

## NOTICE OF MEETING

**COMMITTEE:** ONEIDA COUNTY PUBLIC WORKS & SOLID WASTE  
**PLACE:** ONEIDA COUNTY HIGHWAY DEPARTMENT  
730 W. KEMP STREET, RHINELANDER, WI  
**DATE:** THURSDAY, AUGUST 21, 2025 **TIME:** 8:00 AM

It is possible that a quorum of county board members will be at this meeting to gather information about a subject over which they have decision-making responsibility. This constitutes a meeting of the county board pursuant to State ex rel Badke v. Greendale Village Board, 173 Wis 2d 553, 494 n.w.2d 408 (1993), and must be noticed as such, although the county board will not take any formal actions at this meeting. There may be quorums of other County Board Committees present, although those committees will not take any formal action at this meeting.

### ALL AGENDA ITEMS ASSUMED TO BE DISCUSSION/DECISION ITEMS

#### AGENDA:

1. Call to order and Chairperson's announcements
2. Approve agenda
3. Approve minutes of the Public Works & Solid Waste Committee meeting held August 7, 2025
4. Public comments
5. Future meeting dates

#### SOLID WASTE DEPARTMENT

6. 2024 Year End Financial Statements
7. 2026 Budget Capital Improvement Projects
8. Compost Update
9. Solid Waste Report
10. Future Agenda Items

#### HIGHWAY DEPARTMENT

11. Approve Vendor Vouchers
12. Out of County Travel for Finance Technician and Shop Superintendent to WisDOT and CHEMS Annual Highway Training on October 1 & 2, 2025 in Stevens Point
13. Resolution to Convey Excess Highway Right-of-Way adjoining PE-221-1 & PE-221-4 along CTH G in the Town of Pelican; being part of Gov't Lot 1; Section 17, T36N-R9E.
14. Review and Award Sand Bids for Salt/Sand Production
15. Approve Right of Way Acquisition Contract for CTH C Bridge Project
16. Switching Truck GPS System from Precise to Samsara
17. Review and Approve Blade Quotes
18. Creating Material Bin(s) for Citizen Use
19. Sale of Equipment
20. Equipment Updates
21. Complaint Status Report
22. Commissioner's Report
23. Future agenda items
24. Public comments
25. Adjourn

#### NOTICE OF POSTING

TIME: 4:00 PM

DATE: 8/19/2025

PLACE: COURTHOUSE/HIGHWAY/SOLID WASTE

#### TED CUSHING, CHAIRMAN

Notice posted by Dan Gleason, Highway Department. Information on a specific agenda item may be obtained by contacting the highway department at (715) 369-6184.

#### NEWS MEDIA NOTIFIED BY FAX/EMAIL/MAIL

DATE: 8/19/2025

TIME: 4:00 PM

Northwoods River News

Lakeland Times

North Star Journal

Tomahawk Leader

WHDG Radio Station

WJFW Channel 12

WXPR Radio Station

WRJO Radio Station

Vilas County News Review

WHDG Radio

WCYE Radio

WSAW Channel 7

Notice is hereby further given that pursuant to the Americans with Disabilities Act reasonable accommodations will be provided for qualified individuals with disabilities upon request. Please call Dan Gleason (715) 369-6184 with specific information on your request allowing adequate time to respond to your request.

#### GENERAL REQUIREMENTS:

1. Must be held in a location which is reasonably accessible to the public.
2. Must be open to all members of the public unless the law specifically provides otherwise.

#### NOTICE REQUIREMENTS:

1. In addition to any requirements set forth below, notice must also be in compliance with any other specific statute.
2. Chief presiding officer or his/her designee must give notice to the official newspaper and to any members of the news media likely to give notice to the public.

#### MANNER OF NOTICE:

Date, time, place and subject matter, including subject matter to be considered in a closed session, must be provided in a manner and form reasonably likely to apprise members of the public and news media.

