

**MEETING OF THE JOINT ONEIDA COUNTY PUBLIC WORKS, PLANNING &
DEVELOPMENT AND LABOR RELATIONS & EMPLOYEE SERVICES**

May 24, 2018

Committee Members Present: Robb Jensen, Mike Timmons, Sonny Paszak and Ted Cushing.

Also in Attendance: Ben Rich/Highway, Dan Gleason/Highway, Lisa Jolin/Solid Waste, Lisa Charbarneau/LRES, Fred Williston/The Lakeland Times and Scott Tromp/Public.

The following matters were taken up to wit:

Call the Meeting to Order & Roll Call

Chairperson Jensen called the meeting to order at 8:00 a.m. noting the meeting was properly posted and the media notified.

1. Approve Agenda

Motion: Paszak/Cushing to approve the amended agenda. All ayes; motion carried.

2. Approve the Minutes of the Public Works Committee meeting held on May 10, 2018

Motion: Cushing/Jensen to approve the minutes of the of the May 10, 2018 meetings as presented. All ayes; motion carried.

Solid Waste Department

3. General Business Discussion/Act

A. Solid Vendor Vouchers

Motion: Cushing/Paszak to approve the Solid Waste vendor vouchers as presented. All ayes; motion carried.

4. Discussion/Act on Entrance sign to Solid Waste Transfer and Recycling facility

Jolin explained the driveway for Solid Waste was moved 15 years prior to accommodate trucks that could not get up the hill; however, the sign was not. Jolin stated she would like to move the sign to a better location. Jolin noted the new sign would not require a permit and Solid Waste possessed all the materials including the poles and boards needed to make the sign. Jolin explained she would like to update name on the sign.

Motion: Timmons/Jensen to approve replacing the sign with the appropriate lettering. Jolin stated they also needed to replace the sign at the entrance for debris placement signage. She noted they would need to include the correct hours of operation and their DNR numbers on the sign. Cushing recommending including the name at both locations with Jensen recommending the name Oneida County Transfer and Recycling Facility using the largest lettering that fits. All 'aye'; motion carried.

5. Discussion/Act on donating roll-off boxes for use during the Oneida County Fair August 2nd to 5th, 2018

Jolin stated she had received a request to provide roll-off boxes with an estimated cost of \$1,000 to Solid Waste. Jolin noted the biggest problems are there are no covers on the boxes creating potential problems with flies, odors and animals in addition to limiting the number of boxes that could be rented. Jensen noted concern the boxes would not be secure.

Motion: Cushing/Paszak to deny the request for the roll-off boxes for the Oneida County Fair. Jensen directed Jolin to follow up either with a phone call or in writing. All 'aye'; motion carried.

6. Discussion/Act on debris placement signage for site users

Jolin stated the DNR numbers needed to be added to the sign at the entrance and would like to update the sign to include the ordinance on the sign on the gate. Jolin added she would like to include signs for bagged garbage only, used oil and to keep bikes separate from the metal. Jolin stated she would like to include language to describe what is legal or not for demo. Jensen recommended providing a handout indicating what was appropriate for demo. Jolin stated they do periodically send employees to check, however, they do not have staff available to monitor the site. Jolin noted the cost of the signs was \$505 if approved.

Motion: Cushing/Paszak to approve the Solid Waste debris placement signage as presented. Jolin noted this was the first round of replacement of signs and anticipated future requests adding she would like to reuse some of the older signs. All 'aye'. Motion carried.

7. Solid Waste Report/Discussion

• **General Operations Report**

Jolin reported sales were increasing and the roll-off containers were busy but recycling was down noting they were holding onto the paper and cardboard hoping for better prices in June. Jolin reported the four employees from McNaughton cleaned CTH K and removed three truckloads of garbage. Jolin reported she was hoping for workers from work release or community service. Jolin stated additional LTE should start in June so they should begin moving into the single stream with the LTE compost person starting in June also. Jolin stated she would start working on some of the buildings and bring back the capital improvement costs to the committee.

8. Future Solid Waste agenda items

- Purchase of hot water pressure washer
- Mack tractor exchange with the Highway Department
- Review organization of the Highway/Solid Waste Department for the June 28, 2018 meeting

Highway Department

9. General Business Discussion/Act

A. Highway Department Vendor Vouchers

Motion: Jensen/Cushing to approve the Highway Department vendor vouchers as presented. All ayes; motion carried.

