

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

**Oneida County Highway Department, 730 West Kemp Street, Rhinelander WI  
Thursday, February 13 2020 at 8:00 a.m.**

<b>Attendance:</b>	<b>Present</b>	<b>Excused</b>	<b>Absent</b>
Robb Jensen, Chair	X		
Scott Holewinski, Vice-Chair	X		
Mike Timmons, Secretary	X		
Ted Cushing	X		
Sonny Paszak	X		

**Also Present:** Bruce Stefonek (Commissioner), Conner Jensch (Northeast Asphalt), Brad Pitlik (Pitlik & Wick) 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 15, 2020 and January 27, 2020**

Motion by Paszak/Timmons to approve the minutes of the Public Works Committee meetings held on January 15, 2020 and January 27, 2020. All 'aye'; motion carried.

**3. Chairman's Announcements**

**• Wisconsin Counties Association Legislative Exchange Review**

Jensen reported there was an anticipated \$800 million surplus for 2019 and suggested the balance could be put into roads noting the value in contracting representatives.

**HIGHWAY DEPARTMENT**

**4. General Business Discussion/Act**

**A. Highway Department Vendor Vouchers**

Motion by Timmons/Cushing 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**

**5. Discussion/Act on Close Acceptance of Bids and Possibly Award Contract for 2020 County Highway C Project**

Motion by Holewinski/Cushing to close acceptance of bids for the 2020 County Highway C Project. All 'aye'; motion carried.

Company	Item Description		Additional Options		
	Total		Asphaltic Rumble Strips 2-Lane Rural		
			Shoulder 465.0425		
	at 24' Wide	Alternate at 26' Wide	Approx. 14,000'	10.66 Miles	5.33 Miles
Northeast Asphalt	\$ 918,588.60	\$ 990,824.35	\$ 3,780.00	\$ 8,442.75	\$ 5,346.98
Pitlik & Wick	\$ 947,564.00	\$ 1,019,068.25	\$ 4,760.00	\$10,131.30	\$ 5,346.98

Holewinski stated he was in favor of the 26-foot wide surface but was not certain if the rumble strips were also needed. Stefonek stated the 5-year road plan estimate for the project was low; however, approximately \$250,000 carried forward from the Kemp Street Project so the mileage was increased.

Motion by Holewinski/Cushing for the Commissioner to review the bids with the total anticipated cost and bring back his recommendation based upon available funding. All 'aye'; motion carried.

**6. Discussion/Act on Review and Possibly Award Contract for 2020/2021 Oneida County Bridge Inspections**

Stefonek reported according to Brian Desmond since the anticipated cost was under \$50,000 he would only need to solicit for three quotes.

- KBIS \$12,780
- Corre Engineering \$13,116
- Ayres Associates \$19,030

Motion by Timmons/Holewinski to approve the KBIS bid for the 2020/2021 Oneida County bridge inspections at a cost of \$12,780 per year. All 'aye'; motion carried.

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

Stefonek reported he met with a representative from Petro who suggested they perform a temporary fix for \$5,618.70 (not including electrical) that will last for 12 to 24 months because cost would be tens-of-thousands more this year. Stefonek suggested bringing in the representative to present to the committee. Holewinski suggested bidding the project now then reject if it comes in far over the budgeted amount. Jensen noted some of the needed studies for the fuel system and the brine system may overlap. Holewinski recommended listening to the presentation and at that point, decide to do the temporary fix or move forward.

**8. Discussion/Act on Asphalt Crack Router Purchase**

Stefonek reported the department owns two crack routers that are both in need of repairs in excess of \$1,800 each. In addition to all of the County work that needed to be performed this summer, the DOT was issuing at least one PBM. Stefonek stated the trade in value for the 1998 router was \$2,300 and \$4,000 for the 2008 model recommending trading in the 1998 and keeping the 2008 as a backup. Furthermore, the 2019 repairs of \$4,500 offset the revenue that could have potential paid for a new router.

Motion by Holewinski/Cushing to proceed with the purchase of the new router not to exceed the \$12,300 less the trade-in with funds to be transferred to the machinery account from the PBM account. All 'aye'; motion carried.

**9. Discussion/Act on Approval to Hire Engineer to Draft and Design Brine Building Plans**

Stefonek reported Forest County shared their plans and specifications for their brine building. Stefonek stated the designer was willing to work with Oneida County for about \$3,500 but he only works part time and may not have plans and submittals ready until the fall. Stefonek recommended soliciting for more proposals to redraw the plan and prepare the state submittals. Discussion of building design and site layout.

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

Motion by Timmons/Jensen to approve the 2020 Cooperative Service Agreement for Beaver Damage Management Program. All 'aye'; motion carried.

**11. Commissioner Report/Discussion  
Operations Report**

○ **Present Revised 5-Year Road Plan**

Stefonek reported he would be bringing back an updated road plan. Discussion of additional CIP funding and carryforward. Jensen requested the Commissioner bring back how much additional construction the CIP funding allowed for and update years 2021 to 2025 of the road plan.

**12. Future Meeting Dates**

- February 27, 2020
- March 12, 2020  
Holewinski confirmed he would not attend the March 12, 2020 meeting.
- March 26, 2020

**13. Future agenda items**

- Review of Commissioners six-month goals
- Advantages and disadvantages of outsourcing needs

**14. Public Comments**

None

**15. Adjourn**

Meeting adjourned at 9:05 a.m.

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Committee Chairman

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Committee Secretary