#### TIME FOR NOTICE:

1. Normally, a minimum of 24 hours prior to the commencement of the meeting.
2. No less than 2 hours prior to the meeting if the presiding officer establishes there is good cause that such notice is impossible or impractical.
3. Separate notice for each meeting of the governmental body must be given.

#### EXEMPTIONS FOR COMMITTEES & SUBUNITS

Legally constituted sub-units of a parent governmental body may conduct a meeting during the recess or immediately after the lawful setting to act or deliberate upon the subject which was the subject of the meeting, provided the presiding officer publicly announces the time, place and subject matter of the sub-unit meeting in advance of the meeting of the parent governmental body.

#### PROCEDURE FOR GOING INTO CLOSED SESSION:

1. Motion must be made, seconded and carried by roll call majority vote and recorded in the minutes.
2. If motion is carried, chief presiding officer must advise those attending the meeting of the nature of the business to be conducted in the closed session, and the specific statutory exemption under which the closed session is authorized.

#### SYNOPSIS OF STATUTORY EXEMPTIONS UNDER WHICH CLOSED SESSIONS ARE PERMITTED:

1. Concerning a case which was the subject of Judicial or quasi-judicial trial before this governmental body Sec. 19.85(1)(a)
2. Considering dismissal, demotion or discipline of any public employee or the investigation of charges against such person and the taking of formal action on any such matter; provided that the person is given actual notice of any evidentiary hearing which may be held prior to final action being taken and of any meeting at which final action is taken. The person under consideration must be advised of his/her right that the evidentiary hearing be held in open session and the notice of the meeting must state the same. Sec. 19.85(1)(b).
3. Considering employment, promotion, compensation or performance evaluation data of any public employee over which this body has jurisdiction or responsibility. Sec. 19.85(1)(c).
4. Considering strategy for crime detection or prevention. Sec. 19.85(1)(d).
5. Deliberating or negotiating the purchase of public properties, the investing of public funds, or conducting other specified public business whenever competitive or bargaining reasons require a closed session. Sec. 19.85(1)(e).
6. 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. Sec. 19.85(1)(f), except where paragraph 2 applies.
7. Conferring with legal counsel concerning strategy to be adopted by the governmental body with respect to litigation in which it is or is likely to become involved. Sec. 19.85(1)(g).
8. Considering a request for advice from any applicable ethics board. Sec. 19.85(1)(h).

#### PLEASE REFER TO CURRENT STATUTE SECTION 19.85 FOR FULL TEXT

#### CLOSED SESSION RESTRICTIONS:

1. Must convene in open session before going into closed session.
2. May not convene in open session, then convene in closed session and thereafter reconvene in open session within twelve hours unless proper notice of this sequence was given at

the same time and in the same manner as the original open meeting.

3. Final approval or ratification of a collective bargaining agreement may not be given in closed session.

4. No business may be taken up at any closed session except that which relates to matters contained in the chief presiding officer's announcement of the closed session.
5. In order for a meeting to be closed under Section 19.85(1)(f) at least one committee member would have to have actual knowledge of information which he or she reasonably believes would be likely to have a substantial adverse effect upon the reputation involved and there must be a probability that such information would be divulged. Thereafter, only that portion of the meeting where such information would be discussed can be closed. The balance of that agenda item must be held in open session.

#### BALLOTS, VOTES AND RECORDS:

1. Secret ballot is not permitted except for the election of officers of the body or unless otherwise permitted by specific statutes.
2. Except as permitted above, any member may require that the vote of each member be ascertained and recorded.
3. Motions and roll call votes must be preserved in the record and be available for public inspection.

#### USE OF RECORDING EQUIPMENT:

The meeting may be recorded, filmed, or photographed, provided that it does not interfere with the conduct of the meeting or the rights of the participants.

