

MEETING OF THE ONEIDA COUNTY PUBLIC WORKS/SOLID WASTE COMMITTEE

DATE: JULY 27, 2017

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

Also In Attendance: Bruce Stefonek/Commissioner, Lisa Jolin/Solid Waste, Dan Gleason/Highway, Jeri Cooper/Highway, Lisa Charbarneau/LRES, Norman Barrientos/Barrientos Design & Consulting

The following matters were taken up to wit:

Chairperson Jensen called the meeting to order at 8:00 a.m. It was noted the meeting was properly posted and the media notified.

1. **Motion:** Paszak/Timmons to approve the amended agenda. All aye; motion passed.
2. **Motion:** Holewinski/Jensen to approve the minutes of the July 13, 2017 meeting. All aye; motion passed.
3. Chairperson's announcements:
 - Jensen informed the committee the person who provided the support for the Highway Department accounting software passed away and the committee may need to consider different software after 2017.
4. **Motion:** Holewinski/Cushing to approve the Solid Waste vendor vouchers as presented. All aye; motion passed.
5. Discussion of which position was responsible for the 4 to 5 hours of clerical duties per week and whether or not the Solid Waste Supervisor should perform those duties.
Motion: Cushing/Timmons to approve the job descriptions as presented. Jensen commented he felt the committee previously came to the consensus that those duties were clerical and the position was supervisory and not clerical. Jensen added he did not agree that this was not a reorganization. Discussion of whether or not the Scale Operator/Lead job description would be changed if the current employee left the position. Timmons, Holewinski, Cushing, Paszak; aye. Jensen; no. Motion passed.
6. Closed Session: It is anticipated that the committee may go into closed session pursuant to section 19.85 (1)(c) of the Wisconsin Statutes for the purpose of considering employment, promotion, compensation, or performance evaluations data of any public employee over which this body has jurisdiction or responsibility (Topics: Solid Waste Lead Person/Scale Operator/Recycling Coordinator compensation and Commissioner's goals).
Motion: Cushing/Paszak to enter into closed session at 8:16 a.m. Roll call vote; all aye. Motion passed.
7. **Motion:** Holewinski/Timmons to table all topics. Roll call vote; all aye. Motion passed.
Motion: Holewinski/Cushing to return to open session at 8:23 a.m. Roll call vote; all aye. Motion passed.
8. Solid Waste Report/Discussion:
 - Jolin reported the DNR inspection was completed on June 30th noting the department was fully compliant with the exception of a sign needed at the gate listing the individual license numbers and a small sign by motor oil recycling.
9. A. Highway Department vendor vouchers
 - **Motion:** Cushing/Holewinski to approve the Highway Department vendor vouchers as presented. All aye; motion passed.

B. Out of County Travel

- **Motion:** Paszak/Cushing to approve Chris Frank to attend the Wisconsin Counties Highway Association 2017 Annual Road School for Superintendents. All aye; motion passed.
- **Motion:** Jensen/Cushing to approve the Compass Training for the Commissioner. All aye; Motion passed.

10. Stefonek reported Mike Romportl had reviewed and made any necessary corrections to the legal description and noted if approved, the State required the quitclaim deed signed by the committee members to be notarized.
Motion: Jensen/Cushing to approve the resolution regarding the Wisconsin DOT Order to County to convey Highway Right of Way Title as presented and forward on to the full County Board for approval. All ayes; motion passed.
11. Stefonek reported the newly hired Equipment Operator resigned following a discussion he had with the employee the previous day. Stefonek reported he spoke with the individual later in the day following his resignation and he believes the misunderstanding was cleared up. However, the former employee feels as though he is in a better position now.
Motion: Cushing/Holewinski to waive the Vacancy Review for the Equipment Operator position. Charbarneau confirmed this did not need to go back to the Labor Relations Committee as it was less than six months of the employee's start date. All ayes; motion passed.
12. Stefonek reported the Highway Department stored some livestock equipment for the Oneida County Fair. Because they have no way of hauling it they requested the Highway Department haul the equipment to the fairgrounds.
Motion: Cushing/Holewinski to charge the Fair Committee for the movement the livestock equipment at the minimal amount. All ayes; motion passed.
13. Jensen stated he met with Holewinski, Stefonek, and the former Pepin County Highway Commissioner. In addition, Holewinski, Timmons, and Stefonek met with the Portage County Highway Commissioner to get their input on the chip seal noting they met separately so not to have a quorum. Stefonek reported they started the chip sealing Monday, finished Tuesday and started sweeping on Wednesday of that week. Discussion on the procedures that may have led to the problems with the previous chip seal. Hartman reported the insurance company's adjuster had spoken with Fahrner and she would follow up to see if they had accepted any responsibility. Timmons recommended waiting until the project was completed and then review. Stefonek reported when the distributor backed up and restarted, the chip machine operator would automatically override and put more chips in those areas noting one driver overlapped between 4 inches to 1 foot and the second operator by sometimes as much as 4 feet. Stefonek reported based on the amount of oil figured, the estimate to fog the 10.77 miles was \$36,500. Stefonek confirmed the rock is sticking out by at least 25 percent adding the fog will add 10 to 15 percent more asphalt which will glue the chips down. He added they would use a pilot car for traffic control and complete the process one mile at a time and ensuring the surface is dry before moving on.
14. Stefonek reported Nick Voss told him Oneida County is the only department in his region set up to start the workweek on Saturday versus Sunday or Monday. Discussion of the best option to help morale and fulfill the RMA. Jensen confirmed the State agreed with the County paying overtime for work on Saturdays and Sundays while maintaining current workweek as long as the work was meaningful.
Motion: Timmons/Holewinski to accept Option B as presented. Stefonek noted the State wanted the roads cleaned-up to a certain point on the weekend and then finished on the following Monday. Jensen commented the committee is in favor of and supports providing overtime pay when employees are called in on the weekend. Jensen clarified the committee is approving overtime for Saturday and Sunday but Stefonek can come back if he finds something else that needs to be adjusted. Jensen noted it was the

