

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

May 10, 2018

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

Also in Attendance: Bruce Stefonek/Highway, Dan Gleason/Highway, Lisa Jolin/Solid Waste, Lisa Charbarneau/LRES, Brian Desmond/Corporation Counsel 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: Cushing/Paszak to approve the agenda. All ayes; motion carried.

2. Approve the Minutes of the Public Works Committee meeting held on April 26, 2018

Motion: Timmons/Jensen to approve the minutes of the of the April 26, 2018 meetings as presented. All ayes; motion carried.

3. Chairperson Announcements

- **Confirmation of committee member attendance at 2018 WCHA Summer Conference on June 4 - 6, 2018**

Jensen requested the committee members confirm their plans to attend the 2018 WCHA Summer Conference in Wisconsin Dells

- **Oneida County State Road Superintendent meeting with Department of Transportation in Stevens Point on May 10, 2018**

Jensen informed the committee the county board chair approved the patrol superintendent's travel to Stevens Point to attend a meeting with the DOT regarding information for the state's new brine system.

Motion: Jensen/Holewinski to suspend the rules and take items 14 through 21. All 'aye'; motion carried.

Solid Waste Department

4. General Business Discussion/Act

A. Solid Vendor Vouchers

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

B. Charge Account credit application for Integrity Plus Insulation

Motion: Cushing/Jensen to approve the charge account credit application for Integrity Plus Insulation as presented. All ayes; motion carried.

5. Discussion/Act on 2018 MSW (Municipal Solid Waste) Contract Revisions

Jolin highlighted the changes made to the contract. Jolin noted the addition of the definition of hazardous waste, changes to the minimum tonnage to 21 tons, access to the transfer station during nonoperational hours, responsibility for weight restriction violations and the required travel route.

Jolin stated cost increases are limited to the CPI and uncontrollable increases with a 60-day notice, termination of contract by either party resulting from breach of contract, the pollution liability noting the county may want to consider pollution insurance and updates to the insurance certificate. Motion: Pazak/Timmons to approve the contract for transfer of municipal solid waste. All 'aye'; motion carried.

6. Discussion/Act on 2nd Story Operations

Jolin reported although not opened the previous year they did sell items they could pick out. Jolin stated she would like to continue in the same manner, but she would like to remove the divider in the scale office to make room to store items for sale. Jolin stated she could include an announcement on the website. Timmons directed Jolin to inventory items removed for sale.

7. Discussion/Act on MRF (Material Recovery Facility) procedures and LTE staffing

Jolin reported currently cardboard is comingled, however, if separated they could get a higher price for the cardboard noting it would have made a \$12,000 difference the previous year. Jolin informed the committee the cost of employing an additional LTE during the summer months to break the bags and separate the cardboard would result in an approximate \$3,000 increase. Jensen commented he felt it was worth a try and directed Jolin to report back how it is working. Jensen added there should be a sign indicating large boxes should be broken down to conserve space. Stefonek stated if approved it would need to go onto LRES.

Motion: Cushing/Paszak to approve the additional LTE for sorting of the cardboard for 19 weeks. Discussion: Jensen directed Jolin to provide an update to the committee in a couple of months. All 'aye'. Motion carried.

8. Discussion/Act on 2019 LTE Staffing requests

Motion: Cushing to approve the 2019 LTE Staffing requests and forward to LRES for their consideration. All 'aye'; motion carried.

9. Discussion/Act on pallet grinding and brush and/or stump chipping/grinding

Jolin reported she contacted three companies for quotes to grind pallets and brush adding Land Conservation will be getting back to her with how many yards they would like. Based upon the preceding year she estimated the cost at \$7,000. Jolin stated she contacted McNaughton regarding using a project group to clean up the grounds in starting in July.

10. Discussion/Act on Compost Operations and 2018 pricing

Jolin reported the price for compost last year was \$20/5 yard, \$19/10 yard, \$18/15 yard and \$20 for pick-up adding she would like to keep at the same price advertising in the paper and on the website. Motion: Jensen/Cushing to continue with the same price structure and advertising strategy as last year for the compost. Jensen recommend testimonials added to the website may be helpful. All 'aye'; motion carried.

11. Solid Waste Report/Discussion

• Update on Glass Crushing/Recycling

Jolin reported Glass Plus removed the big equipment noting if he follows through, he will get rid of a lot of the garbage. Jolin adding she was looking into options for glass recycling which may or may not require the glass to be crushed but was asked by the company to hold off for now.

• Update on Drug take back and sharps collection held on 4/28/18

Jolin reported they worked with the Sheriff's Department for the drug take back and partnered with the Health Department for the sharps collection. Jolin noted an increase from 12 pounds to 50 pounds of drugs.

12. Future Solid Waste agenda items

Highway Department

13. General Business Discussion/Act

A. Highway Department Vendor Vouchers

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

14. Discussion/Act on Close Acceptance of Sand for 2018 Salt Sand Quotes

Motion: Holewinski/Paszak to close acceptance of sand quotes. All 'aye'; motion carried.

15. Discussion/Act on Opening of Quotes for Sand for 2018 Salt Sand

Bidder	Rhineland/Southwest/Both	Unit Price per Ton of Sand
James Peterson Sons	Both	\$2.49
Highpoint Sand & Gravel	Both	\$0.80
Peterson Sand & Gravel	Both	\$3.75 (\$4.75 washed)/cu yd.
Pitlik & Wick	Southwest	\$2.50
Musson Bros.	Both	\$2.25

Motion: Holewinski/Paszak to have the commissioner review bids, confirm the sand meets specs and bring back a recommendation. All 'aye'; motion carried.

