

MEETING OF THE JOINT ONEIDA COUNTY PUBLIC WORKS, PLANNING & DEVELOPMENT AND LABOR RELATIONS & EMPLOYEE SERVICES

July 12, 2018

Committee Members Present: Robb Jensen, Scott Holewinski, Mike Timmons, Sonny Paszak, and Ted Cushing.

Also in Attendance: Bruce Stefonek/Highway, Dan Gleason/Highway, Lisa Jolin/Solid Waste, Darcy Smith/Finance, Mike Romportl/Land Information, Tom Wiensch/Corporation Counsel, Dan Childs and Bob McMann/Fahrner Asphalt, Fred Williston/Lakeland Times and Scott Tromp/Public.

The following matters were taken up to wit:

Call the Meeting to Order & Roll Call

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: Timmons/Cushing to approve the amended agenda. All ayes; motion carried.

2. Approve the Minutes of the Public Works Committee meeting held on June 28, 2018

Motion: Cushing/Paszak to approve the minutes of the of the June 28, 2018 meeting as presented. All ayes; motion carried.

Solid Waste Department

3. General Business Discussion/Act

A. Solid Vendor Vouchers

Motion: Cushing/Jensen to approve the Solid Waste vendor vouchers as presented. All ayes; motion carried.

4. Discussion/Act on 2nd Quarter 2018 Financial Report and Revenue/Expense Comparison Report

Jolin reported revenue in Hazardous Waste had doubled, fewer expenses for Transfer with less trash coming off the sort line and more to Demo noting funding from a grant will not be reflected until the third quarter. Jolin noted concern that Long Term Care expenses were higher. She explained how expenses accumulate until the end of the year with the funds received the second quarter of the following year. Jolin stated she would include carryover from 2017 to 2018 in the third quarter report.

5. Discussion/Act on DNR Wastewater Plan Review and Consulting Fees

Jolin reported in addition to this spring's testing, if they voluntarily perform the metals testing this fall, and with favorable tests again the following year, they would then apply for a new application with a one-time new review and consulting fee. If the test is not favorable then they will not need spend the money on the consulting fee.

Motion: Jensen/Cushing to add metal testing for Solid Waste department for this fall at a cost not to exceed \$1,400. All ayes; motion carried.

6. Solid Waste Report/Discussion

• Operations Report

Jolin reported the McNaughton project crew spent five hours weed whacking and picking up garbage at an estimated cost of \$149 and is hoping to get the crew back to chip in the fall. Jolin reported the new Solid Waste contract started and there were a few snags but they were working through it. Jolin noted they are adding a third trailer based on need. Jolin reported she was watching the recycling market waiting for prices to rebound.

7. Future Solid Waste agenda items

- Follow-up with progress on transition to single stream recycling

Highway Department

8. General Business Discussion/Act

A. Highway Department Vendor Vouchers

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

9. Discussion/Act on Closing the acceptance of Highway Striping bids, open bids and act on awarding bid

Motion: Holewinski/Cushing to close acceptance of Highway Striping bids. All 'aye'; motion carried.

Bidder	Latex/LF	Latex Total
Fahrner Asphalt	0.070	71,910.86
Century Fence	0.077	79,101.94

Stefonek reported Corporation Counsel informed him they could add or reduce the schedule by less than \$25,000 if they wanted to add additional striping. Paszak stated he would like to see CTH P restriped for safety reasons.

Motion: Holewinski/Jensen to award the bid to Fahrner Asphalt with a cost not to exceed \$90,000. All aye; motion carried. Holewinski directed Stefonek to select the additional roads for striping.

10. Discussion/Act on title issues and potential transfer of portions of the County Right of Way of Oneida County Highway County K, and other County properties including portions of Townline Park, which are adjacent to or near the property of Earl and Margo Morey property which is known as the Fireside Supper Club, and other properties adjacent to or near the Morey Property which is near Townline Lake

Romportl stated the U.S. Government would not deed the property, however, the county has an easement for all of CTH K. Romportl recommended moving ahead doing what they can adding they could quit claim the portion where the Fireside septic is located; Land Records will handle the excess right of way clearing title to Jordon for \$100 and fees. The Highway Department would need to set a price for the other properties. Wiensch recommended using an appraiser to set the price.

