

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

**Oneida County Highway Department, 730 West Kemp Street, Rhineland WI
Thursday, October 24, 2019 at 8:00 a.m.**

Attendance:	Present	Excused	Absent
Robb Jensen, Chair	X		
Scott Holewinski, Vice-Chair	X		
Mike Timmons, Secretary	X		
Ted Cushing	X		
Sonny Paszak	X		

Also Present: Bruce Stefonek/Highway, Lisa Jolin/Solid Waste, Darcy Smith/Finance, Jeri Cooper/Highway, Dan Gleason/Highway, Brian Jopek/Lakeland Times, Scott Tromp.

Call the Meeting to Order & Roll Call

Committee Chair Jensen called the Public Works Committee meeting to order at 8:00 a.m.

1. Approve Agenda

Action: Motion by Cushing/Paszak to approve the agenda.

Vote: All 'aye', motion carried.

2. Approve the Minutes of the Public Works Committee meeting held on September 18, 2019 and September 26, 2019

Action: Motion by Cushing/Jensen to approve the minutes of the Public Works Committee meetings held on September 18, 2019 and September 26, 2019.

Vote: All 'aye', motion carried.

3. Chairman's Announcements

None

SOLID WASTE DEPARTMENT

4. General Business Discussion/Act:

A. Solid Waste vendor vouchers

Action: Motion by Jensen/Paszak to approve the Solid Waste vendor vouchers as presented.

Vote: All 'aye', motion carried.

B. Credit Account Application from Northwoods Disposal

Discussion: Jolin reported this route was purchased from Murphey's Rubbish Removal expressing no concerns.

Action: Motion by Holewinski/Cushing to approve the credit account application from Northwoods Disposal as presented.

Vote: All 'aye', motion carried.

5. Discussion/Act on 3rd quarter 5-year comparison report

Discussion: Jolin provided a verbal synopsis of each of the business units from the report for the committee.

6. Discussion/Act on grinding the brush pile

Discussion: Jolin requested permission to switch to grinding the brush pile rather than the pallets so they can use it to mix with the fiber cake the following year.

Action: Motion by Jensen/Paszak to approve the grinding of the brush pile at the Solid Waste department.

Vote: All 'aye', motion carried.

7. Solid Waste Report/Discussion

• Demo Site 4 Update

Jolin reported the wetland was determined to be not navigable, the CUP was filed and Forestry planned to prepare a bid for the timber. Jolin added the next steps would include a public meeting, a request for monitoring wells and a plan of operation. Jolin noted the current site should remain viable until spring.

• Operational Update

Jolin reported the new department sign was installed.

Jolin reported the drug collection was scheduled for the upcoming Saturday.

○ Truck Purchase

Jolin reported a 2001 Freightliner Yard Jockey truck was purchased because the Mack's A-frame rusted through.

○ Fiber Cake/Compost/Fiber Cake Pond

Jolin reported the recent rain caused the berm to fail resulting in contamination of some of the soil, which will now be used as first cover for the demo site, in addition to delaying the plan to excavate the material from the pond floor until the following spring.

HIGHWAY DEPARTMENT

8. General Business Discussion/Act

A. Highway Department Vendor Vouchers

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

Vote: All 'aye', motion carried.

B. Out of County Travel:

a. **Previously Approved Attendance for Commissioner for the North Central Region Commissioner Meeting**

b. **Wood County Open House and Winter Tech Talk at Mid-State Technical College on October 29, 2019 in Wisconsin Rapids for the Commissioner, Patrol Superintendent and Foreman**

c. **North Central Region Bookkeepers Meeting on November 7, 2019 at the Waushara County Courthouse for Dan Gleason and Jeri Cooper**

Action: Motion by Holewinski/Paszak to approve agenda out of county travel for items b and c.

Vote: All 'aye', motion carried.

9. Discussion/Act on Request from the Forestry, Land and Recreation Committee for permission to utilize 1.4 miles of County Highway Y in the Town of Little Rice, Section 35/36 as part of snowmobile trail for the 2019-20 and potentially future seasons

Discussion: Stefonek reported Forestry withdrew the request.

