2018– 2022- Evans said 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.

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.

MOTION: Hammit moved, second by Morris to recommend approval of Public Works Capital Projects to Executive Committee. Motion carried 7-0.

Discuss and Consider Ordinance 171-O-039: Modify The 2016 Vehicle And Equipment Replacement Budget

Forrest said this ordinance would modify the 2016 Vehicle and Equipment Replacement Budget to increase the fixed assets by \$27,000 to cover costs related to 2015 patrol truck purchases. Components of the patrol trucks are built in multiple stages by multiple vendors. Purchase orders are normally updated as the truck specifications are determined. When the patrol trucks are not completed by year-end, the balance of the purchase order is automatically carried over into the next fiscal year. However, in 2015, patrol truck development occurred later than normal and the purchase order that was carried over into 2016 did not yet reflect final cost estimates. As a result, insufficient budget authority was carried over into 2016. This ordinance corrects for that by authorizing the additional vehicle purchase expenses. This ordinance results in no additional direct tax levy impact. In answering questions from Swan and Whittow, Rauchle said there are six multi-use trucks. In answering questions from Morris, Rauchle said the trucks have a multi-year contract and use diesel fuel with Diesel Exhaust Fluid (DEF), which helps to keep fuel clean.

MOTION: Morris moved, second by Hammitt to approve Ordinance 171-O-039. Motion carried 7-0.

Approve Minutes of August 11, 2016

MOTION: Hammitt moved, second by Wood to approve the minutes of August 11, 2016. Motion carried 7-0.

Correspondence

Swan encouraged committee members to attend a statewide transportation town hall event at the County's highway department. Hosts for the meeting include Director of Public Works Allison Bussler, City of Waukesha Mayor Shawn Reilly and Town of Genesee Wisconsin Towns Association (WTA) Unit Chairperson Sharon Leair. Swan also shared the Public Works slogan "Orange Cone- No Phone".

Executive Committee Report of August 15, 2016 and September 12, 2016

Swan reported that the following items were discussed at the Executive Committee meeting:

- Discussed and considered multiple ordinances
- Discussed the proposed scope of the Clerk of Courts audit
- Heard a report on the Annual National Association of Counties Organization (NACO) Conference
- Reviewed, discussed and considered 2017-2021 Capital Projects relative to Public Works

Legislative Update

Spaeth reported the State department heads submit their budget to the governor today, and then he submits his budget to the legislature in February. Some direction was given to the department heads about what he wants including the zoo interchange project delayed by two years. The Governor said he would veto any increased funding that offset tax decreases.

Future Meeting Date(s)

- September 29, 2016 (Budget), October 13, 2016 (Regular Business)

MOTION: Wood moved, second by Whittow to adjourn the meeting at 11:41 a.m. Motion carried 7-0.

Respectfully submitted,

Richard Morris
Secretary