discretion of the Highway Commissioner to work 40 hours a week. Holewinski added that would allow the employees to work Thursday and Friday rather than sending home once they reached 40 hours. All Ayes; motion passed. Stefonek questioned if this policy would require further approval. Timmons and Holewinski confirmed this is Highway Policy with Jensen adding the 2018 budget would need to be adjusted for hours at 2080 not 1950.

15. Stefonek reported the current price to purchase gravel is \$4.99 to \$5.65/ton and because Scheidegger's pit is almost depleted, his recommendation would be not to sell any gravel to any town unless it is an emergency. However, because 4,500 tons was crushed for the Town of Pelican sell them that gravel at the lower market price of \$5/ton for 2017 only.

Motion: Holewinski/Paszak to sell gravel to the Town of Pelican at \$5/ton for 2017 only with an explanation of the reason. All ayes; motion passed.

16. Stefonek reported Oneida County Employee Safety Handbook is in development in conjunction with development of the Safety Committee. Jensen requested members review the document provide any recommendations to the Highway Commissioner.

Ted Cushing excused at 9:19 a.m.

17. Norman Barrientos presented an updated report to the committee confirming if 50 percent of an area is upgraded then that area would need to be brought up to code. Barrientos indicated upgrades were categorized by priority. Discussion of recommendations of the engineers, the cost to maintain the facility for the next 20 years, the timeframe to complete, funding and cost of upgrading compared to the cost of a new facility. Jensen stated he would put this back on the agenda for the next meeting noting committee members should forward any questions to Barrientos and he would request to have this added to the Administration Committee agenda. Cooper stated the Finance Director recommended utilizing a CIP because anything over \$400,000 should go through a CIP.

18. Stefonek reported the 2007 Caterpillar has 2765 hours on the loader with a cost of \$6,055 to repaint noting the two Cat loaders will be around for a long time but this was the worse of the two. Jensen stated he is not opposed to repainting but wants to ensure the appropriate maintenance was being done to extend the life of the equipment.

Motion: Timmons/Holewinski to approve painting of the Caterpillar loader by Wayne's S & D Bodyworks at a cost of \$6,065. Discussion of the need to have the work completed by the middle of September.

19. Stefonek reported most items dropped in cost noting they chose to purchase blades using a piecemeal approach based upon cost but lump all the nuts and bolt together.

Motion: Holewinski/Jensen to purchase the blades for 2017 as presented. All aye; motion passed.

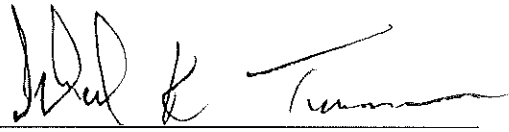
20. Commissioner's Report/Discussion:

- Crack sealing on CTH N was completed and they started crack sealing on CTH Y. Stefonek reported they are heat lancing using the sensor to test the temperature, however, the State wanted heat lancing only when moisture is present when road temperature is below a certain point.
- Shouldering was finished on CTH Q and they are finishing driveways so it will be ready for striping.
- CTH A is paved and driveways are being filled.
- Stefonek reported WCHA is working with the State on the SWAP noting they are very excited explaining a federal STP grant could be swapped with an urban that needs the engineering.
- Stefonek explained he was working with Lorrie Olson to transfer \$17,375 that was leftover from CTH Y from 2016-17 to the CTH A project and the Town of Woodruff received \$4,467 from 2014-15 that the Town of Nokomis did not spend.

21. Future meeting dates:
 - August 10, 2017
 - August 24, 2017
22. Future agenda items:
 - Commissioner's goals
23. Public Comment:
 - None
24. **Motion:** Jensen/Holewinski to adjourn at 10:03 a.m. All ayes; motion passed.



Committee Chairperson



Committee Secretary