

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

**Oneida County Courthouse, Committee Room 2  
Thursday, May 14, 2020 8:00 a.m.**

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

**Also Present:** Bruce Stefonek/Highway Commissioner, Lisa Jolin/Solid Waste, Dan Gleason/Highway, Jeri Cooper/Highway, Bart Sexton/Sand Creek Consultants

Committee Vice-Chair Holewinski called the Public Works Committee meeting to order at 8:00 a.m. noting the change in location from the County Board Room to Committee Room 2 and Committee Chair Cushing was running about ten minutes late.

**1. Approve agenda**

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

**2. Approve the minutes of the Public Works Committee meetings held on March 12, 2020 and April 30, 2020**

Motion by Timmons/Almekinder to approve the minutes of the Public Works Committee meetings held on March 12, 2020 and April 30, 2020. All 'aye'; motion carried.

**3. General Business Discussion/Act:**

**A. Highway Department vendor vouchers**

None.

**B. Credit Account Contracts**

Jolin reported both applications would be started with a \$500 limit.

Motion by Paszak/Almekinder to approve the two credit applications. All 'aye'; motion carried.

**C. Recycling Contract for the Town of Birch**

Jolin reported both towns are located in Lincoln County and both five-year agreements were ending this year.

Motion by Holewinski/Almekinder to approve the credit application for the Town of Birch. All 'aye'; motion carried.

**D. Recycling Contract for the Town of Tomahawk**

Motion by Timmons/Almekinder to approve the credit application for the Town of Tomahawk. All 'aye'; motion carried.

*Chairman Cushing joined the meeting at 8:04 a.m.*

**4. Discussion/Act on Demo 4 Construction and Demo 3 Closure bids**

Jolin reported they attempted to bid the closure of demo 3 and the opening of demo 4 together to save money, however, the bids came in higher than anticipated. Jolin stated the

low bidder incorrectly totaled their bid so Corporation Counsel recommended either accepting the second lowest or rebidding the project. Holewinski confirmed they have \$40,000 and were short \$47,820 for the demo closure. Jolin noted they could wait until fall for the closure. Timmons added they should make certain the County was protected. Sexton confirmed a performance bond was included but noted it adds to the cost of the bids. Motion by Timmons/Cushing to throw out all bids and rebid the project having re-worked the specs because the low bid did not follow the bidding instructions and there was not enough budgeted for the next low bid. All 'aye'; motion carried.

#### **5. Discussion/Act on 2019 Financial Report**

Jolin reported including the money used for building maintenance, grinding and the truck purchase the department came out approximately \$78,000 ahead for the year. Jolin stated she would bring back the amount carried over from previous years estimating the amount at approximately \$300,000 in total.

Motion by Holewinski/Paszak to accept the financial report as presented. All 'aye'; motion carried.

#### **6. Solid Waste Report/Discussion**

- **Recycling**

Jolin reported the current cost to dispose of comingled recycling was about \$60/ton and was stacking up without staff for the sort line. Jolin added even if fully staffed within two weeks they would not be able to catch up. Timmons recommended inquiring if there was Covid 19 funding available. Jolin commented other counties have started landfilling recyclables adding she had been in contact with Eagle Waste to discuss additional options.

- **Compost**

Jolin reported they have sold 323 yards with 230 yards scheduled to be delivered noting she expected they may sell out of the 1,200 yards. Jolin commented they would make more if material becomes available. Timmons recommended contacting the towns for grindings.

#### **7. Future Agenda Items**

- **Resolution to request legislative change on demo site set backs**

Jolin recommend trying to get the setbacks changed before demo site 4 begins to fill and a new site was needed.

#### **8. General Business Discussion/Act:**

##### **A. Highway Department vendor vouchers**

Motion by Timmons/Almekinder to approve vendor vouchers. All 'aye'; motion carried.

#### **9. Discussion/Act on Hiring Northwest Petroleum for the Fuel System Design and Permits**

Stefonek reported the proposal estimate was \$513,500 noting \$213,000 was budgeted through the CIP with approximately \$92,000 additional in the fuel account less the \$27,000 for the cost of the approved vendor card system and soil sampling. Stefonek reported they have enough remaining for the Northwest Petroleum portion noting the costs estimated for

REI appeared to be much higher than if the department performed the work. Stefonek added the costs associated with the retention pond would only be necessary if more than an acre was disturbed.

Motion by Timmons/Paszak to direct the Commissioner to work with both REI and Northwest Petroleum to find out exactly what work including cost can be performed by the department and bring back his recommendation. All 'aye'; motion carried.

#### **10. Discussion/Act on Review and Evaluation of 2019 Chip Seal Projects and 2020 Projects**

Stefonek provided a cost comparison since 2016 and an explanation for the variance in costs from year-to-year. Holewinski stated none of the indirect cost were included nor did the estimate account for wage and benefit increases for 2020. Holewinski commented the administration rate of 4.56 percent should also be included and charged to county work as well. Holewinski commented the chip seal on performed in 2019 looked good but expressed concern for problems with CTH C adding the sweeping, brushing and filling of potholes were not getting done. Cushing stated he previously made the motion to continue for one more year and if it is not profitable or does not look right, it is gone. Timmons questioned if trucking costs for the chips were included and the actual cost of the chips were the lowest. Stefonek confirmed the mileage was similar and the pit location was the most cost effective. Timmons also questioned if the work for the State was hindering County maintenance. Stefonek noted when he started he was instructed by the committee to spend the entire RMA.

Motion by Cushing/Timmons to stay with the chip sealing project for 2020, evaluate for efficiency as well as the impact upon other county work and if the numbers do not work, get out of the business for 2021. All 'aye'; motion carried.

#### **11. Discussion/Act on Award of 2020 Chip and Fog Seal Oil/Application Proposal**

Stefonek recommended the low bid from Flint Hills and Farhner Asphalt of \$84,725.

Motion by Timmons/Cushing to approve the low bid from Flint Hills/Farhner. All 'aye'; motion carried.

#### **12. Discussion/Act on Award of 2020 Chip Seal Aggregate Proposal**

Stefonek recommended the bid from Trapp Brothers based on hauling distance and overall lowest cost.

Motion by Paszak/Almekinder to approve the bid from Trapp Brothers. All 'aye'; motion carried.

#### **13. Discussion/Act on 2019 Highway Department Year End Reports**

Cooper explained the State was over budget for asphalt and provided an overview of the County projects including a breakdown from year-to-year for summer and winter maintenance and an equipment cost analysis.

#### **14. Commissioner Report/Discussion:**

- **Operations Report**

Stefonek reported the \$2,600 charged to the County for pulling equipment from CTH Y because Frontier did not mark their utility lines in a timely manner was forward to

Frontier. However, Frontier has filed for chapter 11 so the cost likely will not be reimbursed.

Pitlik & Wick finished crushing in Klaver Pit and are setting up in Scheidegger pit.

The culverts on CTH C would be finished the following week.

County Safety Days was being held virtually in the County Board meeting room.

Pitlik & Wick applied a skim coat to the corner of CTH E and CTH D by Rainbow Lake.

Farhner Asphalt sent an email stating they would be back by July 15<sup>th</sup> to address the warranty work for striping from 2018; Lincoln County performed the striping in 2019.

#### **15. Future meeting dates**

- May 28, 2020
- June 11, 2020
- June 25, 2020

#### **16. Future Agenda Items**

- Brine building
- Fuel system
- HVAC upgrades
- CIP report

#### **17. Public comments**

No public comments

#### **18. Adjourn**

Adjourned meeting at 9:45 a.m.

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Committee Chairman

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Committee Secretary