

1 **PLANNING, CONSERVATION & PARKS COMMITTEE**

2
3 PAC
4 West Bend, WI

October 11, 2006
1:35 p.m.

5
6 Present: John W. Stern, Charlene S. Brady, Kenneth W. Brandt, Melvin K. Ewert, and Mark T.
7 McCune.

8
9 Excused: Donald J. Berchem, Daniel R. Knodl.

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11 Also present: Administrator Paul Mueller, Assistant Administrator Herbert Wolf, Administrative
12 Coordinator Douglas Johnson, and County Clerk Brenda Jaszewski.

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14 Chairperson Stern called the meeting to order and read the Affidavit of Posting.

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16 **SANITARY VARIANCE**

17 **City of Hartford, NW ¼, Sec. 8, City of Hartford – Request for a Sanitary Variance (address:**
18 **Hangar #73, 4200 County Highway U, Hartford, WI - New Commercial Holding Tank).**

19 Appearance: Daryl Kranz, Director of Public Works, City of Hartford.

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21 Mr. Wolf stated this is a similar request from the City of Hartford, which was before this Committee
22 approximately two months ago when they indicated they would be doing holding tank expansions.
23 The holding tank is intended for the Airport Hangar lot #73 only, not multiple lots. Staff believes the
24 City of Hartford is in compliance with the guidelines established and staff has no concerns other than
25 those previously addressed.

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27 Moved by Mr. McCune, seconded by Mr. Ewert to approve the Sanitary Variance for the City of
28 Hartford – Hangar #73. Motion carried.

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30 **APPROVAL OF MINUTES**

31 Moved by Mr. Brandt, seconded by Mr. McCune to approve the minutes of September 27, 2006.
32 Motion carried.

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34 **AWARD CONTRACT FOR MONUMENT CONDITION INVENTORY PROJECT, PHASE II**

35 Appearance: County Engineer/Surveyor Scott Schmidt.

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37 Mr. Schmidt distributed the scoring and pricing summary results of the Request for Proposal (RFP) for
38 Phase II of the Monument project. The RFP Committee recommends awarding the contract to
39 AeroMetric, with total points of 88 and total cost of \$48,987. By awarding the contract to AeroMetric,
40 there is not sufficient funding in the account to complete Phase II and Mr. Schmidt recommends
41 allocating approximately \$8,000 from next year's budget, which will reduce the scope of next year's
42 project. Kapur & Associates had total points of 86.4, and a cost of \$32,277, which is within the
43 budget. The recommendation to use AeroMetric instead of Kapur & Associates is due to the problems
44 encountered with Kapur & Associates during Phase I of the project. After the County found mistakes
45 (3 out of 4), Kapur & Associates redid all of Phase I, finding approximately 30 mistakes out of 172
46 monuments. The Committee further discussed the concerns with Kapur & Associates, the difference in
47 points, and the cost savings by using Kapur & Associates.

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1 Moved by Mr. McCune, seconded by Ms. Brady to award the contract for Phase II of the Monument
2 project to Kapur & Associates, in the amount of \$32,277, based on the total points being within a
3 fraction of the point scale and the fact the entire scope of the project would be completed within the
4 budgeted amount. Motion carried with Ms. Brady voting No.

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6 **BUDGET UPDATE**

7 Mr. Mueller stated that at a meeting on October 4, 2006, Mr. Johnson directed the Department Heads
8 to support the budget as approved by the Finance Committee. The Finance Committee allocated
9 additional funds to the Planning & Parks Department to keep the Parks employees located at the
10 Vehicle, Maintenance, & Storage Facility, although this Committee, the Highway Committee, and
11 Administration recommended moving these employees to the Golf Course. Mr. Mueller stated no
12 other changes were made to this department's budget.

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14 Mr. Stern and Mr. McCune are opposed to the action of the Finance Committee. Mr. Johnson stated
15 that this is not a budget issue anymore as total 2007 county budget dollars would not be affected by a
16 change in this issue at the County Board. Mr. Johnson recommends supporting the 2007 county
17 budget that will be presented to the County Board and try to address this matter at some point in 2007.

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19 **ADJOURNMENT**

20 Moved by Mr. McCune, seconded by Mr. Brandt to adjourn at 2:30 p.m. Motion carried.

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Brenda J. Jaszewski, County Clerk