

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

**Oneida County Highway Office Conference Room  
Thursday, June 2, 2022 8:00 a.m.**

<b>Attendance:</b>	<b>Present</b>	<b>Excused</b>	<b>Absent</b>
Ted Cushing	X		
Mike Timmons	X		
Bob Almekinder	X		
Mike Roach	X		
Billy Fried	X		

**Also Present:** Alex Hegeman/Highway Commissioner, Lisa Jolin/Solid Waste Director, Dan Gleason/Highway, Mike Stengl/Samuels Group, Paul Zouski, PE/Clark Dietz and Brian Jopek/Lakeland Times.

Chairman Ted Cushing called the Public Works and Solid Waste Committee meeting to order at 8:00 a.m. noting the meeting was properly posted and ADA accessible.

**1. Approve agenda**

Motion by Timmons/Almekinder to approve the agenda. Motion carried.

**2. Approve the minutes of the Public Works & Solid Waste Committee meeting held May 19, 2022**

Motion by Fried/Cushing to approve the minutes of the Public Works & Solid Waste Committee meeting held May 19, 2022. Motion carried.

**3. Public Comments**

None.

**4. Future Meeting Dates:**

- June 16, 2022
- June 30, 2022
- July 14, 2022
- July 28, 2022

**SOLID WASTE DEPARTMENT**

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

**A. Solid Waste vendor vouchers**

Motion by Fried/Almekinder to approve the Solid Waste vouchers and blank purchase orders. Motion carried.

**6. Discussion/Act on 2023 LTE Staffing Requests**

Jolin reported there were no changes to the 2023 request listing two positions for recycling and yard cleaning, a seasonal position for compost, a scale operator position and vacant seasonal scale operator and summer yard positions. Jolin reported wages were based on the 2023 wage schedule but may need to be looked at since the rate the inmates are paid was higher than the other LTE positions.

Motion by Timmons/Almekinder to forward to LRES with the understanding that there may be some adjustments made to wages. Motion carried.

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

### **A. General Business**

May revenues were an all-time high.

The Highway Department fixed shoulders on the landfill road and graded the yard waste road.

Demo 4 was being used more.

### **B. Demo 5 Update**

The barrier trees were planted.

### **C. Compost Update**

Sales were strong but Jolin reported trouble finding someone to dig out material to make windrows for compost.

## **8. Future Agenda Items**

Jolin requested the committee members consider visiting the site to see the work that needs to be done. Cushing stated they could hold the June 16<sup>th</sup> meeting at Solid Waste.

## **HIGHWAY DEPARTMENT**

## **9. General Business Discussion/Act**

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

Motion by Timmons/Almekinder to approve the vendor vouchers as presented. Motion carried.

## **10. Discussion/Act on Bipartisan Infrastructure Law project applications update**

Hegeman reported all the applications were submitted noting if all the projects were selected the County's portion would total about \$3.3 million spread over the next few years.

Hegeman commented he felt as though they would be lucky to get one or two as there were only 19 projects approved statewide following the April solicitation. Hegeman confirmed he reviewed the cost estimates noting each included a contingency if costs came in higher.

Roach questioned if the roads would be built to a higher standard. Hegeman noted if approved, any improvements would be hashed out in the design phase. Roach commented if they began improving the structure of roads they would not need to keep road limits as long.

## **11. Discussion/Act on proposal for replacement of 3 exterior doors at Rhinelander shop and office**

Hegeman reported he received a second quote from Custom Installation Services for \$12,300. Based upon the lower cost, Hegeman recommended awarding to Custom Installation Services noting he had just received the estimate and had not had time to research the company.

Motion by Fried/Roach to approve the estimate as received from Custom Installation Services contingent upon the Commissioner doing a background check to his satisfaction. Motion carried.

## **12. Discussion/Act on proposal for repair/replacement of salt dome roof and Three Lakes Shop roof**

Hegeman reported he had contacted a couple other companies, however, no one had responded yet.

### **13. Discussion/Act on Equipment updates**

Hegeman reported a 1991 Mack quad axle was taken out of service as it required a new cab. They have been looking into the availability and cost of a replacement cab. Hegeman recapped this was the second Mack, in addition to the two tractors and the single axle patrol truck that have been taken out of service over the last year. Hegeman explained since the salvage value was greater than the anticipated sale value of the equipment it would negatively affect the equipment funds available by the difference if sold. Hegeman reported the new tar kettle arrived and since the old tar kettle was sold for more than the book value the difference would added to available equipment funds.

