

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

November 29, 2017

Members Present: Scott Holewinski, Sonny Paszak and Ted Cushing.

Members Absent: Robb Jensen and Mike Timmons.

Also In Attendance: Bruce Stefonek/Commissioner, Lisa Jolin/Solid Waste, Lindsey Kennedy/LRES, Lisa Charbarneau/LRES and Evan Pretzer/Lakeland Times.

The following matters were taken up to wit:

Vice Chairperson Holewinski called the meeting to order at 8:00 a.m. noting the meeting was properly posted and the media notified.

1. **Approve amended agenda:** Motion: Cushing/Paszak to approve the amended agenda. All ayes; motion carried.
2. **Approve minutes:** Motion: Paszak/Cushing to approve the minutes of the November 9, 2017, Public Works/Solid Waste committee meeting. Motion: Holewinski/Cushing to approve the amended agenda Holewinski question commissioner on Par Mar billing issue. Holewinski stated the Par Mar bill was not included on the bills at the last meeting and would like this correction to be made. Holewinski would also like clarification on number 7 – “Jensen directed Stefonek to continue to document when a vehicle is taken home”. Holewinski would like Stefonek to supply the rest of the board with a copy of the documentation per county code. All ayes; motion carried.
3. **Vice Chairperson Announcements:** None

Solid Waste Department

4. **Solid Waste Staff Introduction-** No introduction as this topic was to be taken off agenda.
5. **General Business Discussion/Act:**
 - A. **Solid Waste vendor vouchers:**
Motion: Cushing/Holewinski to approve the Solid Waste vendor vouchers with the ~~Par-Mar~~ Per Mar bill added. All ayes; motion carried.
6. **Discussion/Act on Sanimax Contract:**
Jolin presents brief overview on Sanimax Contract. Motion: Cushing/Paszak to approve the Sanimax Contract provided it is signed by Chairperson Jensen. All ayes; motion carried.
7. **Discussion/Act on Glass Plus equipment removal:**
Motion: Cushing/Paszak ~~approve have solid waste supervisor consult with corporation counsel on proceeding with taking action against Glass plus due to their unwillingness to remove their equipment.~~ to direct the Solid Waste Director to work with Corporation Counsel to take action against Glass Plus regarding equipment removal. All ayes; motion carried.
8. **Solid Waste Report/Discussion**
 - **Update on 2018 Municipal Solid Waste (MSW) transport and disposal 2018 contract**
Jolin presents overview and issue was discussed with Corporation Counsel. ~~Motion: Paszak/Cushing to approve Solid Waste supervisor to proceed with obtaining quotes and proceeding with disposal. All ayes; motion carried.~~

- **Debris Management Training Report**
Jolin presented overview of the Debris Management Training that she attended and feels that the training was beneficial for her role with the county as ~~the solid waste supervisor~~ is also ~~the~~ noting the reason she went is because the Solid Waste Director or designee is the actual debris manager for Oneida County.

Highway Department

9. General Business Discussion/Act:

A. Highway Department vendor vouchers:

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

10. Discussion/Act on Highway Department Restructure of Management and Staff as related to the Assistant Patrol Superintendent Vacancy:

Charbarneau presents information on the vacancy. Brief discussion held on the roles/job duties of the new Assistant Patrol Superintendent positions. Concern brought up by Holewinski that the people designated to do this role will also be a coworker and fears that issues will not be reported the same as they would be by a supervisor. Assistant Patrol Superintendents are working supervisors and will routinely perform the work of Equipment Operators. Stefonek stated that this role will not be treated any differently than Assistant Patrol Superintendent Positions in regards to this issue and that there will be repercussion/disciplinary action taken if issues are not reported. The role will be assigned to the area with the highest need; The Assistant Patrol Superintendents will be supervising crews made up of both Mechanic/Equipment Operators and Equipment Operators. The number of each will depend on the job.

Charbarneau presents the fiscal benefits of this proposed restructure. Charbarneau stated that if the committee approves this position it will be taken to the LRES committee meeting next week then can be submitted to the county board for approval. Charbarneau stated that the issue is to keep a position open but if the position is not filled internally it will be posted externally and there is an issue of having 2 position down during snow plowing season which is a concern. Holewinski recommended filling all open position and feels that an internal employee will most likely want the position and if not that issue can be addressed at that time.

Holewinski states there is an issue with the call schedule and compensation as it relates to call. Brief discussion held. It was determined that the commissioner creates the call schedule and consults with LRES with related concerns. Holewinski brought up a concern that he feels that the schedule is unfair to the workers and that they are expected to be on call and that same standard is not held for the commissioner. The way the schedule is set up the commissioner has very little call time set up and Holewinski feels this is unfair to the person that takes the new position. It is proposed that the assistant patrol superintendents would be given a \$1 extra an hour to come in on call. All members recommended that the number be increased to \$2.

