

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

**Oneida County Highway Office Conference Room  
Thursday, August 5, 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, Jeri Cooper/Highway and Dan Gleason/Highway.

Committee Vice-Chair Scott Holewinski called the Public Works Committee meeting to order at 8:00 a.m. noting meeting was properly posted and ADA accessible.

**1. Approve agenda**

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

**2. Approve the minutes of the Public Works Committee meeting held July 22, 2021.**

Motion by Timmons/Almekinder to approve the minutes of the Public Works Committee meeting held July 22, 2021. Motion carried.

**3. Public Comments**

No public comment.

**SOLID WASTE DEPARTMENT**

**4. General Business Discussion/Act**

**A. Solid Waste vendor vouchers**

Motion by Timmons/Paszak to approve the Solid Waste vendor vouchers. Motion carried.

**B. Solid Waste Credit Account Applications for Nosser's Remodeling and Nightengale Ltd**

Jolin reported she had not received the completed reference sheet yet.

Motion by Timmons/Almekinder to approve Nosser's Remodeling. Motion carried.

**5. Discussion/Act on Meeting Date Schedule**

Jolin requested to delay the next meeting by one week so that the meetings would coincide with the finance departments newly adopted biweekly accounts payable schedule.

**6. Discussion/Act on Financial Report/Status**

Jolin reported the report was not ready noting the report would be brought back to the next meeting.

## 7. Solid Waste Report/Discussion

Jolin reported the new tires were installed on the new loader at a cost of \$12,068 with the current tires being sold to the Highway Department at a cost of \$1,200 each. Jolin noted the seller offered \$3,000 in credit, however, Jolin stated she countered they cover the cost of the three year previously approved service agreement in the amount of \$6,500.

The inspection of Demo site 4 was completed with no issues and the letters of credit were signed by the County Board Chair and delivered to the bank, however, the DNR hydrogeologist working on the project was out of the office until the following week.

Demo site 3 was compacted and with the rain was no longer over capacity.

## HIGHWAY DEPARTMENT

### 8. General Business Discussion/Act

#### A. Highway Department vendor vouchers

Motion by Paszak/Almekinder to approve the Highway Department vendor vouchers as presented. Motion carried.

### 9. Discussion/Act on 2022 Capital Improvement Program project requests

**Fuel System:** Hegeman reported the request was for additional funding for the fuel system as costs were expected to increase over the original estimates especially if the installation was delayed until winter. Timmons noted a contract was signed with an agreed upon price and Holewinski stated the minutes would need to be reviewed. Hegeman noted the requested amount might be more than was needed but did not want to request more at a later date. In addition, Northwest Petroleum would be able to request an extension for installation of the system.

Holewinski stated Covid relief money could be used in lieu of budgeted moneys and use money from another accounts to complete the project. Holewinski directed the commissioner to research the contract, contact Jay Nieuwenhuis and remove the fuel system request from the 2022 CIP requests since the original CIP request carried forward.

**Ranking: N/A Priority: N/A**

**Brine Building:** Hegeman reported the original CIP was in the amount of \$408,000 then an additional \$100,000 was requested. The cost to date was \$287,000 in addition to construction costs of \$458,000, plus \$22,000 for Varitech to reinstall the brine mixing equipment. Hegeman noted the cost of \$72,500 to build back to bring the project back to the point when the structure collapsed will be paid by the insurance company. Holewinski requested Hegeman supply a breakdown of the \$287,000 along with a copy of the contract, noting without final number this should not be brought to the CIP Committee and instructed Hegeman to remove the request from the list.

**Ranking: N/A Priority: N/A**

**Facility Upgrade:** Hegeman reported this was a request for 2023 as he felt the current projects should be completed before adding more projects. Hegeman commented he was awaiting a quote to repair the rubber roof that was not included in the request noting the roof was replaced 13 years prior. Hegeman added the estimates to replace the wiring were based upon the former commissioner's previous request. Holewinski directed Hegeman to explain to the CIP Committee the current cost could be greater than previous estimates.

**Ranking: 2 Priority: N/A**

**County Highway Construction:** Hegeman stated the budgeted amount for construction was \$400,000 with an additional CIP request of \$1.5 million for a total of \$1.9 million. Holewinski commented the amount required was total of \$1.6 million less the \$400,000 so the request should be \$1.2 million noting federal and state grant funding would offset an increased cost curve. Holewinski commented the rescue money was not included either.

**Ranking: 1 Priority: 1**

**Highway Maintenance:** Hegeman confirmed for 2021, based on CIP funding for construction, \$100,000 was shifted from construction to maintenance increasing the amount to \$720,000. Hegeman explained for 2022 that money was put back into construction. Holewinski suggested leaving the funding at \$720,000 rather than asking for a CIP.

