

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

**Oneida County Highway Office Conference Room  
Thursday, May 27, 2021 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:** Lisa Jolin/Solid Waste, Alex Hegeman/Highway, Tina Smigielski/Finance (via Zoom), Dan Gleason/Highway and Brian Jopek/Lakeland Times (via Zoom).

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

**1. Approve agenda**

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

**2. Approve the minutes of the Public Works Committee meeting held May 13, 2021.**

Motion by Timmons/Paszak to approve the minutes of the Public Works Committee meeting held May 13, 2021. Motion carried.

**3. Public Comments**

No public comment.

**SOLID WASTE DEPARTMENT**

**4. General Business Discussion/Act**

**A. Solid Waste vendor vouchers**

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

**B. Credit Account Contract for AKAR Disposal**

Motion by Timmons/Paszak to approve the credit account contract for AKAR Disposal. Motion carried.

**5. Discussion/Act on Resolution for Letters of Credit for Demo 4 Closure and Long-term Care**

Jolin stated the resolution was set up by Mike Fugle for letters of credit from Peoples State Bank in the amounts of \$164,000 and \$161,000 for closure and Long-term Care of Demo 4. Jolin noted the letters would need to be renewed and approved by the Committee and County Board annually for the next five years while money is being escrowed.

Motion by Holewinski/Paszak to approve the resolution for the letters of credit and forward onto County Board. Motion carried.

**6. Discussion/Act on Scale Operator from Limited Term Employee to Full Time Employment**

Jolin reported the current part-time Scale Operator accepted the offer to move to full time so they would only need to find someone for 2 days a week.

Motion by Holewinski/Timmons to approve creating a full time position for a Scale Operator from the limited term employee position. Motion carried.

**7. Discussion/Act on funding the John Deere 644P loader**

Jolin reported following their review of the contract, Corporation Counsel raised a concern regarding the lease agreement.

Smigielski explained there has been a lot of tightening of the regulations covering municipal debt by the Municipal Securities Rule Making Board. In addition, the Governmental Accounting Standard Board require governments show all leases on their balance sheet. The lease documentation for the Highway Department included many exhibits and an IRS indebtedness for tax exempt entities which triggered the legal review. Jolin noted the interest rate of 2.25% versus the County's rate of 2.5% questioning if borrowing from the County would be easier.

Motion by Timmons/Cushing to go the County Board and borrow from the General Fund per item number 7 of the current agenda versus the lease. Motion carried.

**8. Solid Waste Report/Discussion**

Jolin reported:

- Interviews are planned for the following week to fill the yard position.
- A trucking company was hired and all deliveries were honored.
- Compost was screened and there should be enough to complete the windrows

**HIGHWAY DEPARTMENT**

**9. General Business Discussion/Act**

**A. Highway Department vendor vouchers**

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

**10. Discussion/Act on 2021 Garage/Salt Brine Mixing Facility update**

Hegeman reported the insurance certificates were reviewed and approved by both Corporation Counsel and the insurance company; the notice to proceed had been issued and the preconstruction meeting was scheduled for the following day. Holewinski questioned who was working on the difference in replacement cost as prices have increased since it was originally bid. Hegeman confirmed he would reach out to Corporation Counsel.

**11. Discussion/Act on funding purchase of Caterpillar 966M loader**

Hegeman reported the loader was initially rented and was on site. Then, following the Committee's approval of the purchase, a down payment was made using funds from the PBM account with the understanding the balance was to be paid the following year without interest. However, the financing option was in the form of a lease which included a small finance charge.

Smigielski suggested since delivery was taken and a down payment was made they may have to move forward with the lease agreement rather than borrowing the funds from the General Fund. Smigeilski noted the indebtedness agreement was akin to issuing bonds so

Corporation Counsel felt this required the approval of the County Board rather than the Committee. Cushing stated he would contact Corporation Counsel to convey the need to be ready for the June County Board meeting.

Motion by Holewinski/Paszak to proceed approving the lease and moving forward with a resolution to the County Board authorizing the lease. Motion carried.

#### **12. Discussion/Act on County Bridge Aid for Town Bridges and Culverts Policy**

Hegeman reported the dates had been updated to assist in the budgeting process.

Motion by Holewinski/Cushing to approve the updated changes to the County Aid for Town Bridges and Culverts policy. Motion carried.

#### **13. Discussion/Act on 2022 Staffing Requests**

Hegeman stated the request was updated to reflect the current wages and dates.

Motion by Holewinski/Timmons to approve the 2022 staffing requests and forward to onto LRES. Motion carried.

#### **14. Discussion/Act on Purchase of Emergency Response Trailer**

Timmons stated he felt there was more to the story and someone should be held responsible for the previous trailer caving in. Hegeman reported he identified a location where a new trailer could be safely stored. Hegeman reported the previous trailer was owned by the State and could not be charged out, however, a new trailer owned by the county could be charged. Holewinski questioned if the old trailer was usable. Hegeman confirmed although the roof collapsed the bed was intact. The trailer was being used to store signs but several repair shops confirmed the trailer was not repairable. Holewinski questioned if there was enough money in the equipment fund to purchase a new trailer. Hegeman confirmed there was about \$50,000 remaining. Timmons asked Hegeman to bring it back once he had assembled the total cost including setup.

Motion by Holewinski/Cushing to table until the next meeting and have the Commissioner bring back with the 2021 equipment potential to come from the Equipment Fund including the total cost of trailer with all the add-ons. Motion carried.

#### **15. Discussion/Act on Local Bridge Improvement Assistance for Sand Lake/Dame Dam Lake Bridge on CTH D**

Hegeman commented the Local Bridge programs came out the previous Friday. Hegeman reported following inspection, the bridge's sufficiency rating was 21.8 with an estimated 92% delamination of the deck. Their recommendation was to fill the holes with patch and then pave over. Hegeman noted the applications were due October 15 with awards anticipated in March of 2022. Then the earliest for design would be after July for fiscal year 2023.

Hegeman estimated a rough ballpark cost of \$400,000 to \$500,000 and requested permission to hire a consultant to work on developing a more accurate estimate. Hegeman noted there was a second bridge on CTH L with a sufficiency rating below 50 that would also qualify for the program.

Motion by Timmons/Paszak to let the Commissioner apply for local bridge aid per item 15 with the help of a consultant adding any County bridges that are in need. Motion carried.

#### **16. Commissioner Report/Discussion**

CTH D: Hegeman reported the gravel lift on CTH D was completed in 4 days and American Asphalt had started paving. Holewinski questioned why American Asphalt was only using a

4 foot milling machine and suggested including language in the specifications indicating who was responsible for grading following rain. Hegeman reported they were waiting for Frontier before straightening the curve.

CTH E: Culverts were being replaced and he was working with Pitlik & Wick regarding the start date and timeline. Holewinski recommended sloping the area over the culverts more gradually.

Hegeman noted crews were reclaiming shoulders and washing County and State bridge decks.

Hegeman noted on Monday, June 7<sup>th</sup>, Lance Johns would be retiring after 45 years with the County.

Holewinski commented the brushing done on CTH D was how a County road should look.

**17. Future Meeting Dates:**

- June 10, 2021
- June 24, 2021
- July 8, 2021
- July 22, 2021

**18. Future Agenda Items**

- Loader resolution
- Potential 2021 equipment purchases
- Brine Building Construction Update

**19. Public comments**

No public present.

**20. Adjourn**

Meeting adjourned the meeting at 8:55 a.m.

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Committee Chairman

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Committee Secretary