Motion: Cushing/Jensen to move forward with the appraisal for the right a way indicated in green and in yellow. All 'aye': motion passed.

11. Discussion/Act on Separation of Highway Department and Solid Waste Department

Stefonek reported he spends a couple of hours per week on average on the Solid Waste Department. Stefonek stated he also reviews and signs the vouchers and timecards, which acts as the internal control. Jensen questioned if this decision was what was best for the county and what efficiencies may be gained if the departments were separated. Holewinski stated Jolin was given her current position to see if she could run it. Paszak commented he felt she was doing a great job. Smith reported the director position was proposed at Grade M, Step 4, but that had not gone through Carson Dettmann so it would require reclassification through LRES. Smith reported the fiscal appears to have

only a \$570 impact, the long-term impact was really more like \$4,000/year. Smith reported approximately \$5,300 in charges would come back to the Highway Department noting the changes that have already been made at the department in the last year. Smith noted the concern of the auditors but confirmed there could be sufficient separation of duties if they reassigned certain duties. Stefonek stated he spoke with Jolin and those concerns have been addressed. Cushing stated he supported the separation and recommended promoting from within. Jensen stated he felt there was consensus to move forward directing Stefonek to move forward with revising the job descriptions and move through the process of sending to LRES.

Motion: Holewinski/Paszak to move forward with items 3, 4 and 5 as presented. Jensen clarified the motion to separate the duties of the Highway Commissioner, create a Solid Waste Director job description and any changes to the SW Lead Person job description working with the Finance Director to cover the controls that are needed. All 'aye'; motion carried.

12. Discussion/Act on Upgrading Finance Technician to Office Manager

Jensen stated they were moving forward with an updated job description and fiscal impact.

13. Discussion/Act Update on County A spreading of aggregate prior to pulverizing

Stefonek stated in the future they would meet with the contractor prior and ask what their wishes are. On CTH B they will stay ahead of pulverizer and have a grader, roller and equipment operator on site because of rain. The equipment operator lives close by and is available to grade if necessary. Stefonek stated the person on call would inspect and make a determination if an operator would need to be called in.

14. Discussion/Act on County shouldering process

Stefonek stated neither he nor the Patrol Superintendent inspected the shoulders on CTH A. In the future, the Foreman will be on the job adding CTH A will be compacted and dressed up once more. Holewinski stated the town jobs spread the pulverized blacktop and gravel from shoulder to shoulder then there is only three and one-half inches. Stefonek stated they did not complete the shouldering immediately because they have been moving from job-to-job. Holewinski noted a washouts and drop-offs on CTH A stating they should not pull off but stay and complete the project.

15. Discussion/Act on vacancy review appeal for Shop Foreman position

Stefonek reported the Shop Superintendent has accepted a position with Vilas County and submitted his resignation effective August 2, 2018.

Motion: Holewinski/Jensen to apply to LRES Committee to waive the vacancy review and proceed with filling the Shop Foreman position. All 'aye'; motion carried.

16. Commissioner's Report/Discussion

• **Equipment Operator termination of employment**

Stefonek reported an equipment Operator of 18 years had recently resigned and the department was now at full staff.

• **2018 Chip Sealing**

Stefonek reported 2018 chip sealing was complete with 7.63 miles on CTH C and 2.05 miles on CTH G noting all went well with the exception of some spillage leading to over application of aggregate in some spots. Discussion of process of removing excess aggregate.

• **County B Construction**

Culvers are replaced and pulverization to be completed the following day. Shaping and paving should be completed by the end of the following week. Stefonek reported the banks were tight so some areas were widened to make room for snow removal.

17. Future Meeting Dates

- July 26, 2018
- August 9, 2018

18. Future agenda items

- Capital Improvement Projects
- Construction Update CTH B
- Chip Seal

19. Public Comment

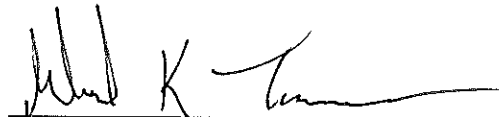
None

20. Adjourn

Motion: Cushing/Timmons to adjourn at 9:36 a.m. All ayes; motion passed.



Committee Chairperson



Committee Secretary