

RACINE COUNTY PUBLIC WORKS, PARKS AND FACILITIES COMMITTEE MEETING
THURSDAY, MAY 22, 2014
Summary Minutes

Public Works-Development Services Conference Room
Ives Groves Office Complex
14200 Washington Avenue
Sturtevant, WI 53177

Committee Present: Katherine Buske, Dan Sharkozy, Kiana Johnson, Ron Molnar,
Tom Hincz, Kenneth Lumpkin, Pamela Richard-Zenners

**Youth in Governance
Representative Present:** Kristi Parsons
**Youth in Governance
Representative Not Present:** Mary Graeber

Staff Present: Julie Anderson, Public Works & Development Services Director
Jim Metzger, Park Planning Manager
Nathan Plunkett, Public Works Engineer

Also Present: Monte G. Osterman, Frank Hechimovich, Tom Karkow, Beverly Baker

1. Call to Order, Roll Call

The meeting was called to order at 6:00 p.m. by Chair Kay Buske. Chair Buske gave a brief statement concerning the purpose of the Youth in Governance Program.

2. Public Comments

There were no public comments.

3. Approval of the April 24, 2014, Summary Minutes

SUPERVISOR MOLNAR MOVED, seconded by Supervisor Zenner-Richards, to approve the April 24, 2014, summary minutes.

Motion carried unanimously. VOTE: 7/0

4. Review, discussion and possible recommendation on a resolution authorizing application and approval of a STP-U Local Program Grant through the Wisconsin Department of Transportation for the improvement of County Trunk Highway (CTH) MM, from State Trunk Highway (STH) 31 to State Trunk Highway (STH 38)

At the request of Julie Anderson, Nathan Plunkett presented the resolution request. Mr. Plunkett explained that if awarded to the County, STP-U (State Transportation Program for Urban Roads) grant monies will be used for the reconstruction of Highway MM, from Highway 31 to Highway 38, a segment that is in great need of repair. He noted that this is a cost/share program, with federal money covering 80% of total costs and County money covering 20% of the total costs. It is anticipated that consultant design will begin later this year or in 2015 and construction will be scheduled to begin in 2018. The County match will go through the County budget process (partial funding will be requested on an annual basis) with design and state review costs budgeted at approximately \$113,000 and construction costs budgeted at approximately \$963,000. Ms. Anderson added that while this resolution must go through County Board to get the funding process started through the budgeting process, patching on Highway MM is now being performed due to some significant pavement failures on this road segment.

In response to a question from Supervisor Zenner-Richards, Ms. Anderson confirmed a construction start date in 2018. Supervisor Sharkozy asked if the early start date for this project will commit future County Boards to the project. Ms. Anderson noted that although this may create a future commitment, the project is a necessity and County costs will be offset by the federal share of 80%. In response to a question from Supervisor Sharkozy, Ms. Anderson noted that bonding will be included in capital projects.

Supervisor Hincz asked who completed the estimate. Mr. Plunkett replied that Graf Consulting Group assisted and the federal design and recommended percentages were used. Supervisor Hincz asked who will be responsible for covering the cost if it is more than the estimated project cost. Mr. Plunkett noted that although the County would be responsible, the \$4 million figure is fairly high; there are contingencies built into the costs. He noted that in accordance with STP-U program guidelines, this type of urbanized project has a federal funding cap of \$4,303,492. Supervisor Hincz asked questions about DOT and DNR involvement in this project. Mr. Plunkett stated that the design phase is a three-way agreement between the consultant, the County and the DOT. As part of the consultant selection process, the County does a request for proposal (RfP) for design, consultants are interviewed, the consultant list is sent to the DOT, and the DOT selects the most qualified consultant. The DOT has oversight over the design phase and real estate phase, although this grant doesn't cover real estate (the County is responsible for real estate for sidewalk, etc.). When the design and real estate phases have been completed, the DOT will let the project and the contract is awarded to the lowest bidder. The consultant and DOT must go through a DNR permitting process. Supervisor Hincz then asked if the consultant is financially liable. Mr. Plunkett was uncertain.

SUPERVISOR MOLNAR MOVED, seconded by, Supervisor Sharkozy. to forward a resolution the County Board of Supervisors, with a recommendation for approval.

YOUTH IN GOVERNANCE REPRESENTATIVE'S ADVISORY VOTE:

Youth in Governance Representative Parsons: aye

Motion carried unanimously. VOTE: 7/0

5. Review, discussion and possible recommendation on a resolution authorizing application and approval of \$165,396 in funding grants through the Wisconsin Department of Transportation Chip Program for the reconstruction of County Trunk Highway (CTH) W

At the request of Julie Anderson, Nathan Plunkett presented the resolution request. Every two years, the County applies for funding through the State's County Highway Improvement Program (CHIP), a program designed to assist municipalities with road projects. Grant monies will be used to aid in funding the reconstruction of approximately 1.8 miles of Highway W, south of the Village of Rochester, from Ag School Road to Highway Q (old Highway 36). Asphalt will be milled off and a new layer will be laid to improve the existing rough road surface. The total cost of the project is \$484,000.00. The State will reimburse the County in the amount of 165,395.57 and the County is responsible \$318,604.43.

