

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

**Oneida County Courthouse, County Board Meeting Room
Thursday, January 28, 2021 8:00 a.m.**

Attendance:	Present	Excused	Absent
Ted Cushing	X		
Scott Holewinski	X		
Mike Timmons	X		
Sonny Paszak	X		
Bob Almekinder	X		

Also Present: Lisa Jolin/Solid Waste, Ben Rich/Highway, Lisa Charbarneau/LRES, Dan Gleason/Highway and Tracy Hartman/County Clerk (via phone).

Via Zoom: Bruce Stefonek/Highway, Jeri Cooper/Highway and Brian Jopek/Lakeland Times.

Chairman Cushing called the Public Works Committee meeting to order at 8:00 a.m. noting the meeting was ADA accessible and properly posted.

1. Approve agenda

Motion by Paszak/Timmons to approve the second amended agenda. Motion carried.

2. Approve the minutes of the Public Works Committee meeting held on January 11, 2021.

Motion by Holewinski/Cushing to approve the minutes of the Public Works Committee meeting held on January 11, 2021. Motion carried.

3. Public Comments

No public comment.

SOLID WASTE DEPARTMENT

4. General Business Discussion/Act

A. Solid Waste vendor vouchers

Motion by Timmons/Paszak to approve the Solid Waste vendor vouchers as presented. Motion carried.

5. Discussion/Act on Quote to fix Seabright Compactor

Jolin reported the quote to fix the compactor was \$4,136.34 noting the company was certain replacement of this part would fix the machine.

Motion by Holewinski/Paszak to approve the repair as presented. Motion carried.

6. Discussion/Act on Specs for 644P Loader

Jolin noted the model number was updated and the cost increased about \$1,500 from the previous year. The purchase price was \$235,000 or \$41,664.32/year over 6 years to finance with a delivery date of 6 to 8 weeks but was not sure of the trade-in amount. Holewinski asked Jolin to bring back with the delivery date, trade-in amount and how a larger down payment would affect the cost. Cushing asked for costs if financed by the County.

7. Solid Waste Report/Discussion

- **Operational**

Jolin reported Structures Unlimited performed the preventive maintenance while on site at a reduced rate with funding coming from the 2021 Buildings and Maintenance budget. The glass fund money was being transferred over by Finance. Jolin reported she would be bringing back costs for the bailer building. A check for \$2,500 was received from Charles Schneider so she would recommend to Corporation Counsel to dismiss the lawsuit. Recycling expense worksheets have been sent to the towns and the Clean Sweep Grants came in with increases over the previous year. Preventive maintenance has been done and the yard pickup has been repaired but they will need to repair the bailer this summer. Jolin reported Eagle Waste was sold to Republic in addition to Advanced being sold to Waste Management and questioned what if any affect it may have on incoming waste and recycling. Jolin reported she planned on having the year-end information to Finance by the end of the month and was finalizing the DNR reports.

HIGHWAY DEPARTMENT

8. General Business Discussion/Act

A. Highway Department vendor vouchers

Motion by Holewinski/Paszak to approve the Highway Department vendor vouchers as presented. Motion carried.

9. It is anticipated that the committee will go into closed session pursuant to section 19.85(1)(c) for purposes of considering employment, promotion, compensation or performance evaluation data of any public employee. (Topic Highway Commissioner Recruitment).

Motion by Holewinski/Almekinder to go into closed session per item 9 of the agenda. Roll call vote; all 'aye'. Motion carried. 8:18 a.m.

10. Return to open session.

Motion by Holewinski/Cushing to return to open session. Roll call vote; all 'aye'. Motion carried. 8:46 a.m.

11. Discussion/Act on Highway Department Commissioner Recruitment Process:

~~a. Interview questions~~

b. Interview dates

Cushing announce in closed session they discussed the Highway Commissioner recruitment process and scheduled interview dates for 2/6, 2/13 and 2/20 if necessary with times to be determined.

12. Discussion/Act on approval of ATV/UTV County Highway Route Policy Revisions

Gleason reported the revisions were made to mirror the snowmobile route policy. Timmons noted the language contained references to snowmobiles rather than ATV/UTV's. Motion to approve the ATV/UTV County Highway Route Policy with the changes to be made and brought back to the next meeting. Motion carried.

13. Discussion/Act on recommendations to solicit support for County Highway

Construction referendum questions

Holewinski recommended they need to inform the public the reasons why the referendum is needed. Cushing requested Gleason develop a letter that can be sent to the towns for discussion and post by the minutes of the meeting, and then request the paper to print. Timmons noted the upcoming primary election could be an opportunity to reach the public. Holewinski question if they could set up a table with flyers for the public. Tracy Hartman stated she would review the state statute regarding electioneering at a polling locations. Cushing noted since this referendum was not on the ballot this was not electioneering. Holewinski noted to avoid a walking quorum, the letter should be developed and brought back for the committee's input. He recommended scheduling a meeting to discuss developing a flyer followed by a letter for the paper.

14. Discussion/Act on approval of new department logo

Cooper reported the new design was developed by a LTE at the department with a degree in graphic design. If the committee approved the logo prices could be brought back to a future meeting. Cushing asked Cooper to bring back with the pricing.

15. Discussion/Act on Brine Mixing Facility reconstruction

a. Invitation to Bid

Stefonek requested the Committee's input on dates to advertise and the date to be brought back for approval. Stefonek noted the only thing Hunter Engineering is still working on is the specifications for the electrical. Timmons stated the project documents should be complete prior to bidding. Stefonek stated everything is going out as a package and whatever day the committee picks Hunter will have the electrical specifications ready. Timmons stated Hunter should have state approved plans prior to submitting so they do not require change orders later. Stefonek noted according to the engineer, the shop drawings are not made and stamped by their engineer until the trusses are ordered. Holewinski stated they want completed, State approved plans including trusses prior to bidding out the project.

b. Proposal for Construction Supervision

Stefonek reported Hunter requested the Committees guidance on who and how often they want someone on site to oversee the work. Timmons stated the City of Rhinelander Fire Department are State inspectors should be notified at every step. Holewinski stated based on the City's inspections they do no need to hire an outside firm. Cushing stated they need the electrical plans completed and approved so this can be done as a complete package.

c. Bid Submittal Form

16. Commissioner Report/Discussion:

• Rhinelander Facility Masonry

Rich reported work was started on the east entrance by Paul Renn Masonry noting the building has been damaged over time by trucks boxes. Stefonek noted fortunately the previously approved repairs to the damage were not completed noting there will be some additional cost to the previous estimate.

17. Future Meeting Dates:

- February 6, 2021 - interviews
- February 11, 2021
- February 13, 2021 - interviews
- February 20, 2021 - interviews
- February 25, 2021

18. Future Agenda Items

- Purchase of loader
- 2021 Chip Seal
- ATV Route policy revision
- Brine Mixing Facility reconstruction

19. Public comments

No public comments

20. Adjourn

Meeting adjourned the meeting at 9:25 a.m.

Committee Chairman

Committee Secretary