

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

**December 26, 2018**

**Public Works Committee Members Present:** Robb Jensen, Scott Holewinski, Sonny Paszak and Mike Timmons.

**Staff Present:** Bruce Stefonek/Highway, Lisa Jolin/Solid Waste, Lisa Charbarneau/LRES and Dan Gleason/Highway

**Also in Attendance:** Abigail Bostwick/Lakeland Times and Scott Tromp/Public

The following matters were taken up to wit:

**Call the Meeting to Order & Roll Call**

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

**1. Approve Agenda**

Motion: Cushing/Paszak to approve the agenda. All 'aye'. Motion carried.

**2. Approve the Minutes of the Public Works Committee meeting held on December 14, 2018**

Motion: Jensen/Cushing to approve the minutes of the December 14, 2018 meeting. All 'aye'. Motion carried.

**3. Chairperson's Announcements**

• **Blanket Purchase Orders**

Jensen reported the Highway Department has never done blanket purchase orders; however, the idea is being researched.

• **Highway Facility Options Reconsideration Process**

Jensen reported Norman Barrientos sent a copy of what would be needed to update the forms noting the recommendation to bring back this to the Administration Committee came from the Capital Improvement Committee.

**SOLID WASTE DEPARTMENT**

**4. General Business Discussion/Act:**

**A. Solid Vendor Vouchers**

Motion: Cushing/Timmons to approve the Solid Waste vendor vouchers as presented. All 'aye'. Motion carried.

**5. Discussion/Act on construction of the Demo 4 landfill**

Jolin requested the committee make a motion to continue moving forward noting she was working with Finance to determine funding and procurement of land from Forestry. Jensen commented no motion would be necessary at this time and Jolin should continue to move forward bringing back options.

**6. Discussion/Act on frequency of Solid Waste Department at Public Works Committee meetings in 2019**

The committee discussed and determined Solid Waste would only need to attend one meeting per month.

**7. Discussion/Act on distribution of Committee Per Diems in 2019**

Motion: Holewinski/Paszak that Solid Waste Department contribute twenty-five percent of the per diem for the meetings that Solid Waste is on the agenda. All 'aye'. Motion carried.

**8. Solid Waste Report/Discussion**

- **Website update**

Jolin reported the Solid Waste Website is now incorporated into the County's Website.

**9. Future Solid Waste agenda items**

- On-going capital improvement projects
- Demo site
- Goals – Long Range Plan
- Topsoil
- Slurry pond

The Solid Waste Department portion of the meeting concluded at 8:10 a.m.

**Highway Department**

**10. General Business Discussion/Act**

**A. Highway Department Vendor Vouchers**

Motion: Cushing/Timmons to approve the vendor vouchers as presented. All 'aye', motion carried.

**11. Discussion/Act on Resolution to Amend County Code 3.06 to reflect the minimum diameter of culvert to qualify for Bridge Aid as outlined by Wisconsin State Statute 82.08**

Motion: Cushing/Paszak to approve the resolution to amend the minimum diameter of culverts eligible for bridge aid and forward to the County Board for consideration as a consent agenda item. All 'aye', motion carried.

**12. Discussion/Act on Resolution for Town of Sugar Camp Bridge Aid over Kathan Creek on Lone Pine Road**

Motion: Timmons/Cushing to approve the bridge aid and forward to the County Board for consideration as a consent agenda item. All 'aye', motion carried.

**13. Discussion/Act on Traffic Maintenance Agreement**

Motion: Holewinski/Jensen to approve the Traffic Maintenance Agreement as presented. All 'aye'. Motion carried.

**14. Discussion/Act on Administration Rate**

Stefonek reported the administration rate set by the State for 2019 will be 4.56 percent and recommended using the state set rate for all entities and departments.

Motion: Cushing /Jensen to raise the Administration rate to the state set rate of 4.56 percent. All 'aye'. Motion carried.

**15. Commissioner's Report/Discussion**

- **Review of Maintenance Schedule**

Stefonek reported the maintenance schedule is a newly developed document that outlined the date work was completed on each of the county highways and will be used to determine what section of roads should be reconstructed. Holewinski requested the document include maintenance in addition to reconstruction. Stefonek noted the document will list future maintenance as

performed, however, if requested he would go back in the timecard and research when past maintenance was performed.

- **County Winter Maintenance**

Stefonek reported the department is pretreating State Highway and some County Intersections noting they currently do not have equipment necessary to pretreat county roads. However, as the department advances the equipment they will include the pretreatment of county roads.

Holewinski suggested Stefonek do something with the local television stations or newspapers to explain the pretreatment process. Stefonek informed the committee he would be providing information at the next meeting regarding funding provided by the State for brining equipment. Stefonek stated the department follows the DOT recommendations, salting the centerline first followed by the lanes and the high sides of corners if necessary. Stefonek added wings are used on the shoulders if soft or a combination of plow and/or wing if the shoulders are frozen.

**16. Future Meeting Dates**

- January 10, 2019  
Cushing stated he may not be able to attend the January 20, 2019 meeting.
- January 24, 2019

**17. Future agenda items**


- Equipment Replacement Plan
- Fuel System Upgrade
- GIS Mapping of culverts
- Brine Storage and Usage
- Rhinelander facility upgrades
- Goals – Long Range Plan
- 2019 CIP
- CTH D construction bid opening
- Kemp Street speed limit

**18. Public Comments**

None.

**19. Adjourn**

Jensen adjourned the meeting at 8:45 a.m.

  
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Committee Chairperson

  
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Committee Secretary