

**JOINT ONEIDA COUNTY PUBLIC WORKS/PLANNING & DEVELOPMENT/LABOR
RELATIONS & EMPLOYEE SERVICES COMMITTEE
MEETING MINUTES**

Thursday, April 11, 2019 at 8:00 a.m.

Oneida County Highway Department, 730 West Kemp Street, Rhinelander WI

Attendance:	Present	Excused	Absent
Robb Jensen, Chair	X		
Scott Holewinski, Vice-Chair	X		
Mike Timmons, Secretary	X		
Ted Cushing		X	
Sonny Paszak	X		

Also Present: Bruce Stefonek/Highway, Lisa Jolin/Solid Waste, Jeri Cooper/Highway, Dan Gleason/Highway, Dan Child/Fahrner, Mike Mottes/Fahrner, and Mario Koran/Northwoods River News

Call the Meeting to Order & Roll Call

Committee Chair Jensen called the Public Works Committee meeting to order at 8:00 a.m.

1. Approve Agenda

Action: Motion by Timmons/Holewinski to approve the agenda.

Vote: All 'aye', motion carried.

2. Approve the Minutes of the Public Works Committee meeting held on March 28, 2019

Action: Motion by Paszak/Jensen to approve the minutes of the March 28, 2019 meeting as presented.

Vote: All 'aye', motion carried.

3. Chairman's announcements:

- **Petco Facility Committee**
- **Funding Opportunities Committee**

Jensen announce both committees might request additional information and the Public Works Committee will try to accommodate those requests as best they can.

Solid Waste Department

General Business Discussion/Act

A. Employee 5 Year Service Award

Jolin reported Mike Kecker will have been with the department for five years and has done a great job. Jensen offered to come to Solid Waste and present the award.

B. Solid Waste vendor vouchers

Action: Motion by Holewinski/Paszak to approve the vendor vouchers as presented.

Vote: All 'aye', motion carried.

4. Discussion/Act on recent vacancy

Discussion: Jolin reported she was working with LRES with interviews scheduled for the following week. She anticipated having the position filled by early May. Jensen commented the details of the vacancy should not need to be reported to the committee; however, both Holewinski and Timmons felt the committee should be informed.

5. Discussion/Act on Long-term Care Escrow Account

Discussion: Jolin reported if the department continues at the current rate of \$65,000 per year in expenses they will be \$134,000 short. Jolin provided options to make up for the short fall recommending option 4. Noting the current funding of \$1,165,890.60, Jolin expected future expenses to be between \$50,000 to \$52,000 citing the previous year's extraordinary expenses.

Action: Motion by Holewinski/Paszak to consider option 4 for the Long-term Care Escrow account as presented.

Discussion: Jolin reported only \$30,000 of the requested \$58,000 was released noting the difference would be made up by other business units. Jensen noted over the two-year period the other business units needed to make up over \$64,000. Holewinski commented it was the department's funds either way.

Vote: All 'aye', motion carried.

6. Director Report/Discussion

• Operations Report

1. Demo Site 4 Update

Jolin reported on April 3 the Forestry Committee rescinded the withdrawal of land so they have started working on a different site noting the new site will have less of an effect on the RASTA trails. Holewinski commented the site originally considered should be feasible in fifteen to twenty years when the trees grow back, Jolin they will need to resubmit the initial site inspection, submit the CUP, get on the Town of Woodboro's Planning Commission and the Town Board agendas for May and possibly bring before the County Board in June. Jensen noted for the next meeting he would like a motion to show support. Jolin reported the current site has room for 1,200 tons noting last year they took in about 4,000 tons with the majority during the construction season. Holewinski recommended bringing before the Planning & Development committee first for a motion to be approved contingent upon the other approvals.

2. General Operations

Jolin reported traffic has increased daily with the onset of spring.

A DNR compliance and inspection of Demo Site 3 was scheduled for the following week.

The department was working with both the Health and Sheriff's Departments on the drug takeback scheduled for April 27. Jensen recommended contacting the school district so that kids may relay the information to either parents or grandparents.

7. Future Agenda Items:

• 2018 Financial Report

Highway Department

8. General Business Discussion/Act

A. Highway Department Vendor Vouchers

Action: Motion by Jensen/Timmons to approve the vendor vouchers as presented.

Vote: All 'aye', motion carried.

B. Out of County Travel for North Central Region Spring Meeting in Stratford Wisconsin for Public Work Committee Members and Highway Commissioner on April 26, 2019

Action: Motion by Jensen/Paszak for any member of the Public Works committee that would like attend the North Central meeting with travel expenses to be covered.

Vote: All 'aye', motion carried.

9. Discussion/Act on Petco Facility Consultant Recommendation

Discussion: Jensen reported the Petco Study Committee has a resolution for a consultant to do an analysis of the building. Timmons clarified the initial \$11,000 would be to provide an assessment of the condition of the building and an additional \$38,000 for the study to remodel the building. Holewinski commented it was a twenty-nine year old steel building that was too large for the department. Timmons commented there were issues with flow adding what was in the building such as conveyors etc. are of no use to the County. Stefonek clarified the study committee was looking to find out if the Petco facility would be a feasible option for the department. Holewinski stated the facility was too big and he was not voting to spend one dime to find the condition of the building. Timmons agreed the building was too large citing the additional cost of the utilities.

Holewinski stated you could not tell him removing the Petco facility from the tax roll and adding a Kwik Trip compares to the tax base there. Jensen noted they might claim dark store on the \$4.1 million but a Kwik Trip with the possibility of a hotel could add \$8 million to the tax base.

Timmons stated the study committee was interested in whether the Highway Committee would be happy with the facility and the space requirements of the department.

