

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

**Oneida County Highway Office Conference Room  
Wednesday, December 22, 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	<b>Via Zoom</b>		
Sonny Paszak	X		
Bob Almekinder	X		

**Also Present:** Lisa Jolin/Solid Waste, Alex Hegeman/Highway, Captain Terri Hook/Sheriff, 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/Almekinder to approve the amended agenda. Motion carried.

**2. Approve the minutes of the Public Works Committee meeting held November 18, 2021.**

Motion by Holewinski/Paszak to approve the minutes of the Public Works Committee meeting held November 18, 2021. Motion carried.

**3. Public Comments**

No public present.

**SOLID WASTE DEPARTMENT**

**4. General Business Discussion/Act**

**A. Solid Waste vendor vouchers**

Motion by Holewinski/Cushing to approve the vouchers retroactive to 12/16/21 as presented. Motion carried.

**5. Discussion/Act on new office building design proposal**

Jolin reported everything looked good on the new design proposal noting it required a down-payment of one-half the amount if approved. Discussion of adding an exterior basement entrance and required permits.

Motion by Holewinski/Paszak to accept the proposal. Motion carried.

**6. Discussion/Act on updated price list**

Jolin reported the updated price list included increases to the demo site minimum fee, stumps, tires, compost, roll-off boxes and hazardous waste. Jolin stated a letter was sent informing haulers tonnage on solid waste should remain the same for now but expect an increase in July.

Motion by Holewinski/Almekinder to approve the updated price list as presented. Motion Carried.

**7. Discussion/Act on 2022 blanket purchase orders**

Jolin noted only the change was a switch from O'Reilly to Auto Value for parts.

Motion by Holewinski/Paszak to approve the blanket purchase orders as presented. Motion carried.

**8. Discussion/Act on a resolution to amend Resolution 74-2019**

Jolin reported to date the department paid \$8,000 toward the loan with \$12,000 remaining at a rate of 2.38 percent. The finance director suggested refinancing in a similar fashion used for the recently purchased loader.

Motion by Holewinski/Cushing to pursue amended resolution 74-2019 to match the same interest as the loader. Motion carried.

**9. Discuss/Act on Letter of Credit renewal**

Jolin reported there were 2 letters of credit that renew every year on 12/31 at a cost of \$100 per letter.

Motion by Holewinski/Almekinder approve item number 9 as presented for 2022. Motion carried.

**10. Solid Waste Report/Discussion**

- **General Business:** Jolin reported Demo Site 4 was opened.

**11. Future Agenda Items**

- Demo 5 screening tree barrier
- Solid Waste office building

**HIGHWAY DEPARTMENT**

**12. General Business Discussion/Act**

**A. Highway Department vendor vouchers**

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

**13. Discussion/Act on Wisconsin Department of Transportation Draft Memorandums of Agreement for right of way:**

**A. CTH P; STH 17 to USH 8**

**B. CTH L; Oneida/Lincoln County Line to USH 51**

Hegeman reported the DOT transferred jurisdiction of both CTH P and CTH L to the County, however, the State retained ownership of the right of way. The memorandums of agreement terms grant the commissioner permitting jurisdiction within 50 feet of the roadway centerline including the entire right of way for driveway and utility permits.

Motion by Holewinski/Paszak to approve agenda item 13. Motion carried.

**14. Discussion/Act on request for ARPA funding for CTH B/Wolf River culverts replacement**

Hegeman reported based on discussions with material suppliers and a contractor the estimate to replace the culverts was approximately \$315,000. Cushing stated formal estimates would be required. Hegeman noted the estimates for materials and the contractor were in writing and including a 15 percent contingency. Holewinski recommended using concrete for the culvert rather than metal and increasing the contingency to 30 percent.

Motion by Holewinski/Almekinder to proceed with item 14 increasing the contingency to 30 percent and applying with the Administration Committee. Motion carried.

**15. Discussion/Act on request for ARPA funding for Rhinelander Facility full building generator**

Hegeman reported following the previous week's storm, the shop lost power for at least 24 hours. The current generator provided power for the fuel system, the computer in the shop that runs the system, one garage door and one light in the shop. Cushing directed Hegeman to bring back a cost estimate.

**16. Discussion/Act on increasing the limit of comp time saved to 80 hours for hourly employees**

Hegeman reported that comp time was limited to 37.5 hours and requested increasing the limit to 80 hours for department employees as they work many hours for storms and could use the time off to rest and regroup. Holewinski noted this not only helped with employee morale but benefited the County in savings to overtime wages. Hook conveyed the Sheriffs support of the increase to the limit for the same reasons.