**Ranking: N/A Priority: N/A**

**Patrol Truck:** Hegeman explained of the \$350,000 allocated annually, \$50,000 would be used to pay off the loader purchased in 2021 resulting remaining balance of \$300,000 to purchase a patrol truck with no money remaining for other purchases. Holewinski commented at the town level they are purchasing new trucks every 5 to 7 years resulting in lower maintenance costs and receiving a good trade-in values rather than waiting 15 to 20 years.

**Ranking: 2 Priority: 2**

**Sign Truck:** Hegeman reported the current trailer was 25 years old and falling apart so he asked for quotes on a new sign truck but did not anticipate the \$250,000 cost. Timmons recommended looking into the auction sites. Holewinski recommended moving forward with the request.

**Ranking: 3 Priority: 3**

**Skid Steer with Mill Head:** Hegeman reported the current mill head and skid steer were modified to work together explaining milling takes a toll on the equipment. Holewinski commented the equipment fund should be making enough to pay for these things. Holewinski recommended moving forward with the request but using the current cost and including a contingency rather than estimating high.

**Ranking: 3 Priority: Contingent upon Patrol Truck Approval**

**Tar Kettle:** Hegeman reported there were several issues with the current tar kettle noting he would like the purchase to come from the equipment fund as with the skid steer. Hegeman explained the requests were included as CIP projects because the cost was greater than \$50,000. Holewinski commented that policy did not apply to the Highway Department. Cooper confirmed, according to the DOT, the tar kettle had an estimated 8 year life noting the salvage value of 15 percent of the purchase price.

**Ranking: 3 Priority: Contingent upon Patrol Truck Approval**

#### **10. Discussion/Act on DOT Right-of-Way easement on CTH L**

Hegeman reported the permit was under review by Corporation Counsel.

**11. Discussion/Act on for RFP for Engineering Services for CTH D bridge (B-43-0006) and CTH L bridge (B-43-0673)**

Hegeman reported one proposal was received from EMCS in the amount of \$12,000 noting the money would come from the County Bridge account.

Motion by Timmons/Almekinder to go with EMCS, Inc. to do the Highway L and Highway D bridges. Motion carried.

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

Hegeman reported no update.

**13. Discussion/Act on 2022 Town Bridge Aid Requests for:**

- A. Town of Cassian; Swan Creek on Rocky Run Road**
- B. Town of Sugar Camp; Pine Lake Creek on Pine Lake Road**
- C. Town of Woodboro; Little Rice Creek on Oneida Lake Road**

Hegeman reported the Town of Woodboro provided 1 additional estimate for \$180,000. Holewinski recommended changing the request to \$180,000.

Motion by Paszak/Timmons to accept the bridge aid request for 2022 as adjusted; Sugar Camp \$35,000; Woodboro \$90,000 and Cassian \$12,500. Motion carried.

**14. Commissioner Report/Discussion**

Hegeman reported Pitlik & Wick finished paving and shouldering would begin the following week on CTH E and he was still waiting for Frontier regarding CTH D as he was not sure if the original line was active.

Hegeman reported several of the county roads that would be up for reconstruction within a couple of years did not have seasonal weight restrictions and in order to keep the road in good shape, he would like to do some research with a materials consultant. Holewinski stated the roads that are open so business could continue to operate and the roads continue to improve each time the pavement was ground up and added back to the base. Hegeman noted the state roads throughout the north central region vary greatly from 3 inches up to 12 inches of asphalt. Holewinski questioned spending money to have someone explain how to build better roads noting roads were open based on the needs of businesses. Hegeman reported Highpoint Sand & Gravel asked about opening CTH D from their pit to STH 47. Holewinski stated Highpoint should apply each year in February so the committee can review the request.

Hegeman reported two mowers required new clutches with an estimated cost of \$8,000 each. Timmons recommend looking into renting over putting the money into the old mowers. Hegeman reported he was looking into the grooved edge-line striping costs and should be getting some numbers from Brad Pitlik.

Hegeman commented the Forestry Department was looking into developing a gravel pit near CTH N and questioned if the Highway Department was interested in going in with Forestry. Holewinski directed Hegeman to bring it back as an agenda item and contact Land Information regarding testing the Lake Julia Road property for gravel.

**15. Future Meeting Dates:**

- August 26, 2021
- September 9, 2021
- September 23, 2021

**16. Future Agenda Items**

- Gravel pit development
- Solid Waste cumulative balance of all accounts
- Demo site set back requirements
- Revocable Occupancy Permit for DOT right of way
- Grooved edge-line striping cost

**17. Public comments**

No public present.

**18. Adjourn**

Meeting adjourned the meeting at 9:34 a.m.

---

Committee Chairman

---

Committee Secretary