

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

**Oneida County Highway Department, 730 West Kemp Street, Rhinelander WI  
Thursday, November 7, 2019 at 8:00 a.m.**

**Members Present:** Robb Jensen, Mike Timmons, Sonny Paszak and Ted Cushing

**Members Absent:** Scott Holewinski

**Also In Attendance:** Bruce Stefonek (Commissioner), Lindsey Kennedy (LRES), Darcy Smith (Finance), Brian Jopek (Lakeland Times); Scott Tromp (Public)

The following matters were taken up to wit:

Chairperson Jensen called the meeting to order at 8:00 a.m. noting the meeting was properly posted and the media notified.

1. **Approve agenda:** Motion: Paszak/Cushing to approve the agenda. All ayes; motion carried.
2. **Approve minutes:** Motion: Jensen/Cushing to approve the minutes of the October 24, 2019 Public Works committee meeting. All ayes; motion carried.
3. **Chairperson Announcements:** None

**Highway Department**

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

**A. Highway Department vendor vouchers:** Motion: Timmons/Paszak to approve the Highway Department vendor vouchers as presented. All ayes; motion approved.

**B. Out of County Travel:**

- a. **Previously Approved Attendance for Commissioner for the North Central Region Commissioner Meeting:** The Commissioner's attendance for the North Central Regional Commissioner meeting was previously approved.

Informational only. No motion needed.

- b. **Wisconsin County Highway Association 2019 Professional Development & Leadership Conference at the Jefferson Street Inn in Wausau on December 2 and 3, 2019 for Commissioner and Committee Members.**
- c. **Wisconsin County Highway Association 2020 Winter Road School at the Chula Vista Resort in Wisconsin Dells on January 12, 14 and 15, 2020 for Commissioner and Committee Members.**

\*Holewinski arrived at 8:03 a.m.

Motion: Jensen/Paszak to approve agenda Out of County Travel for items b and c (Wisconsin County Highway Association 2019 Professional Development & Leadership Conference and Wisconsin County Highway Association 2020 Winter Road School) for highway department members as well as any committee members wishing to attend the conferences. All ayes; motion approved.

- 5. Discussion/Act on Town Bridge Aid Emergency Fund:** Stefonek stated that at the last meeting the Town Bridge Aid policy was discussed but the committee did not determine a dollar amount to be designated for the Town Bridge Aid Emergency Fund. Funds not used will be carried forward into future years if there are no emergencies. Smith stated there is currently only \$1,800 in the fund but the requests received total \$250,000, the county's portion would be half that amount for a total of \$125,000.

Motion: Jensen/Paszak indicating the Public Works/Highway committee supports a \$25,000 increase to the Town Bridge Aid Emergency Fund, for a total of \$50,000, to be added to the 2020 tax levy and forward to full county board for approval. All ayes; motion carried.

- 6. Discussion/Act on Approval of 2020 Town Bridge Aid Requests:** The only Town Bridge Aid requested that was received was from the town of Stella for Rasmussen Road. The road has a 12 foot diameter culvert with only approximately 30 inches exposed above waterline. The DNR already has permit to replace the culvert with a new 12 foot culvert. The total cost of the project is \$150,000 and Oneida County is to fund half of that amount (\$75,000). Brief discussion held.

Motion: Jensen/Holewinski to approve to increase the 2020 Town Bridge Aid request by \$125,000 for the three projects (Stella and Sugar Camp) and forward to full county board for approval. All ayes; motion carried.

Smith clarified that although the committee is acting on two separate agenda items (5 and 6), from a levy standpoint they are one fund (Town Bridge Aid Fund). Only one motion would need to be made on the County Board floor.

- 7. Discussion/Act on Minocqua Shop Heating and Ventilation System:** Stefonek stated the heaters at the Minocqua Shop need to be cleaned because they are old. Also, during a storm last spring some of the stacks for the ventilation system were severed off but the damage was not discovered until recently when the heat was turned back. Superior Plumbing and Heating was the only vender that was available to make the repairs. Holewinski questioned if annual maintenance and inspections are done at the highway facilities. Stefonek stated this is not done to date. Timmons stated preventative maintenance is good practice and saves money in the long run.

Informational only. No motion needed.

- 8. Discussion/Act on State Highway 17 Bypass Speed Study:** Stefonek stated if the county provides a written request for the speed study there is no cost to the county. Based on the current State Patrol workload the study would not be done until next spring. Jensen stated he would like to hold off on making a decision on this topic until he can get additional input from the Traffic Safety Committee. Stefonek stated his office prepares the agenda for the Traffic Safety Committee and will make sure this topic gets added to the next agenda.

Informational only. No motion needed.

- 9. Discussion/Act on Kemp Street Project Culvert Cost Apportionment:** Stefonek attended the most recent City of Rhinelander Common Council meeting and stated they did not have the bills that were submitted by the county for the city's portion of the Kemp Street culvert project so no motions for payment were made. The council members asked some questions and the mayor had requested some additional information from Stefonek. Stefonek stated he is on the City of Rhinelander Common Council meeting agenda for next Monday, November 11, 2019 at 6 PM and invited the Public Works Committee members to attend as well.

Informational only. No motion needed.

**10. Discussion/Act on 2020 5-Year Road Plan:**

Stefonek provided a summary handout of the 2020 5-Year Road Plan to the committee members. Stefonek reviewed each project designated for 2020 in detail with the committee.

Motion: Jensen/Cushing to approve the 2020 5-Year Road Plan as presented with the understanding of the impact of the CIP and CIP D. All ayes; motion carried.

**11. Commissioner Report/Discussion:**

• **Operations Report**

- **Salt/Sand Production:** Stefonek stated this should be completed this week.
- **High Capacity Brine Maker:** Stefonek stated this should be operational by the end of the week.
- **Kemp Street Project Final Cost:** Stefonek requested that this information be reported at a future committee meeting.
- **Rhineland Facility Heating and Ventilation Update:** Stefonek stated additional work is needed before completion of the project but added the system is functional and heating.

**12. Future meeting dates:**

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

**13. Future agenda items:**

- ATV/UTV Route Ordinance Amendment

**14. Public Comments:**

None

**15. Adjourn:**

Jensen adjourned the meeting at 8:42 a.m.

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Committee Chairperson

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Committee Secretary