

**WASHINGTON COUNTY TRANSPORTATION COMMITTEE  
MEETING MINUTES**

**Vehicle Maintenance and Storage Facility  
West Bend, WI**

**February 18, 2014  
8:00 AM**

Present: Chairman Dan Goetz, Kenneth Brandt, Joseph Gonnering, Brian Krebs and Melvin Ewert. Also present: Highway Commissioner Tom Wondra and Accounting Technician Heather Robers.

Chairman Goetz called the meeting to order and read the affidavit of posting.

A motion was made by Mr. Ewert and seconded by Mr. Gonnering to approve the minutes of the Transportation Committee meeting held on February 4, 2014. Motion carried.

Commissioner Wondra indicated that no permits were issued since the last meeting.

Joe Steier, Transit Manager, gave a status report on the Shared Ride Taxi and Washington County Commuter Express Bus (WCCE) programs. Various aspects of the transit operations were discussed including ridership, fuel usage, revenues, and expenses. The WCCE schedule was amended to meet the needs of the ridership several times in January. This will be an on-going challenge with the Zoo Interchange Reconstruction. Additional advertising is occurring on radio, television and with the newspaper. Representatives from Specialized Transportation Services and Riteway were also present for the discussion.

Joe Steier addressed revisions to the Policy and Procedure Manual for Transit regarding “no shows” on the Shared Ride Taxi. In 2013 there were 2,500 “no shows” which ended up affecting the opportunities for other clients to schedule rides. A policy revision was recommended to address the issue to ensure that those who need rides will have rides available. A motion was made by Mr. Krebs and seconded by Mr. Brandt to approve the revised Policy and Procedure Manual to incorporate a “no show” policy. The revised policy will result in a 21 day suspension for three “no shows” within a 60 day period by an individual. A rider will be able to pay an \$8.00 fine to lift the suspension. The rider will have an opportunity to appeal the suspension to the Washington County Transit Manager. The revised policy will go into effect on March 1, 2014. Motion Carried.

Representatives from Kunkel Engineering and the City of West Bend were present to request a permit to complete a water main extension along CTH G south of Paradise Drive. Mr. Krebs and Mr. Gonnering both expressed concerns about the project moving forward without attempting to contact the end user to determine if the project deadline could be extended. A motion was made by Mr. Krebs and seconded by Mr. Ewert to approve the permit under the following conditions:

1. The applicant shall be responsible for providing, installing, and maintaining all traffic control devices and flagmen in accordance with the Manual on Uniform Traffic Devices (MUTCD) requirements.
2. CTH G will remain open to through traffic during installation of the water main.
3. Bedding and granular material shall be installed to a depth of a minimum one foot over the top of pipe.
4. Spoil material may be reused for backfill of trench and compacted. Spoil material shall not contain any topsoil.
5. Any excavation outside of shoulder limits shall be top dressed to a minimum of 6 inches of topsoil, seeded and erosion mat placed.
6. Bore pits used to bore under culverts must be backfilled with slurry. Fill bore pits to existing grade.
7. The existing beam guard shall be reconstructed to WisDOT specifications.
8. Where shown on the design plan, the existing pavement will be saw cut along the centerline of CTH G, and the pavement removed. The trench is to be backfilled with slurry and twelve inches of base aggregate dense to grade. Then the west half of the road shall be repaved with hot mix asphalt, using 3.25 inches of binder and 1.75 inches for surface, and reconstruction of an aggregate shoulder.
9. Hydrant placement to be same distance off edge of pavement as connecting hydrant at south end of project.
10. Maintenance accesses to hydrants to be constructed (within one year of starting date of project) to be the same as hydrant at south end of project. Culverts for the maintenance accesses to be sized to existing needs or highway department requirements, including end walls and end walls with wheel guards if needed.
11. Once work begins on CTH G it shall be vigorously pursued to completion.
12. The applicant shall repair or restore all roadway features, including settled pavement, for a period of two years from the completion of construction upon request of the Washington County Highway Department.
13. A permit fee of \$60.00 shall be collected.
14. No material stock piles will be allowed on the road right-of-way.

Motion Carried.

Roy Hartmann reviewed the 2014 paving project award bid process with the committee. Three bids were received. The lowest bid was from Payne and Dolan. A motion was made by Mr. Brandt and seconded by Mr. Gonnering to award the 2014 paving contract to Payne and Dolan. Motion carried.

A motion was made by Mr. Ewert and seconded by Mr. Brandt to approve vouchers in the amount of \$239,857.23. Motion carried.

Commissioner Wondra read the Assistant Commissioner report updated the committee on several highway projects:

- CTH N: The real estate acquisition process is moving along. On 2/13 Dodge County passed a resolution giving Washington County permission to acquire right of way for them. On 2/25 the City of Hartford is expected to pass a resolution to also give Washington County permission to acquire right-of-way.
- CTH XX: Funds have been requested from the high risk rural road program for upgraded guard rail treatments and enhanced pavement markings.

Commissioner Wondra updated the committee on the following:

- Commissioner attended the Public Works Committee in the Village of Germantown on February 4, 2014 to discuss the A Jurisdictional Highway System Plan for Washington County. He will also attend a meeting on March 11, 2014 with the Town of Farmington.
- On February 18, 2014 the asbestos abatement bid will go out for the old Slinger highway shop.

Chairman Goetz reported to the committee to make sure that they support the efforts of all of the laborers as this has been a very hard winter for maintaining roads and he appreciates their commitment and level of service.

A motion was made by Mr. Gonnering and seconded by Mr. Krebs to adjourn at 9:47 AM. Motion carried.

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Joseph Gonnering, Secretary