

MEETING OF THE ONEIDA COUNTY PUBLIC WORKS/SOLID WASTE COMMITTEE

DATE: DECEMBER 29, 2016

MEMBERS PRESENT: PASZAK, JENSEN, TIMMONS, HOLEWINSKI, CUSHING

ALSO IN ATTENDANCE: STEFONEK/COMMISSIONER, JOLIN/HIGHWAY & SOLID WASTE,
COOPER/HIGHWAY, SABATO/LAKELAND TIMES

The following matters were taken up to wit:

Jensen called the meeting to order at 2:30 p.m. It was noted the meeting was properly posted and the media notified.

1. **Motion:** Cushing/Paszak to approve the agenda. All ayes.
2. No Chairperson announcements.
3. **Motion:** Paszak/Timmons to approve the minutes of the Public Works/Solids Waste meeting on December 20th, 2016; adding a bullet point to Future Agenda Items *Discussed WisDOT concerns regarding Highway Department involvement on vehicle fatality on USH 8. All ayes.
4. Solid Waste interim staffing. Jensen informed the committee that the recently filled Solid Waste Supervisor had a non-compete clause in the sale of his previous business; therefore could not take the position. The previous Solid Waste Superintendent was to return to the Highway Department but gave his resignation before starting at the Highway Department. Committee reviewed a list of Solid Waste priorities put together by Jolin, Solid Waste Finance Technician. Stefonek said he would like to have Jolin fill in as the Interim Solid Waste Supervisor and continue to do her current duties with the Solid Waste Department and Highway. Holewinski mentioned that when Jolin took her current position as Solid Waste Finance Technician/Highway Account Technician, it was originally set up for her hours to be 60% Solid Waste and 40% Highway. But because Highway is so encompassing, her actual hours have resulted in 35 % Solid Waste and 65% Highway. Stefonek said her hours would have to increase an additional 20 hours a week, up to 60 a week to take on the extra duties. Stefonek said since he and/or Jolin cannot be at Solid Waste at all times, he would like to assign a Leadman out there with extra duties and pay.
5. **Motion:** Holewinski/Paszak to go into closed session pursuant to Section 19.85 (1)(c) Wis. Stats for the purpose of considering employment, promotion, compensation, or performance evaluation data of any public employee over which this body has jurisdiction or responsibility. Topic: Finance Technician promotion and compensation. Roll call vote taken. All ayes.
6. **Motion:** Holewinski/Cushing to go back into open session. Roll call vote taken. All ayes. **Motion:** Holewinski/Paszak to approve Lisa Jolin as the interim Solid Waste Director at an hourly rate of \$27.68 for an average of 37.5 hours per week and to remain as the Finance Technician for an average of 22.5 hours per week not to exceed an average of 60 hours per week for a period of up to three months to begin January 3rd, 2017. Unanimous decision. All ayes.
7. Solid Waste Organizational Chart distributed to committee members. Holewinski said the previous and current Highway Commissioner has payroll split; 30% Solid Waste and 60% Highway. He said very little of the Commissioner's time is actually spent on Solid Waste issues. **Motion:** Holewinski/Timmons to have the Commissioner's wages split as follows; 5% Solid Waste and 95% Highway for 2016 and moving forward to 2017. Finance to do a journal entry to correct books.. All ayes. Committee asked Stefonek to keep track of his hours that he spends on Solid Waste issues. This will be reviewed on a quarterly basis.

8. Discussed Solid Waste Supervisor job duties and responsibilities. Holewinski commented that the supervisor does not need to attend county board meetings unless needed but would like the person to attend Public Works meetings. Holewinski questioned why the position needed a CDL or Hazardous Waste endorsement, Confined Space Entry course training and why it was still listed that they were on call 24 hours a day. Stefonek said he would look into it and get back to the committee at the next meeting.
9. Discussed Solid Waste permanent staffing. Advertising has already begun.
10. **Motion:** Cushing/Paszak to waive the vacancy review appeal for the Solid Waste Supervisor and forward to Labor Relations/Employee Services. All ayes.
11. No Commissioner's Report.
12. Future meeting dates:
 - January 12th, 2017, 8:00 a.m.
13. Future agenda items:
 - Credit card machine at Solid Waste
14. No Public Comment
15. **Motion:** Cushing/Timmons to adjourn 3:35 pm. All ayes.

Committee Chairperson

Committee Secretary