16. Discussion/Act on Close Acceptance of 2018 Chip Seal Aggregate Quotes

Motion: Jensen/Cushing close acceptance of 2018 chip seal aggregate quotes. All 'aye'; motion carried.

17. Discussion/Act on Opening of Quotes for 2018 Chip Seal Aggregate

Bidder	Unit Price/Ton	Total
Highpoint Sand & Gravel	\$10.00	\$17,500.00
Peterson Sand & Gravel	\$7.49	\$13,107.50
Milestone Materials	\$13.95	\$24,412.50
Musson Bros.	\$10.75	\$18,812.50

Motion: Cushing/Paszak to have the commissioner review the quotes and bring back a recommendation. All 'aye'; motion carried

18. Mechanic Wage Schedule/Recruitment

Stefonek reported the position seldom required the teardown of diesel engines, which could be otherwise outsourced noting Pitlik & Wick outsource the heavy-duty teardowns but have a mechanic with the ability handle the rest. Discussion of the need of a dedicated diesel mechanic and consideration of reclassification of the position. Stefonek stated he felt if they replaced the position with someone with lesser experience, they would fall behind. Jensen directed Stefonek to research and estimate what percentage of the scheduled hours would be toward the specialized skills, look into additional training to teach an employee those skills, and estimate the cost of outsourcing that work. Discussion of wages paid by other counties and the private sector. Cushing recommend farming out the more difficult jobs and offering the position to one of the applicants. Jensen recommend indicating they would be looking at the wage and directed Stefonek to follow-up with the applicant and if needed repost the position.

19. Closed session - It is anticipated that the committee will go into closed session pursuant to Wisconsin Stats. Sec. 19.85 (1) (c) for purposes of considering employment, promotion, compensation or performance evaluation data of any public employee and Wisconsin Stats. Sec. 19.85(1) (f) for considering financial, medical, social or personal histories or disciplinary data of specific person, preliminary consideration of specific personnel problems or the investigation of specific charges, which, if discussed in public, would likely have a substantial adverse effect on the reputation of the person referred to in such data (Topics – Foreperson Compensation; Equipment Operator Employment; Mechanic Compensation)
The committee did not enter into closed session.

20. The Committee will return to open session and may ratify any matter(s) discussed in closed session
The committee did not enter into closed session.

21. Discussion/Act on ATV Ordinance for use of STH 32 from Chicken in the Woods Road to East Golf Course Loop
Holewinski directed Stefonek to check with the Three Lakes Police Department to find out if there have been any accidents on the Highway 45 Bridge and be prepared to answer questions if anyone should ask.
Motion: Jensen/Paszak to approve the ATV ordinance and forward onto the County Board for review. All 'aye'; motion carried.

22. Discussion/Act on Barrientos Design Study Priority 1 HVAC Upgrades and Exit Lighting at Rhinelander Highway Department
Stefonek reported Harwood Engineering would come in and provide recommendations with the associated costs for the project design and then develop the bidding documents, assist in the identification of contractors, advertise bidding in accordance with the county requirements, develop the contract along with Corporation Counsel, and assessment and documentation at the conclusion of the project. Stefonek stated the estimated cost for the projects was \$225,000 for the service garage, \$25,000 for lighting and \$25,000 for the air exchange system for a total of \$275,000 for phase 1 in addition to the \$18,000 fee for services, which was within the acceptable range.
Motion: Jensen/Cushing to approve Harwood Engineering Consultants for the Highway projects a price not to exceed \$18,250 plus any additional options as presented in the proposal to come back for approval. Stefonek noted the work would need to be completed by November 1. All 'aye'; motion carried.

23. Discussion/Act of Review of Planned 2018 Construction and Projects
Stefonek recommend finishing CTH A and then Long B noting the bid was based mileage so Pitlik & Wick would be moving a plant. Stefonek presented the option to complete Short B and 1.47 miles of CTH D or 2.4 miles of CTH D and postpone Short B to 2019. Stefonek stated CTH D was in worse condition with more traffic.
Motion: Jensen/Cushing for 2018 to complete 2.4 miles of CTH D and not do Short B until 2019. All 'aye'; motion passed.

24. Commissioner's Report/Discussion

- **County Mutual Safety Day**

Stefonek reported the entire crew attended Safety Day in Crandon, which also serves as the annual MSHA recertification training in addition to safety training. The training was provided by County Mutual at no cost to the county.

- **Implementation of safety training modules**

Stefonек reported he reviewed the modules and employees will watch and test on each of the selected areas and then kept on file. Cushing commented testing data should be provided to the insurance company in the event there is an opportunity for discount. Jensen commented enthusiasm for the program is important and directed Stefonек to track and include the changes on the end of year report for the county board. Jensen noted there is an opportunity to contact the media regarding what the department is doing to promote safety.

25. Future Meeting Dates

- May 24, 2018
- June 14, 2018
- June 28, 2018

26. Future agenda items

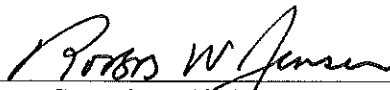
Jensen commented committee members should forward any items to Stefonек or himself.

27. Public Comment

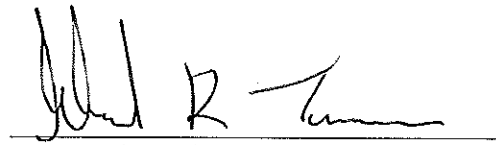
Tromp commented the snow fence was still up on CTH K and was torn by the wind in the past.

28. Adjourn

Motion: Cushing/Jensen to adjourn at 9:41 a.m. All ayes; motion passed.



Committee Chairperson



Committee Secretary