Action: Motion by Jensen/Holewinski to postpone item 9 indefinitely.

Vote: All 'aye', motion carried.

10. Discussion/Act on Town Bridge Aid Policy

Discussion: Stefonek reported this draft aid policy was developed following the reduction in eligibility requirements for culverts from 48 inch to 36 inch. Smith explained her interpretation of bridge aid; the municipality makes the request the prior year, the committee reviews request, and funding to be levied the following year with the funds held in a continuing appropriations account with an additional account for emergencies noting the policy was vetted and makes sense. Smith informed the committee the current 2020 budget includes \$25,000 in addition to the approximate \$1,800 remaining funds. Stefonek explained the current 2020 requests did not include estimates, however, a notice has been sent to the towns requesting 2020 requests including estimates, which will be brought to the November 7 meeting before the Budget Hearing on November 12. Smith explained the amount budgeted is not subject to levy limits noting if a majority of the towns agree the minimum culvert can be increased.

Action: Motion by Jensen/Cushing to approve the County aid for town bridges and culverts policy as presented.

Vote: All 'aye', motion carried.

11. Discussion/Act on Bridge Aid for Town of Sugar Camp 2019 Reimbursements

Discussion: Stefonek reported there was not enough money to reimburse previously approved requests noting he believed the County, not the Highway Department was liable. Smith stated the funds could either come from the Highway's Construction Fund or the General Fund noting they should not levy forward for a previous expense although some counties do. Smith stated a resolution could be drafted using funds from either the General Fund or the Construction Fund adding she did not believe there would be any money remaining in the contingency fund.

Action: Motion by Paszak/Cushing to move forward with a resolution for 2019 to fund the bridge aid out of the General Fund.

Vote: All 'aye', motion carried.

12. Discussion/Act on Giving the Highway Commissioner the Authority to Release Excess Right of Way

Discussion: Stefonek reported Mike Romportl clarified the request to Brian Desmond. Stefonek noted if there were any concerns, the resolution from Land Records would come before the committee.

Action: Motion by Jensen/Cushing to approve the Highway Commissioner ability to approve the release of excess right of way on County Highways.

Vote: All 'aye', motion carried.

13. Discussion/Act on State Highway 17 Bypass Speed Limit Review

Discussion: Stefonek reported the DOT would do a traffic study but was uncertain who would be responsible to pay for the study. Jensen asked Stefonek to determine who was responsible for paying for the study and then bring back to the Committee.

14. Discussion/Act on Rhinelander Facility HVAC Ahern Contract Change Orders

Discussion: Stefonek reported once the work began workers discovered the existing hoods were beat with a hammer and wired open, and as a result rendered unusable. The committee questioned why it was not included in the original RFP developed by Harwood Engineering.

Action: Motion by Jensen/Cushing to approve the Ahern JFA proposal HVA190419-A and JFA proposal HVA190419-B as presented.

Vote: All 'aye', motion carried.

15. Commissioner Report/Discussion

Operations Report

- **Salt/Sand Production**

Stefonek reported production started the previous Monday in Blue Lake pit and was complete with production to begin in the Lund Pit and completed over ten days.

- **Employee Work Week**

Stefonek reported the department switched back to the 5-day/8-hour workweek.

- **Hiring of Equipment Operator**

Stefonek reported an Equipment Operator was hired and the department is fully staffed.

16. Future Meeting Dates

- November 7, 2019
- November 21, 2019
- December 5, 2019
- December 19, 2019

17. Future agenda items

- STH 17 By-Pass speed study
- ATV/UTV Route Applications
- Kemp Street culvert update

18. Public Comments

Bruce Stefonek stated his wife was recently diagnosed with cancer so he will be working a flexible schedule.

19. Adjourn

Meeting adjourned at 8:58 a.m.

Committee Chairperson

Committee Secretary