

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

**Oneida County Highway Department, 730 West Kemp Street, Rhinelander WI
Thursday, July 11, 2019 at 8:00 a.m.**

| 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, Dan Gleason/Highway

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 Cushing/Paszak to approve the agenda.

Vote: All 'aye', motion carried.

2. Approve the Minutes of the Public Works Committee meeting held on June 27, 2019

Action: Motion by Timmons/Cushing to approve the minutes of the June 27, 2019 meeting as presented.

Vote: All 'aye', motion carried.

3. Chairman's Announcements:

• **State Transportation Budget**

Jensen commented according an email received from Representative Swearingen, there was \$90 million more for the LRIP with the local match reduced from fifty to ten percent, a ten percent increase for local road aid and increased funding by nineteen percent for the state highway rehabilitation, however, the final numbers were yet to be determined.

• **County Roads and ATV/UTV Access to City of Rhinelander**

Jensen reported he was questioned regarding opening CTH K and P to ATV traffic stating he explained the application process including the need for prior town approval.

• **Funding Opportunities Committee Update**

Jensen stated they were still looking at options for Solid Waste, reorganization of departments and possible ways to increase Highway Department revenues in addition to reductions to overtime and consideration of a four-day workweek.

SOLID WASTE DEPARTMENT

4. General Business Discussion/Act:

A. Solid Waste vendor vouchers

Action: Motion by Timmons/Jensen to approve the Solid Waste vendor vouchers.

Vote: All 'aye', motion carried.

B. Credit Account Application for Oak Leaf Salvage

C. Credit Account Application for Whittakers Commercial Service

D. Credit Account Application for The Beacons of Minocqua

Action: Motion by Holewinski/Paszak to approve the credit applications for Oak Leaf Salvage, Whittakers Commercial Service and The Beacons of Minocqua.

Vote: All 'aye', motion carried.

5. Solid Waste Report/Discussion

- **Operations Report**

1. **Demo Site 4 Update**

Jolin reported Forestry approved moving forward with the site so they will go ahead with the initial site inspection with the DNR and the conditional use permit. Jolin discussed costs to take the land out of Forestry; however, there may be land Solid Waste owns which will never be developed that could be given back to Forestry. Jensen suggested looking at others options such as leasing the property from Forestry. Jensen also recommended a future agenda so the committee authorize moving forward with the site. Holewinski suggested Jolin identify anticipated cost so they could go to the County Board to borrow from the General Fund ahead of time if necessary.

2. **General Operations**

Jolin customers were notified of the price increase and the reason for it. Compost was going well; however, the pond needs to be dredged. Jolin estimated about four feet of solids need to be removed noting they were having trouble finding an effective method. Timmons recommended contacting Musson regarding using a hydrovac to remove the solids. Jensen recommended contacting Brennan out of La Crosse.

Jolin commented there was an issue with sharps in the sort-line slowing production noting she would contact the Health Department in an effort to get notices out. Prices were still low on recycling with metal prices dropping from about \$170/ton last year to \$50/ton currently; however, she recently received an offer for \$75/ton.

6. Future Solid Waste agenda items

- **Demo Site 4**

Highway Department

7. General Business Discussion/Act

- A. **Highway Department Vendor Vouchers**

Action: Motion by Jensen/Paszak to approve the Highway Department vendor vouchers as presented.

Vote: All 'aye', motion carried.

- B. **Out of County Travel:**

1. **Wisconsin Counties Highway Association-Leadership Development Group Road School on September 17-19, 2019 at the Radisson Hotel in Green Bay, WI for two supervisors**

Action: Motion by Paszak/Timmons to approve attendance of the Wisconsin Counties Highway Association-Leadership Development Group Road School on September 17-19, 2019 at the Radisson Hotel in Green Bay, WI for two supervisors.

Vote: All 'aye', motion carried. Jensen requested the supervisors that attend provide a summary of topics covered.

2. **Previously Approved Attendance for Commissioner for the North Central Region Commissioners Meetings**

8. Discussion/Act on Fuel Station Funding

Discussion: Stefonek stated as of the first of the current year, the per gallon charge to recover the expense of the fuel system was increased by the Finance Director from five to ten cents. Holewinski commented if there was not enough money in the account to cover the cost it could be paid for from the general fund and repaid by the per gallon charge.

Holewinski questioned if that cost was included in the when comparing costs with Kwik Trip. Gleason stated he believed most of the comparable costs were at least ten cents per gallon less.

