



COUNTY OF KENOSHA

Raymond G. Arbet, Director
Department of Public Works and Development Services

19600 75th Street, Suite 122-1
Bristol, Wisconsin 53104
(262) 857-1870
Fax: (262) 857-1885

Public Works/Facilities Committee Meeting Agenda

Monday, April 4, 2016 - 6:30 P.M.

**Kenosha County Center, 19600 75th Street, Conference Room B
Bristol, WI 53104**

I. Meeting Commencement

1. Call to Order
2. Roll Call
3. Approval of Minutes from previous meeting
4. Chairman/Committee Members/Supervisor/YIG Comments
5. Citizen Comments

II. Division Reports/Updates/Requested Actions

1. **Facilities Division Operations – Mike Schrandt**
 - a. Division Report
 - b. Focus on Energy update
2. **Facilities Division Projects – Frank Martinelli**
 - a. KCC Highway Garage Roof Replacement Project
 - b. Fire Alarm System Replacement Project
 - c. PSB Generator Replacement
3. **Highways Division – Gary Sipsma**
 - a. Division Report
4. **Parks Division – Matthew Collins/Jonathan Rudie**
 - a. Division Report
 - b. Consideration of a Resolution for Permission to place and display a U.S. Army asset in Petrifying Springs Park at the Armed Forces Memorial
 - c. Consideration of a Resolution to Approve Kenosha County Division of Parks Aerial Bucket Truck Fund Transfer
5. **Golf Division – Dan Drier**
 - a. Division Report
6. **Public Works Department - Ray Arbet**
 - a. Brookside Project
 - b. Department Report

III. Other matters as may appropriately be brought before the Committee

IV. Adjournment

Note: There may be a quorum of other Committees of the County Board present due to overlaps of Committee assignments.



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Public Works/Facilities Committee Parks Division Status Report for April 2016

- **Emerald Ash Bore Tree Removal:**
 - **Tree Removal** – All logs have been removed from Petrifying Springs Park and Golf Course, Fox River Park, and Brighton Dale Links Golf Course with the exception of two discrete lot located at Petrifying Springs and Fox River.
 - **Brush Removal** – The contractor has one more brush pile to grind and remove at Petrifying Springs Park and will then move to Brighton Dale and Fox River Park.
 - **Cleanup Efforts** – Park staff is currently working on the removal of debris and fixing ruts left by contractor. This will be an ongoing process to clear debris, grind stumps, and landscape.

- **Kemper Storm Damage** – Park and Highway staff finished the cleanup of Kemper's shoreline from the winter storm. See attached photos.

- **Pets Building Demolition** - Somers Fire Department successfully completed the controlled burn on Saturday March 12th. See attached photos.



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Kemper Storm Damage Before Pictures



Kemper Storm Damage After Pictures





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Petrifying Springs "Bugmen" Controlled Burn



Kenosha County
Administrative Proposal Form

1. Proposal Overview

Division: Parks Department: Public Works

Proposal Summary (attach explanation and required documents):

Permission to Place and Display a U.S. Army Asset in Petrifying Springs Park at the Armed Forces Memorial.

Dept./Division Head Signature: *Jonathan Rudic* Date: 3/22/16

2. Department Head Review

Comments:

Recommendation: Approval Non-Approval

Department Head Signature: *RAT* Date: 3-22-16

3. Finance Division Review

Comments:

Recommendation: Approval Non-Approval

Finance Signature: *Austin JKM* Date: 3-22-16

4. County Executive Review

Comments:

Action: Approval Non-Approval

Executive Signature: *Jim Krense* Date: 3/30/16

Kenosha



County

BOARD OF SUPERVISORS

RESOLUTION NO. _____

Subject: Permission to place and display a U.S. Army asset in Petrifying Springs Park at the Armed Forces Memorial.			
Original X	Corrected <input type="checkbox"/>	2nd Correction <input type="checkbox"/>	Resubmitted <input type="checkbox"/>
Date Submitted: April 4, 2016		Date Resubmitted:	
Submitted By: Public Works/Parks			
Fiscal Note Attached <input type="checkbox"/>		Legal Note Attached <input type="checkbox"/>	
Prepared By: Jonathan Rudie		Signature: 	

WHEREAS, there is an Armed Forces Memorial built by a local Boy Scout as his Eagle Scout project in Petrifying Springs Park, *and*

WHEREAS, many park visitors are veterans or active members of the Armed Forces, *and*

WHEREAS, a cannon or howitzer would draw more attention and interest to the memorial visited by more than 500,000 park visitors annually, *and*

WHEREAS, Navy Club Ship 40, Kenosha Wisconsin raised money and donated solar lighting to illuminate the United States, State of Wisconsin, Kenosha County and MIA flags in support of this memorial, *and*

WHEREAS, American Legion Post 21, Kenosha Wisconsin and Kenosha County Park Division have requested an asset from the Army Donations Program, *and*

WHEREAS, the Army Donations Program requires Kenosha County Board approval to place an Army asset on publically owned lands before making the donation, *and*

WHEREAS, no County funds are required to purchase the asset it is a donation and remains the property of the Army Donations Office, *and*

THEREFORE, BE IT RESOLVED that Kenosha County Board of Supervisors grant permission for a decommissioned Army asset to be placed on publicly-owned land specifically Petrifying Springs Park.