Jensen noted the over the next four years they are scheduled for \$1.2 million of renovations that do not modernize the facility versus spending \$65,000 for the study. Jensen added at the time the Kwik Trip offer was voted down, there were two other options for expansion that may need to be explored and should be revisited. Holewinski stated he understood the vote was to continue to fix the problems at the shop each year through the normal budgeting process. Stefonek confirmed he thought there was approximately \$370,000 in the fund. Timmons commented until the Kwik Trip offer there was no discussion of expansion questioning if they wanted to build something it would be better to move to a new site and start fresh rather than remodel the Petco facility. Timmons added he estimated costs could be as high as \$8 to \$10 million to make the facility close to usable.

Action: Motion by Holewinski/Timmons to not recommend moving the Highway Department over to the Petco property in the future.

Roll Call Vote: Holewinski 'aye', Timmons 'aye', Jensen 'nay', Paszak 'aye', motion carried.

10. Discussion/Act on ATV/UTV Policy

Discussion: Timmons stated he felt the policy should be looked at noting with all the public notices the committee is the third to get application then are charging another hundred dollars to do the same thing that have been done at the town levels. Stefonek stated if a club wishes to use a county highway then the department should not brunt the cost of advertising. Timmons questioned if a town board is supportive why spend the money to advertise. Timmons added there is not much left to open so it may not be an issue.

Discussion of remaining county highways not designated as routes.

Direction: Work with Brian Desmond regarding ATV policy in regard to the requirement of the public notice and application fee.

11. Discussion/Act on application for ATV/UTV Routes on County Highways J, E and D in the Towns of Woodruff and Newbold

Discussion: Timmons explained the St. Germain ATV club is in support and will be providing him with their documentation. Timmons noted there was currently no club in the Town of Newbold so the Town of Newbold would need to be added to the club's insurance and the Lakeland ATV Club will pay for the signs. Timmons stated he would bring back the amended application with the required documentation.

Action: Motion by Jensen to approve CTH J, E and D in the Town of Woodruff and the sections in the Town of Newbold pending insurance approval. Motion failed; no second.

12. Discussion/Act on 2019 Striping of County Highways

Discussion: Stefonek reported Fahrner had done the striping for the two previous years noting they have not had good service explaining Oneida County was left to last with poor performance of the paint. Stefonek stated according to Dan Fedderly, striping is maintenance and therefore the committee can hire another county to perform the striping. Stefonek recommended using Langlade County to perform the 2019 striping. Mottes stated he would like the opportunity to look at the striping from the previous year adding they would place Oneida County at the front of the schedule based on the bid. Holewinski questioned if there was warranty work that should be done by Fahrner. Stefonek stated he would like to take a ride with the representatives from Fahrner to look at the striping from the previous two years and bring back his recommendation.

13. Discussion/Act on 2019 Chip Sealing Bids

Discussion: Stefonek informed the committee his previous estimate contained a mistake noting the application rate was not the same as used in the specifications increasing the County's cost from \$1.33 to \$1.45. Stefonek added Holewinski felt the transportation costs should have been reported at a higher rate but he had not had time to check. Stefonek commented CTH C did not perform up to expectations. Stefonek stated the road was crack filled prior to sealing but the road should have been overbanded. Stefonek stated neither CTH J nor G were overbanded but the chip seal held up well on those highways. Holewinski stated according to training provided by Pitlik and Wick, in the year the chip seal is performed, the road should be crack filled, overbanded and a tack coat applied to the striping. Mottes stated use of the tack coat is based on type of paint use and whether the striping is worn through enough for the seal will bond to the road surface. Mottes commented he could recommend everything you need to have the most stellar chip seal but questioned whether it would be cost effective. Holewinski suggested riding around and looking at the chip seals that were done the previous year. Holewinski stated CTH M would require crack filling, a tack coat applied to the striping and two places that should be done with flex patch and Mastic. Jensen commented in the near future the committee will need to discuss how to increase revenues noting the MOU and the increase in maintenance performed by counties. Holewinski questioned if chip sealing was maintenance and stated it requires a crew that does it every day. Jensen stated Stefonek should bring back the pros and cons of why the County should do it versus a private vendor. Holewinski restated the need of the Committee to view the chip seal done on CTH C and compare to Bridge Street and Black Lake Road. Jensen stated he would check with Cushing regarding his availability. Holewinski added the estimates Stefonek provided the previous year for 2019 were \$1.56 but now coming in at \$1.45.

14. Discussion/Act on 2018 Revised Line Item Transfers

Discussion: Cooper explained this was simply a reversal to correct the previous transfer.

Action: Jensen/Holewinski to approve the line-item transfer as presented.

Vote: All 'aye'; motion carried.

15. Commissioner Report/Discussion

- **Operations Report**

Stefonek reported one of the two employees on a leave of absence has returned to work.

The final phase of CTH Y was moved up to 2020, which will require hiring a company to handle the land acquisitions.

The due date for proposals for the upgrades at the shop was extended to May 2.

Stefonek added the Kemp Street Project was advertised and the inspection of the

culverts is complete. Stefonek stated he would be meeting with Tim Kingman to discuss options noting if the County was responsible for the replacement of the culverts the construction scheduled for CTH D may need to be postponed. Holewinski commented Bob Wynot may have additional information as related to Kemp Street jurisdiction.

16. Future Meeting Dates

- April 25, 2019
- May 9, 2019
- May 23, 2019

17. Future agenda items

- Kemp Street Speed Limit
- Kemp Street Construction
- Brine Facility
- Machinery Purchase Account

18. Public Comments

Fink informed the Committee Pitlik & Wick is putting on workshop at the Quality Inn in Rhinelander on the 10th from 8:00 to noon.

19. Adjourn

Jensen adjourned the meeting at 9:38 a.m.

Committee Chairperson

Committee Secretary