Ms. Anderson stated that \$484,000 is included in the 2014 budget and the CHIP funding is extra money that will help lower the County's overall cost for this project. She noted that a very complex culvert project will be taking place in the same area at the same time as the repaving project. Mr. Plunkett explained that the Village of Rochester is replacing tile next to a large culvert near Ag School Road. The County will pay for replacing the 36" concrete culvert and the Village will pay for the tile, which is only ten feet away. As soon as the culvert and tile have been installed, this segment will be repaved.

Supervisor Sharkozy asked if this project is related to the rededication of Highway W that occurred a few years ago involving the industrial park in this location and he asked if this segment of Highway W is still known as the River Road. He noted that Highway W used to run along the east side of the industrial park and now it's on the west side. Mr. Plunkett stated this project is located further south and is unrelated to the segment to which Supervisor Sharkozy referred (i.e., curve at Ela Avenue near Wadewitz Wildlife Refuge and Buena Park Road). Ms. Anderson added that included in the budgeting process for 2015 is a proposal for repaving Highway W, from the curve near Ela Avenue, north to Highway 20. It is the hope that the reconstruction of this segment will be completed in 2015 prior to the onset of the reconstruction project in downtown Waterford in a couple years, thus avoiding extensive detouring and traffic congestion as a result of two road projects occurring simultaneously.

SUPERVISOR SHARKOZY MOVED, seconded by Supervisor Johnson, to forward a resolution to the County Board of Supervisors, with a recommendation for approval.

YOUTH IN GOVERNANCE REPRESENTATIVE'S ADVISORY VOTE:

Youth in Governance Representative Parsons: aye

Motion carried unanimously. VOTE: 7/0

6. Review, discussion and possible action regarding a request from the Village of Rochester Fire Department to use the Rochester Shop site to conduct a mass casualty drill on August 16, 2014, and a training exercise (burning cars) on August 18, 2014

Julie Anderson presented the request. The Rochester Volunteer Fire Department is requesting permission to use land on the east side of the Rochester garage, on the Frost gravel pit, to conduct a mass casualty drill and burn some cars for training purposes on August 18. The Rochester Fire Department has its own liability insurance and Racine County will be held harmless for any injuries that may occur. Nathan Plunkett noted that the County will be using the Frost Pit to store asphalt from Highways M, P, and D milling projects for use as base material. Consequently, truck traffic will more than likely be increased during the work week because of ongoing projects and the hauling of materials.

Chair Buske asked where the cars will come from. Supervisor Molnar stated that verification of liability insurance should be provided by the Rochester Fire Department. Ms. Anderson stated that a certificate of insurance will be required, in addition to a plan that clearly depicts the area on which the drill will be conducted. She stated that staff would have no hesitation in laying over the request due to the lack of detailed information. Supervisor Zenner-Richards raised the question of how the general public will be notified of the drill and recommended that if approved, notification will be incumbent upon the Fire Department. Supervisor Molnar stated that he has participated in a number of casualty drills in the past and the drills are widely publicized as a general rule. He doesn't object to laying over the request for a brief period of time, and suggested that the Fire Department be notified of the Committee's final decision as soon as possible to allow them time to publicize and plan accordingly. He added that this type of drill is an excellent training opportunity and the Frost Pit would be a good location for the drill.

SUPERVISOR HINCZ MOVED, seconded by Supervisor Zenner-Richards, to lay over the request to the next meeting in order to obtain more detailed information and plans from the Rochester Fire Department. At the suggestion of Supervisor Molnar, the Committee requested that Assistant Fire Chief Jack Biermann attend the meeting to address the Committee's concerns and provide more information.

YOUTH IN GOVERNANCE REPRESENTATIVE'S ADVISORY VOTE:

Representative Parsons: lay over

Motion carried unanimously. VOTE: 7/0

- 7. Review, discussion and possible recommendation concerning Report No. 2014-7 by the County Executive making a reappointment to the Racine Board of Harbor Commissioners**

SUPERVISOR ZENNER-RICHARDS MOVED, seconded by Supervisor Ron Molnar, to forward Report No. 2011-7 to the Racine County Board of Supervisors, recommending confirmation of the reappointments.

YOUTH IN GOVERNANCE REPRESENTATIVE'S ADVISORY VOTE:

Youth in Governance Representative Parsons: aye

Motion carried unanimously. VOTE: 7/0

- 8. Review, discussion and possible recommendation concerning Report No. 2014-8 by the County Executive making reappointments to the Racine Zoological Society Board of Directors**

SUPERVISOR ZENNER-RICHARDS MOVED, seconded by Supervisor Johnson to forward Report No. 2011-8 to the Racine County Board of Supervisors, recommending confirmation of the reappointments.

