

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

**Oneida County Courthouse, County Board Meeting Room
Thursday, March 25, 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, Bruce Stefonek/Highway, and Dan Gleason/Highway.

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

Committee Chair Cushing called the Public Works Committee meeting to order at 8:19 a.m. noting meeting was properly posted. Cushing also noted the start of the meeting was delayed while technical difficulties were addressed.

1. Approve agenda

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

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

Motion by Timmons/Paszak to approve the minutes of the Public Works Committee meeting held on March 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 Holewinski/Cushing to approve the Solid Waste vendor vouchers as presented. Motion carried.

5. Discussion/Act on redesigning back gate on roll-off boxes

Jolin reported the roll-off boxes on the sort line had dump boxes but could be redesigned with a swing gate to work as roll-off boxes to rent at a cost of \$779 each. Jolin recommended beginning with two and if it works do more in the future.

Motion by Timmons/Paszak to approve the redesign of the back gate of two of the roll-off boxes. Motion carried.

6. Solid Waste Report/Discussion

• Operational

Jolin reported Solid Waste assisted Buildings & Grounds with the disposal of paper from the Sheriff's Department basement. Jolin informed the committee she was looking into updating the security surveillance system including Demo 4, McNaughton was working

to return inmates for work in the yard hopefully by June and compost screening will be completed once it dries out.

HIGHWAY DEPARTMENT

7. General Business Discussion/Act

A. Highway Department vendor vouchers

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

B. Out of County travel for:

a. Commissioner and committee members to 2021 WCHA Summer Road School in Wisconsin Dells, June 7 – 9, 2021

Ted Cushing and Scott Holewinski indicated they would attend, however, they could cancel prior to the May 7th deadline.

b. Patrol Superintendent, 2 Foreman and 1 Mechanic Operator to 2021 Work Zone Field Manual Training in Waupaca, Wisconsin on April 21, 2021

Motion by Timmons/Holewinski to approve the out of county travel for Work Zone Field Manual Training in Waupaca on April 21 for the Patrol Superintendent, 2 Foreman and 1 Mechanic Operator.

8. Discussion/Act on 2021 Brine Mixing Facility bid specifications

Holewinski recommended addressing agenda items 8 and 9 together. Holewinski noted the project was referred to by three different names in three different documents and needed to be corrected. Holewinski questioned how they would determine if the lowest bidder was responsible as indicated in the invitation to bid. Holewinski noted the document stated *subcontractors are welcome to attend* but it should be updated to *will attend*. Holewinski also noted where the documents listing *Bruce Stefonek* which should be updated to *Alex Hageman*. Holewinski commented the invitation to bid on page 45 was unclear regarding whether a general contractor was in charge of hiring all subcontractors and added Corporation Counsel should review the insurance requirements on page 44. Holewinski questioned where the unit prices previously approve referenced on page 39, item 14 were listed and noted item 19 on page 42 their system does not allow for approval under the 10 day payment requirement. Timmons commented the requirements on page 36 for marking of tools etc. may eliminate potential bidders.

Ted Cushing excused at 8:45 a.m.

Almekinder noted much of the contract language was standard and has not had an effect on his customers.

Holewinski commented they will need to clarify with Chuck Hunter the contract will be awarded to one bidder.

Timmons recommended the start date be specified as soon as possible but was fine with end date as listed as 10/1/2021.

Stefonek noted electricity is available, however, porta potties would need to be supplied. Holewinski stated the contractor is responsible for porta potties and should be included in the contract.

Motion by Holewinski/Timmons to instruct the Commissioner to go back to Hunter and clarify the questions discussed and coordinate a meeting with Holewinski based on his work schedule.

Timmons recommended organizing the material list so that materials are not missed. Motion carried.

