

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

**Oneida County Highway Office Conference Room
Wednesday, December 30, 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, Alex Hegeman/Highway, Lisa Charbarneau/LRES, 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/Timmons to approve the agenda. Motion carried.

2. Approve the minutes of the Public Works Committee meeting held December 22, 2021.

Motion by Holewinski/Almekinder to approve the minutes of the Public Works Committee meeting held December 22, 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 as presented. Motion carried.

5. Discussion/Act on Premium Pay for Holiday or Closed Days

Charbarneau noted the handbook expressly states employees must work on the holiday rather than the closure day to receive premium pay. However, since solid waste employees might be required to work on the closure day, the request was to amend the handbook to reflect premium pay be paid on the closure day for solid waste employees.

Motion by Timmons/Almekinder to forward to Labor Relations as presented. Cushing noted this would be for future closure days. Motion carried.

6. Solid Waste Report/Discussion

• **General Business**

Jolin reported the check and the signed proposal for the office were both sent.

7. Future Agenda Items

- Demo 5 screening tree barrier
- Solid Waste office building

HIGHWAY DEPARTMENT

8. General Business Discussion/Act

A. Highway Department vendor vouchers

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

9. Discussion/Act on request for temporary additional Equipment Operator position(s)

Hegeman reported he had received notice an employee was retiring at the end of January and would like to begin the process of hiring a replacement now in addition to asking for a second position to help cover other employee absences due to illnesses. Hegeman commented the current LTE snowplow driver position has been difficult to fill noting a lack of consistent hours. Charbarneau noted the committee previously approved the hiring of a temporary position that was later eliminated through attrition. Hegeman confirmed he anticipated the potential retirement of two additional employees in addition to the current absences. Holewinski stated he thought this would lead to an additional full time employee. Hegeman commented the department could hire fewer summer LTE's if needed to offset the additional position. Holewinski directed the commissioner, over the next few months, to inquire with local businesses that may have employees that are not working through the winter months.

Motion by Paszak/Holewinski to move follow Holewinski's direction and see what it produces. Holewinski directed the commissioner to establish the seasonal position at the higher rate of pay of \$25/hour for LTE's and to work with Charbarneau in developing the position. Charbarneau recommended guarantying a 20 hour work week to ensure it would be worthwhile for applicants. Motion carried.

10. Commissioner Report/Discussion

Hegeman reported the software for the fuel system was installed but the earliest training available was for January 24th adding he was hoping to be up and running by early February.

Regarding the brine building both the heat and the electrical were working, however, he would need to meet with the contractor about the anticipated completion date.

Hegeman informed the committee of the request to update the language of the handbook to include the Highway Department under the pager pay section.

11. Future Meeting Dates:

- January 13 and 27, 2022
- February 10 and 24, 2022
- March 10 and 24, 2022
- April 7 and 21, 2022

12. 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

13. Public comments

No public present

14. Adjourn

Meeting adjourned at 8:25 a.m.

Committee Chairman

Committee Secretary