

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

**Oneida County Highway Office Conference Room
Thursday, November 18, 2021 8:00 a.m.**

Attendance:	Present	Excused	Absent
Ted Cushing	X		
Scott Holewinski	X		
Mike Timmons	X		
Sonny Paszak	X		
Bob Almekinder		X	

Also Present: Lisa Jolin/Solid Waste, Dan Gleason/Highway and Jeri Cooper/Highway

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

1. Approve agenda

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

2. Approve the minutes of the Public Works Committee meeting held November 4, 2021.

Motion by Timmons/Holewinski to approve the minutes of the Public Works Committee meeting held November 4, 2021. Motion carried.

3. Public Comments

No public comment.

SOLID WASTE DEPARTMENT

4. General Business Discussion/Act

A. Solid Waste vendor vouchers

Motion by Holewinski/Paszak to approve the vouchers as presented. Motion carried.

5. Discussion/Act on New Office Building Proposal

Jolin presented the proposal noting the site address was incorrect. Holewinski confirmed the inspections were to be done by the building designer as part of the building cost. Holewinski noted there would need to be an estimated cost for item 1 before moving on to get to the drawing stage. Jolin confirmed the \$5,000 for the plan was in the department budget for either 2021 or 2022. Cushing commented the corrections should be made and then present the proposal with only item number 1 noting they may not move forward with the whole thing. Holewinski stated if signed as is, the proposal would include items 2 and 3 directing Jolin to correct the site address, remove the language regarding the ambulance and list the total estimated cost of \$5,000. Cushing noted he would sign the corrected proposal if necessary prior to the next meeting.

Motion by Holewinski/Timmons to approve the proposal for scope under number 1 for \$5,000 and for whoever is responsible to sign the proposal to sign that proposal with money coming from the department's buildings budget.

Based on the storm shelter/storage room size, Timmons questioned if they should compare the cost of including a basement as storm shelter and storage. Holewinski directed Jolin to clear the contract up and include a full basement, possibly including an exterior entrance to the basement then bring back.

Motion rescinded by Holewinski.

6. Discussion/Act on updated cost of changing gates on roll off boxes

Jolin reported the process started in the spring had taken a long time and they have received two of the boxes noting they work great. However, the cost to do the remaining 8 boxes increased to \$1,320/box or 4 boxes at \$1,490/box noting the original cost of about \$790/box. Holewinski directed Jolin to check with a welder in Three Lakes and another in Eagle River on Hwy 70 east for prices. Paszak added there was also a welder in Rhinelander located off the bypass near the southern Kwik Trip. Timmons commented Freudenwald's Welding on Hwy 47 may be another option to consider.

7. Discussion/Act on 2022 SW Long Range Plan

Jolin noted the changes to the current year were to closing demo site 3 and opening demo site 4. For years 1 to 3, create buffer for the next demo site and for years 3 to 5, work on demo site setbacks legislation. Cushing directed Jolin to list the next demo site as demo site 5 and include the new building under enhance quality of life for all ages under 1 to 3 years. Motion by Holewinski/Paszak to approve the Long Range Plan with those changes as discussed. Motion carried.

8. It is anticipated that the committee will go into closed session pursuant to section 19.85(1)(c) for purposes of considering employment, promotion, compensation or performance evaluation data of any public employee (Topic: Performance evaluation of Solid Waste Director)

Motion by Holewinski/Paszak to go into closed session per item 8. Row call vote all with all votes in the affirmative at 8:19 a.m.

9. Return to Open Session

Motion by Cushing/Holewinski to return to open session. Row call vote all with all votes in the affirmative at 8:30 a.m.

Cushing stated the committee reviewed the performance evaluation of the solid waste director, directing her to make several changes to the self-evaluation and forward to Labor Relations to setup a final evaluation.

10. Solid Waste Report/Discussion

- **Update on Demo 4:** Jolin reported they were to have an answer regarding well readings by November 22. The road to the site required maintenance before opening. The committee agreed opening the site was a priority and agreed the washed out corner should be patched.
- **Update on Compost Site:** All windrows were pulled with 4 laid out for spring noting revenue was not as good as expected as they needed to pay for trucking to deliver.
- **Update on Recycling:** The market was doing very well noting they were receiving a rebate of \$28/ton for co-mingled and metal only dropped by \$9/ton since April.

- **General Business:** Chuck Hunter looked at options for doors of the bailer building and she would bring back estimates. The door for first bailer building was still not fixed as the subcontractor showed up after hours.
Jolin reported following discussion with Lisa Charbarneau, they would likely wait until spring to fill the Technician position. Timmons questioned if applicants for other positions are considered for positions other than the position applied based upon qualifications. Holewinski recommended speaking to Nicolet College and guidance counselors for students that enter directly into the workforce while noting the annual wage increases. In order to remain in compliance, the Highway Department was used to mow the sanitary landfill. Jolin added they planned to mow the demo sites the following year. Veolia Environmental removed two and one-half loads of Hazardous Waste with one remaining.
Based upon their contract, Waste Management added a fuel surcharge. Jolin noted their prices have not increased since 2020 and she would be bringing back her recommendations.

11. Future Agenda Items

- Demo site setback requirements
- Demo 5 screening barrier
- Funding for future building and hiring a building designer for the Solid Waste office

HIGHWAY DEPARTMENT

12. General Business Discussion/Act

A. Highway Department vendor vouchers

Motion by Holewinski/Paszak to approve the vouchers as presented. Motion carried.

B. Out of County Travel for committee members and commissioner to the 2022 WCHA Winter Road School in Wisconsin Dells at the Chula Vista Resort January 17 – 19, 2022

Cushing reported Hegeman prepared some notes requesting Ben Rich also be approved to attend as he had attended in the past and felt it would be beneficial for this year.

Motion by Timmons/Holewinski to approve the committee, commissioner and superintendent to attend 2022 Winter Road School. Motion Carried.

13. Discussion/Act on Wisconsin Department of Transportation 2022 Routine Maintenance Agreement

Cushing noted the amount for 2022 was the same as 2021.

Motion by Holewinski/Paszak to approve the 2022 Routine Maintenance Agreement as presented at the same price as 2021. Motion carried.

14. Discussion/Act on brine building construction update

Cushing reported Hegeman noted the electric and gas lines should be run the following week.

15. Discussion/Act on fuel system installation update

Cushing reported Hegeman noted the fuel system installation was almost complete and they were working with the county clerk regarding the insurance. Holewinski questioned if anything was moving forward in regard to the removal of the existing fuel tanks. Gleason stated he did not believe there was anything new to report following the previous meeting.

16. Commissioner Report/Discussion

Cushing reported Hegeman noted trucks were ready for winter and now that the 2022 budget was approved equipment bids and quotes are being prepared for the tar kettle, skid steer, patrol trucks and sign truck.

17. Future Meeting Dates:

- December 2 and 16, 2021

18. Future Agenda Items

- Winter road school
- Gravel pit development
- 2021 chip seal cost and evaluation of chip seal operation
- Multiple trip overweight permit
- Removal of above ground fuel tanks

19. Public comments

No public present

20. Adjourn

Meeting adjourned at 8:58 a.m.

Committee Chairman

Committee Secretary