

**MEETING OF THE ONEIDA COUNTY PUBLIC WORKS/ SOLID WASTE
COMMITTEE**

OCTOBER 26, 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, Lisa Charbarneau/LRES, Tim Weber/Solid Waste, Len Wendler/Solid Waste, Mike Kecker/Solid Waste, Sarah Tiff/Fastenal, Ryan Coron /Fastenal, and Scott Tromp/Public.

The following matters were taken up to wit:

Chairperson Jensen called the meeting to order at 1:00 p.m. noting the meeting was properly posted and the media notified.

1. Motion: Holewinski/Paszak to approve the amended agenda. Motion passed unanimously.
2. Jensen stated approval of the minutes of the October 13, 2017 meeting would be approved at the next meeting.

Ted Cushing joined the meeting at 1:01 p.m.

3. Jensen noted all committee members were in attendance.

Solid Waste Department

4. Jolin introduced staff of the Solid Waste Department to the committee.
5. General Business:
 - A. Motion: Timmons/Jensen to approve the Solid Waste vendor vouchers as presented. Motion passed unanimously.
6. Jensen noted there was no one from the public to include in the tour of the Solid Waste site at the time the committee left for the tour. Tromp arrived and joined the tour in progress. The tour concluded at 1:44 p.m. noting two vehicles were used for the tour to accommodate committee members, staff and members of the public. Jensen stated the tour was informative and instructed Jolin to work with staff and develop a priority list for projects. Cushing added Jolin should develop a list of equipment to dispose of that is no longer being used.
7. Jolin reported Glass Plus is working to remove the glass from the site, however, if is not removed soon it will likely be there for the winter. Jolin stated Corporation Counsel indicated a lawsuit could be filed with committee approval if necessary. Jolin added he came on a weekend and bought 17 tons at a bulk at rate that was incorrect so she sent a letter stating the committee agreed to sell the glass at \$20/yard. The committee directed Jolin not to extend any credit to Glass Plus adding he would need to remove the unwanted glass and his equipment before taking the good glass. Jolin stated if he had found a market for the glass, she should be able to also.
8. Holewinski instructed Jolin to develop an overall plan to present to the committee and they will figure out how to pay for it, adding they would take the total package to county board rather than piece-by-piece.

9. Jolin reported \$1,700 to \$2,400 is spent per year on the sharps collection and received \$108 from the pharmacies for the third quarter with two pharmacies refusing to give any money. Jolin reported other landfills have their own sharps programs. She felt as though the pharmacies should pay for and arrange their own pickup.
Motion: Timmons/Holewinski to discontinue the sharps program effective January 1, 2018. Jensen directed Jolin to call the pharmacies to notify them they will be receiving a letter indicating the committee decided to end the program. Motion passed unanimously.
10. Jolin reported the review of the contract paperwork was filled out and submitted to Brian Desmond. She requested the proposal bid with hauling and disposal separately so they can look at other options. Jolin reported the current contract expires on June 30, 2018. Holewinski instructed Jolin to seek a longer contract term to be more competitive. Jensen recommended she should request bids for both 5-year and 10- year contracts.
11. Solid Waste Report/Discussion
 - Jolin reported there is a glass task force looking at innovative ideas for disposal of the glass.
 - Jolin stated the equipment/vehicle maintenance forms piggybacked off the Highway Departments records noting focus on preventive maintenance.
 - Jolin stated she would piggyback the site operator's certification with implementing the Safety Program approved by the Highway Department. In addition to annual training, she is planning a spring safety meeting and as well as monthly meetings.
 - Jensen recommended using the form for CIP to help outline the needs and costs.