Motion: Paszak/Holewinski to approve the restructure of management and the changes as presented and send to LRES committee for approval. All ayes; motion carried.

11. Discussion/Act on DOT Culvert Pilot Program:

Stefonek presents background on the DOT Culvert Pilot Program. The program consists of marking locations of culverts by GPS and enter data on its specifications. The Pilot Program will be done with the State Superintendent, Ben Rich, on the state roads. The cost of the program is zero for the state roads but there will be a cost for the county roads. Motion: Cushing/Holewinski to approve commissioner to proceed with pilot program. All ayes; motion carried.

12. **Discussion/Act on 5-Year Highway Road Plan:**
Brief discussion held on the 5-Year Highway Road Plan. Addition state road aids; \$117,000 total available dollars extra GPA. \$2,284,533 available. Motion: Holewinski/Paszak to approve the 5-Year Highway Road Plan with moving #16 (Short B) to 2018 and commissioner to redo the sheet to reflect changes accurately. All ayes; motion carried.
13. **Discussion/Act on Review of Utility Pickup Trucks Quotes:**
Stefonek reviewed handout on the 2018 Pickup Truck quotes. Brief discussion held. All have 3 year/36,000 miles bumper to bumper warrantee. Brickner's Dodge of Merrill came back with the best prices. Brickner's Dodge also has the option to increase warrantee to 5 year/100,000 miles on power train for \$800 more. Motion: Paszak/Cushing to proceed with purchase through Brickner's for the pickup truck purchases, 2-2 wheel drives for flagging and 1 4-wheel drives, from the PBM account. All ayes; motion carried.
14. **Discussion/Act on Purchase of Security Camera Upgrade:**
Stefonek presented an overview on security cameras at the Highway Shop, stated that they have had to be sent in numerous time this year for repairs. It would cost \$2,450 to replace includes cameras, monitors and DVR. Currently all cameras are working. Motion: Cushing/Holewinski to approved security camera upgrade for the price for \$2,450 from Par Mar. Commissioner to determine which account to take the funds from. All ayes; motion carried.
15. **Discussion/Act on Waving Vacancy Review Period for Operator/Mechanic Position:**
Stefonek presented information on the Operator/Mechanic position. Stated that the last employee was dissatisfied with not being called in for overtime and walked out and didn't come back. Motion: Cushing/Holewinski recommended that the vacancy review period be waived and issue be send to LRES committee for review. All ayes; motion carried.
16. **Discussion/Act on Hiring of Consultant/LTE for implementation of CHEMSPRO:**
Stefonek presented information on the benefits of hiring a consultant to only work on CHEMSPRO (new cost accounting system). Motion: Cushing/Holewinski to approve the hiring of consultant to work on CHEMSPRO and length of employment to be determined by the commissioner. All ayes; motion carried.
17. **Discussion/Act on Estimates to Refurbish Highway Department Mack Trucks:**
Stefonek presents overview on current Mack Trucks. Brief discussion held. Commissioner recommends that there are a couple of the Mack Trucks that should be fixed up. Currently 8 Mack Trucks and Commissioner would like to have 2 refurbished in 2018. Motion: Cushing/Paszak to approve refurbishment of 2 Mack Trucks in 2018 and moneys to be taken from account to be determined. All ayes; motion carried.
18. **Closed Session:**
Motion: Cushing/Holewinski to go into closed session at 9:25 a.m. All ayes; motion carried.
19. **Committee Returned to open session:**
Motion: Holewinski/Cushing to return to open session at 9:L33 a.m. All ayes; motion carried.
Motion: Cushing/Paszak to hiring new equipment operator at grade level G step 2.
20. **Commissioner's Report/Discussion:**
 - **State Highway 8/47 Intersection:**
Stefonek presented information on status of intersection. There will be a Public Involvement meeting on December 12th, 2017 (location has not been determined yet). There are two proposals

for the Highways 8 and 47 intersections which are creating a roundabout or offsetting the turn lanes. In January 2018 the preferred option will be selected and there will be another Public Involvement meeting in February 2018 to announce what option has been selected.

21. Future meeting dates:

- December 14, 2017
- December 27, 2017
- January 11, 2018
- January 25, 2018

22. Future agenda items:

- Splitting Solid Waste From Highway into in standalone department
- Chip Seal
- Condition of equipment and future purchase plans for equipment

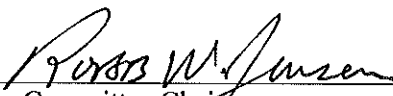
Motion by Holewinski/Cushing to put splitting Solid Waste from Highway into a standalone department and Chip Seal onto next meeting's agenda. All ayes; motion carried.

23. Public Comments:

None

24. Adjournment:

Motion: Cushing/Paszak to adjourn at 9:37 a.m. All ayes; motion passed.



Committee Chairperson



Committee Secretary