FINANCE/ADMINISTRATION COMMITTEE

	Aye	Nay	Abstain	Excused
_____ Supervisor Terry W. Rose, Chair	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
_____ Supervisor Ronald J. Frederick, Vice-Chair	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
_____ Supervisor John J. O'Day, Secretary	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
_____ Supervisor Aaron Kohlmeier	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
_____ Supervisor Jeffrey Gentz	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
_____ Supervisor Kimberly Breunig	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
_____ Supervisor Rick Dodge	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Kenosha County
Administrative Proposal Form

1. Proposal Overview

Division: Parks Department: Public Works

Proposal Summary (attach explanation and required documents):

Purchase of Aerial Bucket Truck – Parks Department Vehicle

Dept./Division Head Signature:  Date: 3/23/16

2. Department Head Review

Comments:

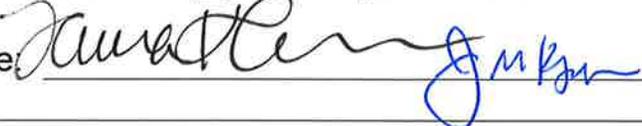
Recommendation: Approval Non-Approval

Department Head Signature:  Date: 3-28-16

3. Finance Division Review

Comments:

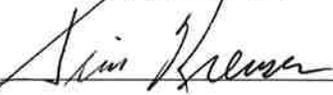
Recommendation: Approval Non-Approval

Finance Signature:  Date: 3/23/16

4. County Executive Review

Comments:

Action: Approval Non-Approval

Executive Signature:  Date: 3/30/16

Kenosha



County

BOARD OF SUPERVISORS

RESOLUTION NO. _____

Subject: Purchase of Aerial Bucket Truck			
Original X	Corrected <input type="checkbox"/>	2nd Correction <input type="checkbox"/>	Resubmitted <input type="checkbox"/>
Date Submitted: April 4, 2016		Date Resubmitted:	
Submitted By: Public Works/Facilities Committee			
Fiscal Note Attached x		Legal Note Attached <input type="checkbox"/>	
Prepared By: Matthew Collins, Assistant Director Parks Division / DPWDS		Signature: 	

WHEREAS, the 2016 Kenosha County Parks capital budget includes the purchase of a replacement aerial bucket truck in the net amount (gross price less trade-in) of \$135,000, and

WHEREAS, the Division of Parks has identified a vehicle meeting all of the necessary specifications and through the bid process has obtained a price not to exceed \$196,000 (gross), and

WHEREAS, the low bidder (as well as the other bidders) will not accept a trade-in vehicle which means that the existing bucket truck will be sold or auctioned off at a later date, and

WHEREAS, to remain budget compliant and order the truck now, \$61,000 must be made available within the Parks capital budget, and

WHEREAS, currently there are no additional available funds within the Parks Department budget but there are available funds within the Highway capital equipment budget, and

WHEREAS, the Highway Department currently has a pavement marking truck in its vehicle fleet that is not utilized and was planned to be sold or auctioned off in 2016, and

WHEREAS, the bucket truck is utilized by all Public Works Departments; Parks, Highway, Facilities and Golf

NOW, THEREFORE, BE IT RESOLVED, that the Kenosha County Board of Supervisors authorizes the Division of Parks to order the new vehicle at a price not to exceed \$196,000, and

BE IT FURTHER RESOLVED, that the Kenosha County Board of Supervisors authorizes the transfer of \$61,000 from the Highway Capital Fund to the Parks Division Capital Fund to be used for the purchase of the new aerial bucket truck per the budget modification which is attached and incorporated by reference, and

BE IT FURTHER RESOLVED, that all proceeds from the sale or auction of the existing bucket truck and pavement marking truck be deposited to the Highway Capital Fund when these funds are available.

Approved by:

PUBLIC WORKS/FACILITIES COMMITTEE

	<u>Aye</u>	<u>Nay</u>	<u>Abstain</u>	<u>Excused</u>
_____ Dennis Elverman, Chairperson	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
_____ William Grady, Vice-Chairperson	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
_____ Boyd Frederick, Secretary	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
_____ Mike Skalitzky	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
_____ John Poole	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

FINANCE/ADMINISTRATION COMMITTEE

	Aye	Nay	Abstain	Excused
<hr/> Supervisor Terry W. Rose, Chair	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<hr/> Supervisor Ronald J. Frederick, Vice-Chair	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<hr/> Supervisor John J. O'Day, Secretary	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<hr/> Supervisor Aaron Kohlmeier	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<hr/> Supervisor Jeffrey Gentz	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<hr/> Supervisor Kimberly Breunig	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<hr/> Supervisor Rick Dodge	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

