

**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, April 25, 2019 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/Highway, Lisa Jolin/Solid Waste, Jeri Cooper/Highway, Dan Gleason/Highway and Mario Koran/Northwoods River News

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

Action: Motion by Cushing/Paszak to approve the amended agenda.

Vote: All 'aye', motion carried.

2. Approve the Minutes of the Public Works Committee meeting held on April 10, 2019 and April 11, 2019

Action: Motion by Timmons/Jensen to approve the minutes of the April 10, 2019 and the April 11, 2019 meetings as presented.

Vote: All 'aye', motion carried.

3. Chairman's announcements:

• **Organization of Highway Department agenda items**

Jensen stated he thought the tour of the chip-sealed roads should take place at the end of the meeting. Timmons questioned if the agenda item was properly posted noting the lack of specific location information and anticipated times.

• **Funding Opportunities Committee**

Jensen reported a sub-committee would be meeting the following week to discuss potential collaboration of departments.

Solid Waste Department

General Business Discussion/Act

A. Solid Waste vendor vouchers

Action: Motion by Jensen/Cushing to approve the vendor vouchers as presented.

Vote: All 'aye', motion carried.

4. Discussion/Act on Demo Site 4-proposal 2

Action: Motion by Jensen/Timmons to support moving forward on Demo Site 4-proposal 2.

Vote: All 'aye', motion carried.

5. Discussion/Act on 2018 Financial Statement

Discussion: Jolin provided the committee a synopsis of the 2018 Financial Statement. Jolin noted once the current demo site is full the demo will need to be transferred. Jensen recommended exploring the idea of storing the demo materials until the new site was ready. Jolin stated that overall the department came out positive \$82,000. Holewinski stated the fund balances should be included in the statement.

Highway Department

6. General Business Discussion/Act

A. Highway Department Vendor Vouchers

Action: Motion by Cushing/Paszak to approve the vendor vouchers as presented.

Vote: All 'aye', motion carried.

B. Out of County Travel: None

7. Discussion/Act on Highway Department Continuing Appropriations

Discussion: Cooper reported in the previous four years they had carried forward \$650,000 or more in construction as a cushion but now are down to just \$4,191. Cooper expressed the finance director was concerned noting they should carry forward about \$200,000. Holewinski expressed concern that the county roads were not being maintained adequately noting the need for more money to catch up rather than performing work for towns.

8. Discussion/Act on meeting agenda and materials delivery options

Discussion: Jensen questioned if the committee members were open to receiving the meeting materials electronically. Stefonek noted large documents would still be printed but smaller documents and the agenda could be emailed with arrangements to be made for committee members that do not have access to email. Jensen stated a tentative agenda with available materials could be emailed on Thursday with the final going out Monday with any additional documents.

9. Discussion/Act on ATV/UTV Policy

Discussion: Timmons stated action was no longer required.

10. Discussion/Act on application for ATV/UTV Routes on County Highways J, E and D in the Towns of Woodruff and Newbold

Discussion: Jensen stated he would like this submitted as a consent agenda item and to note the highlighted items are being added as new routes.

Motion: Cushing/Holewinski to approve the Ordinance Amendment and forward to the County Board for their consideration as a consent agenda item.

Vote: All 'aye'; motion carried.

11. Discussion/Act on County Y Relocation Order

Discussion: Stefonek reported the final phase of CTH Y was moved up to 2020 requiring they expedite the purchase of twelve small pieces of land.

Motion: Holewinski/Cushing to approve the County Y relocation order as presented.

Vote: All 'aye'; motion carried

12. Discussion/Act Land Acquisition for County Y

Discussion: Stefonek reported there was not time to put out for bid but the quote from Steigerwaldt was in line with the previous acquisition.

Action: Cushing/Paszak to approve the Steigerwaldt estimate for the land acquisition on County Y to be completed by the deadline.

Vote: All 'aye'; motion carried.

13. Discussion/Act on 2019 Chip Sealing Bids followed by tour

Motion: Holewinski/Cushing to postpone the decision 2019 chip sealing bids to May 9, 2019.

Discussion: Jensen stated they needed to move forward with chip sealing questioning what would be gained by touring previous projects recommending the working with the county consortium. Holewinski referenced previous problems noting the lack of experience of the department employees as well as the cost to restripe CTH C. Stefonek reported the vendor needs a decision in order to schedule. Holewinski expressed concern the Stefonek's estimates may not fully reflect all of the costs. Jensen stated counties are doing more maintenance work for county and town roads. Stefonek commented chip sealing is a proven tool to extend the life of roads and should be done regardless even if it means doing fewer lane miles each year using the private sector.

Vote:

- Holewinski: Aye
- Timmons: Aye
- Cushing: Aye
- Paszak: Aye
- Jensen: No

Follow through: Cushing questioned the need to tour the roads. Holewinski stated they should cancel the tour. Jensen requested Stefonek provide a document outlining the benefits of the county performing the maintenance.

14. Commissioner Report/Discussion

- **Operations Report**

Stefonek reported there was an addendum for the Kemp Street project noting the deadline was extended until May 6, 2019 with an expected recommendation for the May 9, 2019 meeting. Stefonek stated only two culverts needed replacement and Tim Kingman was in agreement the City should participate and would negotiate on cost. Stefonek reported Steigerwaldt recommend having an informational meeting for CTH Y regarding timeframe and the land acquisitions.

Stefonek reported there was an agreement signed in 1981 with Forest County accepting responsibility of CTH M south of Max Road so they no longer planned to chip seal but will repair the road where needed.

Stefonek reported the department planned to continue working with Forestry Department on the ATV trails.

Stefonek reported they plan to finish filling potholes before starting crack filling but would like to wait until asphalt is available the following week the once seasonal weight limits were lifted.

Stefonek reported State signs were being replaced first, followed by County signs and based upon classification.

Stefonek reported on state roads they use a three-quarter-by-three-quarter router bit but will be comparing with one-inch-by-one-inch bit that was recommended by Pitlik & Wick.

15. Future Meeting Dates

- May 9, 2019
- May 23, 2019

16. Future agenda items

- Warranty work on previous years striping
- Kemp Street Speed Limit
- Brine Facility
- Machinery Purchase Account

17. Public Comments

None

18. Discussion/Act on tour of chip sealed roads

Motion: Jensen/Cushing postpone indefinitely the tour of the chip sealed roads.

Vote: All 'aye', motion carried.

19. Adjourn

Jensen adjourned the meeting at 9:16 a.m.

Committee Chairperson

Committee Secretary