Highway Department

12. General Business:
 - A. Motion: Jensen/Cushing to approve Highway Department vendor vouchers as presented. Motion passed unanimously.
 - B. Stefonek requested any committee members interested in attending to let him know by the next meeting.
Motion: Jensen/Paszak to approve the attendance at the Wisconsin County Highway Association Professional Development & Leadership Conference in Wausau on December 4th and 5th for mileage expenses per diem for committee members and up to two Highway Department members. Motion passed unanimously.
13. Stefonek reported he received and reviewed a revised contract from Fastenal that addressed the questions previously identified by Corporation Counsel. Coron added the good faith spend commitment and software fees were waived and noted the products were discounted as part of the government contract. Coron noted benefits to vending included increased accountability and safety as well as linking the machine to the store to replenish inventory, which saves time. Tifft stated they would pull the machine with a 60-day notice.
Motion: Holewinski/Paszak to approve the Fastenal contract as presented. Motion passed unanimously.
14. 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 (Topic: Highway personnel issue)
Motion: Timmons/Holewinski to enter into closed session at 2:13 p.m. Roll call vote with all voting in the affirmative.

15. Motion: Cushing/Paszak to return to open session at 2:31 p.m. Roll call vote with all voting in the affirmative. Jensen reported the committee received an update on an employee resignation with no action taken in the closed session.
16. Stefonek reported research indicated other counties utilized lead persons and felt this position would help department efficiency. Charbarneau outlined eliminating the current Assistant Patrol Superintendent position, and in its place, creating two salaried, working supervisor positions promoted from the group. Charbarneau discussed the advantages to creating salaried as opposed to hourly positions, the duties of the position, proposed winter work schedule and the potential savings to the county. Stefonek confirmed the change would result in one less employee. Jensen expressed concern for the elimination of one Equipment Operator position. The committee members agreed they would like time to review the information and then bring back to the next meeting. Jensen encouraged the committee members to contact Stefonek or Charbarneau with any questions ahead of the next meeting. Timmons requested Charbarneau to forward the Patrol Superintendent and Highway Commissioner job description.
17. Charbarneau provided the committee with fiscal impact statements based upon a 40-hour workweek for the exempt employees for review with the topic to be brought back to the next meeting.
18. Motion: Cushing/Jensen to approve the Highway Department Operator Vacancy Review and forward to LRES for consideration. Motion passed unanimously.
19. Stefonek reported two to three vehicles are on their last leg noting one is no longer on the highway. He noted there is \$19,477 remaining in the machinery account to be used to purchase a vehicle and \$87,826 in the PBM account. Stefonek reported the state would like to see vehicles set up specifically for flagging – ½ ton, 4 x 2 with a long bed for hauling signs, a radio mounted on the backside of the truck for safety, and the other truck would be a ½ ton, 4 x 4. Timmons/Cushing to allow the commissioner to get quotes for purchase of pickup trucks presented. Motion passed unanimously.
20. Stefonek reported the company that installs the accessories will honor last year's price if acted upon in the next 30 days.
Motion: Holewinski/Cushing to approve purchase of the 2018 Patrol Truck accessories from Truck Equipment at last year's prices. Motion passed unanimously.
21. Jensen reported he attended the North Central Regional Meeting along with Holewinski and Cushing the previous Friday.
22. Commissioner's Report:
 - Stefonek reported although the numbers are preliminary but they typically stick; the 2018 General Transportation Aids are increasing by \$117,082.
 - The Routine Maintenance Agreement will remain the same as 2017. Stefonek noted if everything remains the same for November and December they will have overspent the RMA by 0.4 percent or just over \$100,000.
23. Future meeting dates:
 - November 9, 2017
 - November 29, 2017

24. Future agenda items:

- Holewinski discuss the \$117,000 for 2018 spent on road construction.

25. Public Comment:

- Stefonek requested committee members let him know by the next meeting if they plan to attend the WHCA Winter Conference.
- Tromp commented the flagger truck loaded with the appropriate signs would improve safety.

26. Motion: Cushing/Jensen to adjourn at 3:20 p.m. Motion passed unanimously.



Committee Chairperson



Committee Secretary