KENOSHA COUNTY EXPENSE/REVENUE BUDGET MODIFICATION FORM

DEPT/DIVISION: DPWDS - Parks DOCUMENT # _____ G/L DATE _____
 BATCH # _____ ENTRY DATE _____

PURPOSE OF BUDGET MODIFICATION (REQUIRED): Purchase of Aerial Bucket Truck

(1) ACCOUNT DESCRIPTION EXPENSES	(2)		(3)		(4)		(5) ADOPTED BUDGET	(6) CURRENT BUDGET	(7) ACTUAL EXPENSES	(8)		(9) EXPENSE BAL AVAIL
	BUSINESS UNIT	sub-sidiary	EXPENSE INCREASE (+)	EXPENSE DECREASE (-)	EXPENSE INCREASE (+)	EXPENSE DECREASE (-)				REVISED BUDGET	EXPENSE BAL AVAIL	
Parks Motorized Vehicles	65180	581390	61,000				165,000	165,000	30,000	226,000	196,000	
Highway Motorized Vehicles	31180	581390		61,000			1,091,000	1,091,000	0	1,030,000	1,030,000	
EXPENSE TOTALS			61,000	61,000			1,256,000	1,256,000	30,000	1,256,000	1,226,000	

REVENUES	BUSINESS UNIT	sub-sidiary	REVENUE DECREASE (+)	REVENUE INCREASE (-)	ADOPTED BUDGET	CURRENT BUDGET	REVISED BUDGET
REVENUE TOTALS			0	0	0	0	0

COLUMN TOTALS (EXP TOTAL + REV TOTAL) 61,000 61,000

SEE BACK OF FORM FOR REQUIRED LEVELS OF APPROVAL FOR BUDGET MODIFICATION.

PREPARED BY: JMK FINANCE DIRECTOR: Jan Kyr DATE: 3/15/16
 DIVISION HEAD: [Signature] (required) DATE: 3/23/16
 DEPARTMENT HEAD: [Signature] COUNTY EXECUTIVE: [Signature] DATE: 3-28-16

Please fill in all columns:
 (1) & (2) Account information as required
 (3) & (4) Budget change requested
 (5) Original budget as adopted by the board
 (6) Current budget (original budget w/past mods.)
 (7) Actual expenses to date
 (8) Budget after requested modifications
 (9) Balance available after transfer (col & col 8)

Purchase of Aerial Bucket Truck.xls

Fund Purchase of New Vehicle

Original 2016 Parks budget to purchase vehicle:

Gross price (vendor est.)	\$200,000
Trade in (estimate)	<u>(65,000)</u>
Funds available	135,000

Current purchase price - bid - gross

	196,000
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Funds needed to remain budget compliant
and to order new bucket truck

	<u>\$61,000</u>
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Proceeds of Sale

Sale / auction value of old bucket truck (estimate)

	\$40,000
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Sale / auction value of highway pavement
marking vehicle (estimate)

	25,000
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Total proceeds to be deposited to Highway Fund

	<u>\$65,000</u>
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COUNTY OF KENOSHA

Department of Public Works & Development Services

Daniel Drier, General Manager

Golf Operations

19600 75th Street, Suite 122-1

Bristol, Wisconsin 53104

(262) 857-1865

Fax: (262) 857-1885

Public Works / Facilities Committee Golf Division Status Report for April 2016

- We opened the White Birch 18 and the front 9 at Petrifying Springs GC on March 11th. The courses opened with cart traffic limited to cart paths only. It was great to be able to offer carts to our guests on opening day. We had a great first two days of business but cool, dreary weather slowed things down a bit for the rest of the month. On March 25th we were able to open the balance of Brighton Dale Links and the back 9 of Pets as well.
- We attended the Milwaukee Golf Show March 11th – 13th - helping to build momentum for the start of our 2016 season. We gave out 6,500 coupons at the show and had quite a few membership and outing inquiries. Both the Chicago and Milwaukee shows were well attended and we hope to gain some insight into our marketing effort's effectiveness by tracking coupon redemption over the course of the season.
- We are working with a local company (Lee Enterprises) on developing a digital advertising strategy that includes marketing initiatives designed to:
 - Reach 50,000 people in southeastern Wisconsin with 2 e-mail blasts.
 - Create "geo-fenced" geographic areas that target specific demographics.
 - Utilize You-Tube as a vehicle to also reach potential customers with 100,000 impressions.In addition to these digital efforts - as part of our marketing plan, we also have access to conventional Lee's print advertising resources.
- Projects in process are:
 - **Ash Tree Removal Project** – We continue to work on the clean-up process at both courses, this is likely to continue throughout the season.
 - **Brighton Dale Deep Well Project** – Public bidding for this project closed on March 8th. We had 3 companies bid on the project and Pump Station Professionals was the low bidder with a bid \$45,900 to replace the pump and clean the casing. We are anticipating the project to begin 4/18 and be complete by 5/2.
 - **Brighton Dale Blue Spruce Irrigation** – A pre-construction meeting was held with Midwest Irrigation on March 8th to plan/schedule the project. Mobilization and initial work activities have started. It's been slow given the wet conditions but we are cautiously optimistic that we'll still be complete by June 1st 2016.