YOUTH IN GOVERNANCE REPRESENTATIVE'S ADVISORY VOTE:

Youth in Governance Representative Parsons: aye

Motion carried. VOTE: 6/0, with Supervisor Molnar abstaining

9. Review, discussion and possible recommendation concerning Report No. 2014-9 by the County Executive making an appointment to the Golf Course Improvement Committee

SUPERVISOR ZENNER-RICHARDS MOVED, seconded by Supervisor Molnar, to forward Report No. 2011-9 to the Racine County Board of Supervisors, recommending confirmation of the reappointment.

YOUTH IN GOVERNANCE REPRESENTATIVE'S ADVISORY VOTE:

Youth in Governance Representative Parsons: aye

Motion carried unanimously. VOTE: 7/0

10. Special Use Requests

a. 2014 TBG softball tournament at Cliffside Park (laid over on January 23, 2014)

This request was discussed by the Committee at their January 23, 2014, meeting and laid over due to numerous staff and Committee concerns and the need for more detailed operation plans to address security at the ball diamonds and the campground, beer sales, emergency contingencies, tournament game hours, the number of players, location of tents, etc. Ms. Anderson indicated that staff has worked with Frank Hechimovich and TBG event organizers and believes great progress has been made and feels confident that additional details can be worked out. Staff recommends a pre-event meeting at Cliffside Park with the County Park Manager, other County staff as needed, law enforcement officials, campground hosts, volunteers, and others involved with the event to review and discuss issues (e.g., how to handle emergencies, how to deal with rowdy or unruly campers or tournament participants, etc.). Supervisor Sharkozy asked if staff feels past problems with compliance have been significantly addressed to the point of feeling confident that tournament conditions will be adhered to. Ms. Anderson stated that she feels event organizers clearly understand staff and Committee concerns and the need to follow strict guidelines and adhere to established conditions. Supervisor Hincz asked if off-duty police officers or Racine County deputies will be onsite. Mr. Hechimovich was present tonight and replied that deputies from the Racine County Sheriff's Office will be present. In response to additional questions from Supervisor Hincz, it was noted that the nearest rescue unit is located in the Village of Caledonia, a beer permit from the Village of Caledonia is needed (a beer permit is included in the park permit obtained from the County), and the TBG group is in the process of obtaining an insurance policy for serving alcohol at the event. Mr. Hechimovich added that bartenders are licensed and only beer, no alcohol, will be served. Chair Buske stated that she doesn't believe the Digger's Hotline photos taken this year may be used in future years. Mr. Hechimovich indicated Digger's Hotline will mark the area and new photos will be submitted annually for future tournaments. Supervisor Osterman was present tonight. He stated that as a former Public Works, Parks and Facilities Committee member who was part of earlier discussions concerning this event, with the level of planning now in place, he would move to approve with staff recommendations and conditions. He noted that he would assume that another Digger's Hotline marking will be done closer to the August event date, since the information submitted is from April of this year.

SUPERVISOR SHARZOZY MOVED, seconded by Supervisor Zenner-Richards, to approve the request to hold the 2014 TBG softball tournament at Cliffside Park, subject to staff recommendations and conditions.

YOUTH IN GOVERNANCE REPRESENTATIVE'S ADVISORY VOTE:

Youth in Governance Representative Parsons: aye

Motion carried unanimously. VOTE: 7/0

b. Request to install two firewood boxes for the sale of firewood to campers in Cliffside Park

This request was received yesterday from a private landscape vendor who would like to install two self-served firewood boxes for the sale of firewood in Cliffside Park. Staff has concerns about allowing the sale of firewood in County parks without opening up the opportunity for a competitive-type bidding process for vending services for said activity. Chair Buske agreed that a request like this should go through a bidding process.

SUPERVISOR ZENNER-RICHARDS MOVED, seconded by, Supervisor Molnar, to lay over the request to allow time for Corporation Counsel opinion. Discussion followed.

Supervisor Sharkozy agrees that Corporation Counsel opinion is advisable, but staff should be authorized to move forward with the request, if deemed appropriate.

YOUTH IN GOVERNANCE REPRESENTATIVE'S ADVISORY VOTE:

Youth in Governance Representative Parsons: lay over

Motion carried unanimously. VOTE: 6/1, with Supervisor Sharkozy dissenting.

11. Communications and Referrals

There were no communications or referrals.

12. Miscellaneous Public Works Business

The next scheduled PWPFC meeting is June 12, 2014. There will not be a Committee meeting on June 26, 2014.

13. Adjourn

There being no further business, **SUPERVISOR HINCZ MOVED, seconded by Supervisor Zenner-Richards,** to adjourn at 7:05 p.m. **Motion carried unanimously. VOTE: 7/0**