9. Discussion/Act on approval to hire Hunter Engineering & Design as Project Manager for 2021 Brine Mixing Facility construction

Stefonek reported the City and State inspectors only perform periodic checks and it was the recommendation of Chuck Hunter to designate the Commissioner to be onsite daily and bring any questions back to the project engineer. Holewinski commented it was in the best interest of the County to hire someone oversee the project. Discussion of the insurance requirements for the project manager.

Motion by Paszak/Timmons to approve the contract with Hunter Engineering based on Corporation Counsel reviewing the proper coverage for the engineering firm. Motion carried.

10. Discussion/Act on resolution to support and promote National Work Zone Awareness Week, April 26-30, 2021

Motion by Timmons/Pazak to approve the resolution and forward to the County Board. Motion carried.

11. Discussion/Act on review of 2020 chip seal operations

Holewinski stated there was a motion from the May 14, 2020 committee meeting to continue with chip sealing for 2020 and evaluate for efficiency and the impact upon other County work. Holewinski commented the chip sealer was used for a total of 89.5 hours noting it lost \$404 for the equipment fund and the road crew worked 266 hours for other counties making the department a contractor for other counties. Holewinski stated Brian Pitlik told him all jobs are figured adding 2 percent to account for bad weather that can require a job to be redone. Holewinski stated the square footage cost was based on 24 foot width but he measured the project; it was under 23 feet wide and the amount of oil was reduced based on the chip sample. Holewinski questioned how the additional \$100,000 in County maintenance for 2021 would get done if crews were working in other counties. Stefonek stated in 2020 they neared the amount budgeted for maintenance requiring work to stop, but working for other counties is no different than working for the State as those entities then pay their wages. Stefonek noted the loss on the chip spreader included depreciation which was actually money made for future equipment purchases. Almekinder commented that money should then go into an account to replace the equipment in the future. Holewinski stated the motion was to try for one more year but all it does is shift the crew to other counties and he believed they were still losing money in the equipment fund when including all the indirect costs. Timmons commented there were several companies that specialize in chip sealing. Holewinski commented the \$66,000 in work performed for other counties could be shifted to the \$100,000 added for maintenance in 2021 to keep the crew busy for the entire year. Stefonek emphasized the chip spreader ensures more equipment is used benefiting the equipment fund while getting a good quality product at a lesser cost. Timmons questioned why different counties were invoiced more or less than others. Stefonek explained some counties use only the chip spreader while others utilize a crew from Oneida County to chip seal. On behalf of the incoming Commissioner, Stefonek questioned if the decision were made to sell the chip spreader, possibly to Lincoln County, would the Committee be in favor of renting the spreader to continue chip sealing or would it be bid out to private vendors. Holewinski stated he felt chip sealing should be done by a company that does it all summer long questioning how many County employees have been needed to be trained on the chip

spreader. Stefonek confirmed two of the employees trained initially left, however, one returned and another employee was trained. Holewinski commented because of the rain the chip seal performed on CTH J would have redone if done by a private company. Stefonek stated a number of people in the business, including Fahrner have looked at CTH J and none said to redo it. Almekinder questioned if the department was already committed to work in other counties. Stefonek confirmed those counties would need to find someone else to chip seal. Holewinski stated he wanted detailed reporting on labor and benefits as well as application rates following completion.

Motion by Holewinski/Paszak to continue doing chip sealing for 2021 and reevaluate upon completion. Motion carried.

12. Discussion/Act on potential award of 2021 chip seal aggregate bid

Company	3/8" Chips 2,000 Tons	Total Cost	Distance Round Trip Miles	Total Estimated Cost with Trucking
Musson Bros.	14.95/Ton	29,900	49.0	\$ 40,244.44
Pitlik & Wick	15.90/Ton	31,800	65.8	\$ 45,691.11

Stefonek reported the lower cost aggregate from Musson was analyzed and met specifications.

Motion by Timmons/Paszak to approve the bid from Musson Brothers. Motion carried.