B. Out of County Travel:

- Snap-On Diagnostic Training Seminar on June 6, 2018 for Shop Superintendent and 2 Mechanics in Green Bay, Wisconsin

Motion: Jensen/Cushing to approve attendance of the Shop Superintendent and two Mechanics to the Snap-On Diagnostic Training Seminar on June 6, 2018 in Green Bay. All 'aye'; motion carried.

10. Discussion/Act on Staffing Request Form, 2019 Limited Term Employees

Charbarneau reported these were the annual request for both summer LTE and winter snowplow drivers.

Motion: Cushing/Timmons to approve the 2019 LTE staffing request and forward onto Labor Relations. Paszak commented the mowing along highway 8 looked great. All 'aye'; motion carried.

11. Discussion/Act on ATV/UTV STH 32 Ordinance Language Change

Jensen explained the previously approved ordinance required corrections to the language to reflect the approved ATV/UTV routes.

Motion: Jensen/Cushing to approve the ATV/UTV ordinance language changes and forward onto the County Board for consideration. All 'aye'; motion carried.

12. Discussion/Act on Awarding Chip Seal Aggregate Bid

Rich confirmed the recommendation was to award the bid to Musson Brothers, Inc. based upon lowest total cost.

Motion: Cushing/Jensen to approve the 2018 chip seal aggregate award recommendation to Musson Brothers, Inc. All 'aye'; motion carried.

13. Discussion/Act on Awarding Sand Purchase for Salt/Sand Production

Motion: Jensen/Paszak to approve the 2018 sand for salt/sand award to Musson Brothers and Pitlik and Wick at the discretion of the Highway Department as to which is the most advantageous to the county. All 'aye'; motion carried.

14. Discussion/Act on Mechanic New Hire

Charbarneau reported following a second interview the position was offered and accepted based upon starting wage at grade level I, step 2 with a reviews at six and twelve months.

Motion: Jensen/Cushing approve the new hire at grade level I, step two with a reviews at six and twelve months for possible step increases. All 'aye'; motion carried.

15. Closed session - It is anticipated that the committee will go into closed session pursuant to Wisconsin Stats. Sec. 19.85 (1) (c) for purposes of considering employment, promotion, compensation or performance evaluation data of any public employee and Wisconsin Stats. Sec. 19.85(1) (f) for considering financial, medical, social or personal histories or disciplinary data of specific person, preliminary consideration of specific personnel problems or the investigation of specific charges, which, if discussed in public, would likely have a substantial adverse effect on the reputation of the person referred to in such data (Topics – Foreperson Compensation; Equipment Operator Employment; Mechanic Compensation)

The committee did not enter into closed session.

16. The Committee will return to open session and may ratify any matter(s) discussed in closed session

The committee did not enter into closed session.

17. Commissioner's Report/Discussion

• **Grader/Automobile Accident on State Highway 8**

Rich reported a vehicle rear-ended the grader while reclaiming shoulders on highway 8 noting the driver of the grader was not injured.

• **County Mutual safety training modules**

Gleason reported the training of new LTE's was underway utilizing a paper version of the test with current employees watching and testing during rain-days. The test results will be tracked and recorded in a training file. Jensen noted the importance of reinforcing those messages. Cushing requested a copy of the results be forward to the insurance company once completed. Jensen noted there might be additional modules available dealing with sexual harassment that should be considered.

• **Harwood Contract Under Review by Corporation Counsel**

Jensen commented the contract for the bid specification was under review by Corporation Counsel.

• **Equipment Operator Resignation**

Rich reported a recently hired employee resigned possibly to address some health concerns.

- **Foreman Position Update**

Rich reported one Foreman started on May 14 as is doing well; the second will start on June 18.

18. Future Meeting Dates

- June 14, 2018
- June 28, 2018
- July 12, 2018
- July 26, 2018

19. Future agenda items

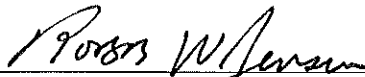
- Capital Improvement Projects by the end of June or early July
- Harwood Contract

20. Public Comment

None

21. Adjourn

Motion: Timmons/Cushing to adjourn at 8:43 a.m. All ayes; motion passed.



Committee Chairperson



Committee Secretary