9. Discussion/Act on 2020 Capital Improvement Projects

- **Fuel Station**

Discussion: Stefonek presented the option to update the current fuel station or the option to replace in a different location noting Northwest Petroleum offered to assess the site at no cost. Stefonek added the amount in the account was less do to the under-recovery. Holewinski commented he was in favor of applying for the CIP for \$300,000 to move the system to allow for future development of the site.

- **Brine Building**

Discussion: Stefonek presented four options ranging from adding no additional buildings to adding enough storage to brine all nine routes out of the Rhinelander facility noting the brine maker and current storage would allow for two to three brine routes. Stefonek confirmed the second option would be the minimum needed to brine all state beats out of the Rhinelander facility, however, option four provided adequate storage for the tanks. Stefonek stated the building would be partitioned with only the brine maker and storage insulated and heated. Holewinski suggested extending the roof of the cold storage to the south then add additional cold storage to the fifty by sixty foot brine building in the future.

- **County Highway Construction**

Discussion: Jensen noted the request was for an additional \$500,000 over the previous year's request. Stefonek stated he was requesting the additional amount to maintain road reconstruction. Holewinski noted they received \$450,000 from the CIP in addition to the \$400,000 budgeted for 2019 construction not including other federal and state aids which should also be taken into consideration.

- **Rhinelander Facility Upgrades**

Discussion: Stefonek stated the back shop was scheduled for the current year with the front scheduled for 2020. Jensen recommended bringing back the project descriptions for 2021 through 2013.

- **Equipment Updates**

Discussion: Stefonek reported the cost of leasing trucks was greater than the cost to purchase suggesting they would be better off borrowing from the General Fund. Jensen questioned if an additional truck purchase should be considered for a CIP or borrowed from the General Fund. Jensen stated the CIP projects would need to be prioritized at the next meeting.

10. Discussion/Act on County A Completion Payment to Town of Three Lakes

Discussion: Stefonek reported there was a portion of about 336 feet of curb and gutter that was not figured by either the Town or the Highway Department included that would have cost significantly more to do later.

11. Discussion/Act on Kemp Street Driveway Application, John Krueger

Discussion: Stefonek reported the request was to add a driveway directly across from the Highway Department entrance noting there is an entrance 100 feet to the east via the frontage road. Holewinski stated he did not think it should be granted so close to the roundabout. Stefonek stated the City was not in favor of approving the driveway. Stefonek noted it was the opinion of the Mr. Krueger that traffic should be slowed by the roundabout.

Stefonek stated the amount of traffic would not be reduced in addition to his concern of the large vehicles exiting the Highway Department. Jensen noted there was no home there and access to the frontage road is safer than Kemp Street.

Action: Motion by Cushing/Timmons to deny the driveway application of Mr. Kruger.

Vote: All 'aye'; motion carried.

12. Discussion/Act on Wisconsin Department of Transportation Local Force Account - STH 47/US 8 Alternate Detour Routes

Discussion: Stefonek reported the Sheriff's Department decided the County Fest Traffic should be routed away from the construction so a Local Force Account not to exceed \$3,000 was set up by the DOT.

Action: Motion by Holewinski/Jensen to approve item 12 on the agenda.

Vote: All aye; motion carried.

13. Discussion/Act on Highway Commissioner Evaluation Process

Discussion: Jensen stated Stefonek would bring back his self-evaluation to the next meeting to be reviewed by the committee in closed session.

14. Commissioner Report/Discussion

• **Operations Report**

Stefonek reported the STH 45 crack-filling PBM should be completed by the end of the day.

The bridge crew was working on the inspection list and then a PBM for some State work that should only take three or four days.

Reclaiming of shoulders of county roads should be completed the following week and then move to county road crack filling and adding shoulders to CTH L.

• **Kemp Street Management**

Stefonek reported there was a pre-con meeting for Kemp Street scheduled for July 16. Stefonek added the contractors have been very helpful in answering any questions and Corporation Counsel no longer felt an engineer would be needed to advise the County.

• **Employee Vacant Position Status**

Stefonek reported a mechanic was returning to a previous position with the City.

15. Future Meeting Dates

- August 15, 2019
- August 29, 2019

16. Future agenda items

- Highway Commissioner's performance evaluation
- Capital Improvement Projects

17. Public Comments

18. Adjourn

Jensen adjourned the meeting at 10:14 a.m.