### **14. Discussion/Act on Emergency Generator Design Proposals**

Hegeman reported one proposal was received so he invited the Project Manager from the Samuels Group and the Engineer from Clark Dietz to the meeting. Hegeman explained the current generator powered the fuel system, two lights and one door in the shop, and the shop superintendent's computer that runs the fuel system. During a recent power failure employees needed to climb ladders to open doors, the brine maker could not function, the office was without power for days and a committee meeting was held in the dark. Hegeman commented they would not have been able to access the salt if the dome door was closed. Hegeman confirmed the proposals cost of \$34,700 was to design, bid and oversee the project. Fried questioned if additional smaller generators to each service might be a solution. Timmons further questioned if they needed to spend \$35,000 to identify the power requirements of the department noting the department should be able to identify its needs. Zouski stated the design process would include a survey of the site to determine the current services, verify what they have and identify what was needed based upon equipment needs, and put together the bid documents for both the Rhinelander and Minocqua facilities. Hegeman confirmed the project included moving the current generator to the Minocqua shop. Zouski noted following the initial survey they would provide a design report and present options as to how far the committee would like to take the project prior to making the design documents. Cushing commented this project was perfect for ARPA funding. Hegeman reported there was money in the buildings and grounds budget to pay the upfront design, then following the bidding process, bring before the CIP Committee for ARPA funding consideration. Fried questioned if the \$35,000 for the assessment could be put toward a generator noting the existing wiring could be updated as the facility was upgraded. Roach questioned why the project design would be done first rather than bidding the project as a whole. Almekinder commented if bid as a whole, the bids would be inconsistent. Hegeman explained the design process ensured the bids would be apples-for-apples and everyone would go into the process knowing what the expectations are. Hegeman commented he would confirm with the finance director that the project included the necessary documentation to apply for ARPA funding. Motion by Fried/Cushing to approve the emergency generator design proposal as presented and award to the Samuels Group not to exceed the cost as presented. Motion carried.

### **15. Discussion/Act on brine building update**

No update.

### **16. Discussion/Act on fuel system removal update**

Hegeman reported they have been looking for a portable fuel tank to transfer the old fuel, otherwise he would reach out to contractors that may be interested in the fuel.

### **17. Discussion/Act of 2021 Annual Report**

Hegeman this was item included in case anyone had any questions.

### **18. Discussion/Act on Staffing Updates**

Hegeman reported he was working with Lisa Charbarneau on different strategies regarding LTE and fulltime positions noting the department was currently down 4 full time positions and 8 LTE positions. Hegeman commented it would be difficult to get all the work done this summer noting there was one vacant winter beat in Minocqua and two vacant beats out of Rhinelander in addition to the vacant mechanic position. Hegeman reported out of 47 storm events, for 35 one mechanic was in a truck and for 8 both mechanics were in a truck in addition to both superintendents a few times.

### **19. Discussion/Act on lease agreement with Northeast Asphalt for use of Monico Shop yard for trailer storage**

Hegeman reported the DOT required Northeast Asphalt to have a job trailer on or near a job site so they requested to stage the trailer at the Monico shop. Hegeman commented there was a place that would work and this would be the lease agreement for \$200 a month from about June 6 to the middle of August. Following their review, Corporation Counsel's additions were sent back Northeast have been included in the agreement. Motion by Fried/Roach to approve the Northeast Asphalt lease agreement as presented. Motion carried.

### **20. Commissioner's Report/Discussion**

Hegeman reported he received a request to cover graffiti on CTH L and CTH N bridges, however, he could not view it without a boat. Cushing recommended requesting the lake association provide a pontoon boat to use. Fried suggested providing the paint if the lake association was willing to cover the graffiti.

The crew was working to remove a beaver dam from a large culvert under STH 47.

The new tar kettle should be in use the following week on County road followed by the PBM. Construction on US 8 from STH 45 N to Forest County will begin June 20<sup>th</sup>.

The STH 32 culvert project was delayed, however, the Scott Creek culvert was failing so they were working with the DOT until the culvert can be replaced by the contractor.

The Forestry Department requested quotes for repairs to some of the ATV trails, a culvert was replaced for the Town of Lynn and roads at Solid Waste were graded.

### **21. Future Agenda Items**

- Additional quotes for roof repair/replacement for the salt dome and Three Lakes shop

### **22. Public comments**

No public present

### **23. Adjourn**

Meeting adjourned at 9:12 a.m.

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Committee Chairman

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Committee Secretary