

**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, December 19, 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 (Commissioner), Lisa Jolin (Solid Waste), Alex Hegeman (Highway), Jeri Cooper (Highway), Dan Gleason (Highway), Fred Williston (Lakeland Times) and Scott Tromp (Public).

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

Motion by Cushing/Timmons to approve the agenda. All ayes; motion carried.

2. Approve the Minutes of the Public Works Committee meeting held on December 5, 2019

Motion by Timmons/Jensen to approve the minutes of the Public Works Committee meeting held on December 5, 2019. All ayes; motion carried.

3. Chairman's Announcements

• **Five Year Service Award for Adam Cira**

Jensen stated the employee was currently on a job so the award would be presented at a future meeting.

SOLID WASTE DEPARTMENT

4. General Business Discussion/Act:

A. Solid Waste vendor vouchers

Motion by Holewinski/Cushing to approve the Solid Waste vendor vouchers as presented. All aye; motion carried.

5. Discussion/Act on Geo-probe and Monitoring Wells for Demo Site 4

Jolin stated Sand Creek Consultants handled the RFP's. Jolin recommended Cascade at \$24,865 for the well drilling and Geiss Soil and Samples for the geo-probe.

Motion by Holewinski/Cushing to approve Cascade \$24,865 and Geiss Soil and Samples for the geo-probe boring installation of \$1,537.50. All ayes; motion carried.

HIGHWAY DEPARTMENT

6. General Business Discussion/Act

A. Highway Department Vendor Vouchers

Motion by Timmons/Cushing to approve the Highway Department vendor vouchers as presented. All ayes; motion carried.

B. Out of County Travel:

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

Stefonek reported the next meeting was scheduled for February.

7. Discussion/Act on Approval of 2020 Town Bridge Aid Request Resolution for the Town of Sugar Camp

Motion by Jensen/Paszak for the approval of 2020 Town Bridge Aid request for the Town of Sugar Camp and forward to the full County Board for review as a consent agenda item. All ayes; motion carried.

8. Discussion/Act on Alex Hegeman Employment Exit Address to Committee

Hegeman presented a letter to committee highlighting his thoughts on the current status of the department noting the factors that helped determine his decision to not to stay and attempt to advance within the department citing aging equipment, buildings and a lack of adequate storage. Hegeman commented by not replacing equipment once fully depreciated and keeping equipment far past its useful life it was difficult to sell for more than scrap in addition to frequent breakdowns and driver downtime. Hegeman also addressed County roads including the use of the Paser system to rate the condition for of the roads and maintenance such as chip sealing surfaces, the reclaiming of shoulders and brushing noting more could be done. Hegeman noted staffing levels did not allow much room for employees to take time off, especially in the event of an emergency or injury noting employees need time off to rest and reset. Hegeman noted more employees would also allow the department to seek additional town work that would help to keep equipment working, allow for better training of new employees while reducing turnover. Hegeman commented the department was trying to stretch dollars further, but by only looking ahead twelve months at a time and continuing the status quo the department continues to fall behind in all aspects.

Jensen thanked Hegeman for his thoughts noting they are looking at addressing much of the concerns through the 2020 CIP process but the Admin Committee would need to start the 2021 budgeting process earlier because this is not the only department falling behind.

9. Discussion/Act on Future Capital Improvement Projects Including Facility Needs

Stefonek commented he was looking to 2021 and beyond recommending a 1 to 10 year plan requesting direction at a future meeting on how the committee would like to proceed. Stefonek informed the committee he could provide information on equipment replacement if requested adding the fuel system upgrade was mandated by the State. Stefonek commented he categorized future needs under buildings & grounds, highways and equipment asking the committee to rank the projects and bring back to a future meeting. Jensen questioned whether the current facility meets the needs of the department moving forward and if not, what were their options.

10. Discussion/Act on 2019 County Maintenance Budget

Cooper informed the committee December 2019 maintenance was approximately \$113,000 and for the first two weeks of December 2020, maintenance was already approximately \$121,000. Stefonek informed the committee the account has approximately \$82,500 so department may overspend the maintenance budget. Cushing Holewinski noted the Administration Committee could approve a contingency amount based upon a certain percentage of the department's budget. Jensen noted the Administration Committee meets on January 7 and January 15, 2020.

11. Discussion/Act on Town of Three Lakes Town Sign on State Highway 45

Stefonek reported following the previous meeting he subsequently learned the County did not have jurisdiction in the area requested for easement for the sign so no action was required.

12. Discussion/Act on Policy for Removing Snowbanks from State and County Highways

Stefonek reported the DOT and Counties present at the NCR Commissioners meeting agreed they are not responsible for removing snow from driveways or intersections. Holewinski stated the attorney from the WTA informed him the DOT or County is responsible for snow in their right-of-way, however, he felt the town and the County should work together. Cushing requested Stefonek ask a representative from the DOT to attend a meeting.

13. Commissioner Report/Discussion

Operations Report

- **Rhineland Facility Heating and Ventilation Update**

Stefonek reported the heating and ventilation system is complete but they will be coming back to install a snow diverter.

- **Three Lakes Shop Heating Ventilation System**

Stefonek reported modines were installed for just over one-third of the cost. The heaters should aid in air-flow and reduce moisture.

14. Future Meeting Dates

- January 9, 2020
- January 23, 2020
- February 13, 2020
- February 27, 2020

15. Future agenda items

16. Public Comments

None

17. Adjourn

Meeting adjourned at 9:01 a.m.

Committee Chairman

Committee Secretary