13. Discussion/Act on potential award of 2021 chip and fog seal oils and application bid

Company	Seal Coat CRS-2 60,750 Gallons	Fog Seal CSS-1H D50 17,600 Gallons	Mobilization Lump Sum	Total Estimated Price
Fahner/Flint Hills	128,182.50	24,288.00		\$ 152,470.50
Henry G. Meigs LLC	131,220.00	23,496.00	-	\$ 154,716.00

Stefonek stated the specification for the chip seal rate was 0.38 and fog seal rate of 0.11. However, the analysis of the aggregate will allow them to begin at 0.34 and drop to 0.32. Holewinski instructed Stefonek to report the actual rate used to the committee.

Motion by Timmons/Almekinder to approve the low bid from Fahrner and Flint Hills. Motion carried.

14. Discussion/Act on additional 2021 road construction

Stefonek reported there should be approximately \$477,000 remaining for addition construction. The pavement on CTH D located between the two projects was in better condition than proposed portion of CTH E. Holewinski questioned if the money would be better applied to additional chip sealing. Stefonek confirmed there was possibly \$475,000 of additional funds in the Maintenance Account from continuing appropriations. Stefonek reported there was approximately 3 miles from STH 47 to E and 1.81 miles for CTH E. Motion by Timmons/Paszak to instruct the Commissioner to work out a spec for CTH D from STH 47 to CTH E and bring back with proposed funding. Motion carried.

15. Discussion/Act on Application to Designate an ATV/UTV Route on CTH D in the Town of Lake Tomahawk

Stefonek reported the application criteria has been met.

Motion by Timmons to approve the Application to Designate an ATV/UTV Route on CTH D in the Town of Lake Tomahawk. Motion carried.

16. Discussion/Act on Ordinance Amendment to designate a portion of CTH D as an ATV/UTV route in the Town of Lake Tomahawk

Motion by Timmons/Almekinder to approve the Ordinance Amendment to designate a portion of CTH D as an ATV/UTV route in the Town of Lake Tomahawk and forward to the County Board. Motion carried.

17. Discussion/Act on results and potential award of 2021 gravel crushing bids

Company	3/4 inch 10,000 ton		1 1/4 inch 5,000 ton	
PGA	3.22	\$ 32,200.00	3.13	\$ 15,650.00
James Peterson Son's	3.79	\$ 37,900.00	3.69	\$ 18,450.00
Pitlik & Wick	4.02	\$ 40,200.00	3.85	\$ 19,250.00

Stefonek reported the quantity will be confirmed following crushing.

Motion by Almekinder/Timmons to approve the low bid from PGA for 2021 gravel crushing. Motion carried.

18. Discussion/Act on 2021 USDA-APHIS-WS Cooperative Service Agreement for beaver damage management program

Stefonek stated the price was the same as the previous year but used a new format which incorporated all of Corporation Counsel previous changes and was currently under review by Corporation Counsel.

Motion by Timmons/Paszak to approve the 2021 USDA-APHIS-WS Cooperative Service Agreement for beaver damage management program per Corporation Counsels review. Motion carried.

19. Discussion/Act on purchase of redesigned department logo for trucks and equipment

Stefonek reported the department was out of department logos. A LTE designed a new logo which was bid along with the current logo. Printworks quoted the lowest cost on the preferred material. Stefonek requested approval to purchase 100 14 inch and 100 18 logos from Printworks.

Motion by Holewinski/Almekinder to approve the purchase 100 14 inch and 100 18 logos from Printworks. Motion carried.

20. Commissioner Report/Discussion

Stefonek reported tree and brush cutting continued as well as patching in and some mastic for the State USH 8.

21. Future Meeting Dates:

- April 8, 2021
- April 22, 2021

22. Future Agenda Items

- Purchase of loader
- Brine Mixing Facility Specifications and Contract
- Brine Mixing Facility Costs

23. Public comments

No public present.

24. Adjourn

Meeting adjourned the meeting at 10:08 a.m.

Committee Chairman

Committee Secretary