Motion by Cushing/Paszak to approve the increasing the limit of comp time to 80 hours for hourly employees and forward to Labor Relations for consideration. Motion carried.

**17. Discussion/Act on 2022 Long Range Plan**

Hegeman reported the 2022 plan was based on the preceding year's plan and included a plan for safety.

Motion by Cushing/Almekinder to approve the 2022 Long Range Plan and forward to Labor Relations. Motion carried.

**18. Discussion/Act on purchase of new tar kettle**

Hegeman reported the purchase of the tar kettle was approved as a CIP project noting the quoted price from Sherwin Industries of \$105,900, less a trade-in allowance of \$26,500 plus the cost to install a light bar.

Motion by Holewinski/Paszak to approve the purchase of the tar kettle from Sherwin Industries, Inc. as presented. Motion carried.

**19. Discussion/Act on purchase of sign truck**

Hegeman reported the purchase of the sign truck was approved for \$250,000 from the general fund, however, following the third price increase in two months it was now \$287,966 with an anticipated delivery date of March 31, 2023. Hegeman noted the balance would come from the department's equipment fund.

Motion by Holewinski/Paszak to approve item 19 with a total price of \$287,966 noting the County will have to put additional parts on it out of their equipment fund. Motion carried.

**20. Discussion/Act on State-Financed Equipment Memorandum of Understanding for 2 brine storage tanks and brine pre-tank**

Holewinski questioned if there was any documentation he could provide to his constituents regarding the both the effectiveness and corrosiveness of brine vs salt. Hegeman explained the brine was simply a solution of salt and water and does not have any additives that make it more corrosive and he would look into finding information to forward. Regarding the tanks the State was willing to pay for 2 additional tanks for the brine building for a total of 4 with

space available for 2 more. In addition, Forest County was building a settling tank that will also be paid for by the State.

Motion by Holewinski/Almekinder to approve item 20 of the agenda as presented. Motion carried.

#### **21. Discussion/Act on brine building construction update**

Hegeman reported the building was heated and the garage doors were installed noting he would be following up with the contactor in regard to building completion. Based upon downtime during a storm event, Hegeman questioned if it might be best to use the building for equipment storage and move the brine equipment in the spring. Cushing noted at the last Administration meeting, Billy Fried requested an explanation of what all went wrong with the brine building and be presented at the next county board meeting. Cushing recommended providing a date-by-date explanation. Holewinski noted there was a date they applied for a CIP in the amount of approximately \$280,000. Gleason suggested he could create a document and list the minutes in order from any meeting where the building was an agenda topic. Holewinski requested the document be sent ahead of time so that it could be studied.

#### **22. Discussion/Act on fuel system installation update**

Hegeman reported the final inspection was completed the preceding Friday noting there were a few items Northwest needed to come back and correct. IT was working with Northwest on the software installation and once installed, they would need to sign up for training through OPW. Hegeman estimated the system should be operational sometime in January.

#### **23. Commissioner Report/Discussion**

Hegeman reported the Three Lakes area was hit badly by the previous week's storm resulting in 2 road closures. All the roads were now clear and have been reopened, however, it would be a slow going process to clean up the downed trees.

Patrol truck bids went out but based upon conversations with other commissioners he anticipated they would be lucky to get one truck in 2022. Holewinski commented if trucks are two years out they should be looking ahead to ordering trucks and suggested adding a long term equipment fund topic to the agenda. Hegeman noted he was planning on requesting two more trucks at a cost of \$300,000 each as part of the 2023 CIP program. Hegeman noted he reported to finance director the funds allocated for the 2022 truck purchases would likely need to be moved to 2023 in addition to discussing financing options.

#### **24. Future Meeting Dates:**

- December 30, 2021

#### **25. Future Agenda Items**

- Gravel pit development
- 2021 chip seal cost and evaluation of chip seal operation
- Multiple trip overweight permit
- Removal of above ground fuel tanks
- Request of ARPA funding for Rhinelander facility generator and cost estimate
- Brine building construction explanation/timeline
- Long-term equipment fund/financing

**26. Public comments**

No public present

**27. Adjourn**

Meeting adjourned at 9:12 a.m.

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Committee Chairman

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Committee Secretary