

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

**Oneida County Courthouse, Committee Room 2  
Thursday, June 11, 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, Mike Romportl/Land Information and Bill Freudenberg.

Committee Chairman Cushing called the Public Works Committee meeting to order at 8:00 a.m. noting the meeting was ADA accessible and properly posted. Cushing announced County Board Chairman Hintz directed committee meetings be accessible to the public via a Zoom meeting link.

**1. Approve agenda**

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

**2. Approve the minutes of the Public Works Committee meeting held on May 14, 2020.**

Motion by Paszak/Almekinder to approve the minutes of the Public Works Committee meetings held on May 14, 2020. All 'aye'; motion carried.

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

**A. Solid Waste vendor vouchers**

Jolin reported the vouchers were submitted and approved by the County Board Chair.

**B. Credit Account Contracts**

Jolin reported there were three applications; references were checked and if approved each would be closely monitored and started with a \$500 limit.

Motion by Timmons/Paszak to approve the credit contracts. All 'aye'; motion carried.

**4. Discussion/Act on Fund Balance Report**

Jolin reported there was approximately \$300,000 available noting twenty-five to twenty-nine percent of the total fund balance should be reserved for bad times.

**5. Discussion/Act on PVC Roof replacement bids**

Jolin reported only one bid was received and it was from the same company that provided the estimate. Jolin noted the cost was the same as the original estimate plus and additional \$5,000 for the cost of the performance and payment bond.

Motion by Timmons/Cushing to approve the PVC roof replacement by Structures Unlimited in the amount of \$113,308. All 'aye'; motion carried.

## **6. Discussion/Act on Long-term Recycling**

Jolin reported building is completely full but they found a hauler with a live bottom trailer to take the comingled recycling to Madison for about \$1,000 per trip estimating three trips would be required. Jolin commented the help from the prison was inconsistent adding even though the sort-line lost \$82,000 the previous year, the business unit still made \$30,000. Jolin noted by not staffing the sort-line they saved \$20,000 in wages over the last three months. Jolin recommended purchasing a truck and trailer to take the estimated seventeen loads per year to Madison noting the department employed staff with CDL's who could transport the recycling. Timmons recommended purchasing only the trailer and hiring a company for transport.

## **7. Discussion/Act on Donation of Compost**

Jolin reported she received a request for a donation of seven yards of compost from the Teaching Drum Outdoor School located in Three Lakes. Jolin stated there would be substantial cost to send the dump truck to Three Lakes.

Motion by Paszak/Almekinder to not approve the donation to the Teaching Drum Outdoor School. All 'aye'; motion carried.

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

### **• Demo 3 Closure/Demo 4 Construction**

Jolin reported the recent survey indicated there might be as much as 100 cubic yards of space remaining in Demo 3. Jolin stated they are confirming the figures as Demo 2 was overfilled previously noting there would be substantial penalties if it happened again. However, if Demo 3 was reopened it would take them to the end of summer while Demo 4 is under construction and help pay for the closure of the site the following spring.

### **• Compost**

Jolin reported more compost was sold already this year than any other previous year. Jolin stated they will run out for spring but are making more for fall. Jolin commented they are still working on pumping out the pond and will continue through the summer.

## **9. Future Agenda Items**

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

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

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

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

Stefonek reported he felt the area disturbed could be kept under one acre and would not require a retention pond noting the proposed area for the brine facility and salt/sand pad were already disturbed surfaces. Stefonek commented with the committee direction to move forward keeping the upgrades under one acre he could meet with REI to compare the costs then bring back what work and at what cost the department was able to perform for the project.

**12. Discussion/Act on Acceptance of Picked Up Seasonal Asphalt Bids**

Stefonek reported bids were received from Pitlik & Wick, Northeast Asphalt and American for small, medium and large quantities of hot mix noting in the past the committee approved all three giving the authority to use the provider most advantageous to the County base on location of need.

Motion by Timmons/Cushing to accept the three bids using the appropriate pits. All 'aye'; motion carried.

**13. Discussion/Act on Approval of Local Force Account (LFA), Minocqua, Front Street to Lakeshore Drive**

Stefonek reported if approved the County would be hauling the millings and handling traffic control for the two-day DOT project in the fall.

Motion by Paszak/Almekinder to approve the DOT Local Force Account Minocqua for the Front Street to Lakeshore Drive project. All 'aye'; motion carried.

**14. Discussion/Act on Approval of Local Force Account, State Highway 32, Traffic Control and Truck Hauling**

Stefonek reported if approved the County would handling traffic control while culverts were inspected for the two-day DOT project. Motion by Timmons/Cushing to approve the Local Force Account, State Highway 32, Traffic Control and Truck Hauling. All 'aye'; motion carried.

**15. Discussion/Act on East Timber Drive 2021 Reconstruction, City of Rhinelander**

Stefonek reported the City contacted him regarding their planned reconstruction of East Timber Drive noting the County has ownership of a portion of the road. The minutes of the July 10, 2003 Highway Department meeting stated the committee approved a jurisdictional transfer from the County to the City following resurfacing at that time. Stefonek recommended following up to find out if the transfer was completed and if not proceed with completing the transfer since this project is not included in the budget of the 5-Year Plan. Stefonek stated he would bring back once he had more information.

**16. Discussion/Act on Acceptance of 2019 Highway Department Year End Reports**

Motion by Cushing/Paszak to accept the 2019 Highway Department Year End Reports as submitted. All 'aye'; motion carried.

**17. Discussion/Act on 2020 Discretionary Traffic Maintenance Agreement for Permanent Sign Replacement for State**

Stefonek reported the agreement was for installation of approximately 200 signs to be completed within 75 days. Timmons stated concern the amount of money budgeted was not adequate and the County signs might be neglected if the sign person was taken away for that length of time. Cushing directed Stefonek to follow up with the DOT regarding the amount of money budgeted and for more explanation.

**18. Discussion/Act on Retrieval of Cyclone Fencing from County Owned Land and Possible Reuse at Highway Facility**

Stefonek reported Mike Rompotl informed him there was about a quart-mile of fencing available on County owned land if the Highway Department wanted to retrieve it. Timmons

noted the fencing and posts are easily damaged during removal and recommend against it. Cushing stated the Committee was not interested in the fencing.

**19. Commissioner Report/Discussion:**

- **Operations Report**

Stefonek reported recently the department has been doing a lot of work for DOT, however, is now transitioning to focusing on County including shouldering CTH K, D and E, crack filling on CTH J, D and A, the mill and fill on CTH D and preparing for the chip seal on CTH D West. Cushing requested the Commissioner continue to provide an updated schedule of the maintenance as completed as well as planned maintenance.

**20. Future meeting dates**

- June 25, 2020
- July 9, 2020
- July 23, 2020

**21. Future Agenda Items**

- DTMA for sign replacement
- Fuel system project
- East Timber Drive jurisdictional transfer
- County maintenance schedule

**22. Public comments**

No public comments

**23. Adjourn**

Adjourned meeting at 9:10 a.m.

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Committee Chairman

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Committee Secretary