

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

**Oneida County Highway Department, 730 West Kemp Street, Rhinelander WI
Monday, January 27, 2020 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 (Commissioner), Lisa Jolin (Solid Waste), Adam Cira (Highway), and 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

Motion by Cushing/Paszak to approve the agenda. All 'aye'; motion carried.

2. Approve the Minutes of the Public Works Committee meeting held on January 9, and January 15, 2020

Motion by Timmons/Jensen to approve the minutes of the Public Works Committee meeting held on January 9, 2019. All 'aye'; motion carried.

3. Chairman's Announcements

• **Employee Certificate of Recognition**

Jensen presented Adam Cira with his Five Year Certificate of Recognition.

• **Wisconsin Counties Highway Association Winter Road School Report**

Jensen reported there were a total of \$1.4 billion in requests for multimodal local transportation funding. Jensen commented there was a safety plan presentation, a presentation for highly effective garages and the DOT reported nearly all counties were over average for 2019/2020 winter maintenance.

SOLID WASTE DEPARTMENT

4. General Business Discussion/Act:

A. Solid Waste vendor vouchers

Motion by Jensen/Cushing to approve the Solid Waste vendor vouchers as presented. All 'aye'; motion carried.

HIGHWAY DEPARTMENT

5. General Business Discussion/Act

A. Highway Department Vendor Vouchers

Motion by Holewinski/Timmons to approve the Highway Department vendor vouchers as presented. All 'aye'; motion carried.

B. Out of County Travel:

- a. Previously Approved Attendance for Commissioner for the North Central Region Commissioner Meeting**

b. Wisconsin County Highway Association 2020 Commissioner's Spring Training Conference, March 17-18, 2020 in Eau Claire, Wisconsin for Commissioner.

Motion by Paszak/Cushing to approve the travel for the 2020 Commissioner's Spring Training Conference, March 17-18, 2020 in Eau Claire. All 'aye'; motion carried.

6. Discussion/Act on Resolution for County A Right of Way Release to James Lakes Farms

Stefonek stated the topic was previously brought before the committee noting Brian Desmond had reviewed and the owner was in the process of obtaining a survey. Stefonek noted the County would maintain the right to access the back slope in the event of erosion in the future.

Motion by Cushing/Jensen to approve the resolution for County Highway Right of Way and forward to the Land Records Committee for consideration with the understanding there will be a description attached. All 'aye'; motion carried.

7. Discussion/Act on Revised Five-Year Road Plan

Stefonek reported the DOT had not approved either the CHIP or CHIP D yet nor did he know if the MLS funding would be available. Stefonek proposed shifting two of the projects scheduled for 2020 on CTH D to 2021. Stefonek recommended moving the Nokomis Lake West project and the Chain Lake Bridge to CTH H project to 2021 and move CTH C/STH 17 By-pass to Limber Lost to 2020. Stefonek noted CTH D from CTH E west would remain planned for 2020.

Motion by Holewinski/Cushing to move the CTH D, Nokomis Lake West and CTH D, Chain Lake Bridge to CTH H to 2021 and move CTH C to 2020 allowing the commissioner to adjust the lengths to match the budget. All 'aye'; motion carried.

8. Discussion/Act on Upgrades to Oneida County Highway Department Fuel Management System

Stefonek reported Northwest Petroleum was contacted following a system failure during a recent weekend storm. Stefonek commented a new card reader system could be transferred and used with the new fuel system with the exception of the underground wiring. Stefonek noted the project would be funded through the previously approved CIP. Jensen recommended conferring with IT regarding the upgrade.

Motion by Jensen/Cushing to move forward with the upgrading the Oneida County Highway Department Fuel Management System as presented. All 'aye'; motion carried.

9. Discussion/Act on Annual Dues for Transportation Development Association

Stefonek stated the TDA is the only association to which the department pays dues. Holewinski stated the TDA is comparable to TAD for the towns noting the association helps get legislation through that is good for the towns.

Motion by Cushing/Paszak to approve the annual dues for the Transportation Development Association as presented. All 'aye'; motion carried.

10. Discussion/Act on Rhinelander Facility Office Remodel

Stefonek commented the proposed remodel would provide the office staff a work area free from distractions with greater efficiency. Holewinski questioned how the remodel would affect the funding in the Building and Grounds account. Stefonek confirmed there were sufficient funds for the previously approved projects in addition to the remodel.

Motion by Holewinski/Paszak to approve the remodel of the office area of the Highway Department with funds to come from the Buildings account as indicated. All 'aye'; motion carried.

11. Discussion/Act on 2020 Cooperative Service Agreement for Beaver Damage Management Program

Stefonek requested the topic be postponed noting the agreement was submitted to Corporation Counsel and their questions were forwarded to the Beaver Damage Management Program. Stefonek stated he would forward Corporation Counsels questions to the Committee members.

Motion by Jensen/Timmons to postpone. All 'aye'; motion carried.

12. Discussion/Act on Closed Session: It is anticipated the committee will go into closed session pursuant to Wisconsin Stats. § 19.85(1)(c) considering employment, promotion, compensation or performance evaluation data of any public employee over which this body has jurisdiction or responsibility (Topic: Operator Mechanic Compensation)

Motion by Holewinski/Cushing to go into closed session per item 12 of the agenda. Roll call vote. All 'aye'; motion carried. Closed Session at 8:29 a.m.

13. Discussion/Act: The Committee will return to open session and may ratify any matter(s) discussed in closed session

No action taken in closed session.

Motion by Cushing/Holewinski to return to open session at 8:35 a.m.

Motion by Holewinski/Cushing to offer the Operator/Mechanic position at step 3 plus a PTO package equivalent for 1 to 8 years of service. All 'aye'; motion carried.

**14. Commissioner Report/Discussion
Operations Report**

Stefonek reported the ATV/UTV routes connecting current routes on county highways to the city have been posted and are now open.

15. Future Meeting Dates

- February 13, 2020
- February 27, 2020
- March 12, 2020
Holewinski stated he will not be attending the March 12, 2020 meeting.
- March 26, 2020

16. Future agenda items

- Review of Commissioners six-month goals
- Change to setback rules for future demo site at Solid Waste

- Future technology upgrades for current facility and equipment
- Advantages/Disadvantages of outsourcing needs

17. Public Comments

None

18. Adjourn

Meeting adjourned at 8:43 a.m.

Committee Chairman

Committee Secretary