#### LEGAL INTERPRETATION:

1. The Wisconsin Attorney General will give advice concerning the applicability or clarification of the Open Meeting Law upon request.
2. The municipal attorney will give advice concerning the applicability or clarification of the Open Meeting Law upon request.

#### PENALTY:

Upon conviction, any member of a governmental body who knowingly attends a meeting held in violation of Subchapter IV, Chapter 19, Wisconsin Statutes, or who otherwise violates the said law shall be subject to forfeiture of not less than \$25.00 nor more than \$300.00 for each violation.

Prepared by Oneida County Corporation Counsel Office – 5/16/96

# ONEIDA COUNTY PUBLIC WORKS & SOLID WASTE COMMITTEE MEETING MINUTES

Oneida County Highway Department Conference Room  
Thursday, August 7, 2025 8:00 a.m.

Attendance:	Present	Excused	Absent
Ted Cushing	X		
Bob Almekinder	X		
Billy Fried	X		
Dan Hess	X		
Robb Jensen	X		

**Present:** Lisa Bauknecht/Solid Waste Director, Alex Hegeman/Highway Commissioner, Dan Gleason/Highway, Jennifer Lueneburg/Human Resources Director, Ruben Nitzel/Solid Waste, Larry Bauknecht/Solid Waste and Scott Holewinski/County Board Chair

## 1. Call to order and Chairperson's announcements

Committee Chair Ted Cushing called the Public Works and Solid Waste Committee meeting to order at 8:00 a.m. noting the meeting was ADA accessible and posted according to Wisconsin open meetings laws.

## 2. Approve agenda

Motion by Jensen/Almekinder to approve the agenda as presented. Motion carried.

## 3. Approve minutes of the Public Works & Solid Waste Committee meeting held July 24, 2025

Motion by Almekinder/Jensen to approve the minutes. Motion carried.

## 4. Public comments

None

## 5. Future Meeting Dates:

- August 21, 2025
- September 4, 2025
- September 18, 2025

## 6. July Monthly Vendor Voucher and Budget to Actual Report

Cushing noted the committee reviewed the reports.

## 7. 2<sup>ND</sup> Quarter Worker's Compensation Report

Bauknecht presented the report for review by the committee.

## 8. Restructure and Reclassify Positions

Bauknecht introduced Ruben Nitzel and Larry Bauknecht to the committee highlighting their contributions to the success of the department.

Lueneburg explained the request was to eliminate the vacant supervisor position and reclassify two technicians from grade level G to operators at grade level H if they have a CDL or grade level G without a CDL. Lueneburg noted the resolution was written to provide the option to reclassify one of the three technician positions as an Operator at grade level H and then promote to a lead position at grade level I if warranted. Lueneburg explained the changes were necessary in order to recruit and retain talent noting they felt the positions were previously reclassified incorrectly.

Jolin noted the executive committee approved the resolution contingent upon this committee's approval.

Motion by Fried/Hess to approve the Solid Waste reorganization as presented. Motion carried.

#### **9. 2026 Staffing Requests**

Bauknecht reported the number of seasonal LTE's requested was the same as the previous year but some of the hours were increased.

Motion by Jensen/Hess to approve the 2026 staffing request for the Oneida County Solid Waste department as presented. Motion carried. Fried not present.

#### **10. DNR Notice of Noncompliance**

Bauknecht reported the notice of noncompliance was because some of the reports for fiber cake were a day or so late and the TKN was too high. Bauknecht noted a response was in process and it would be resolved.

#### **11. Fee Schedule**

Bauknecht reported she would like the new fee schedule to begin on October 1. Bauknecht added she would like to begin charging \$5 per bag for mixed recycling due to the current market and recommended making the minimums the same to encourage correct use of the demo site rather than dumping building materials in transfer.

Fried expressed concern that some people might just include recyclables with their trash if they charged for recycling.

Bauknecht commented most transfer stations charge and some haulers have complained because they have to pay to dump their recycling.

Jensen commented \$5 per bag might be too much noting they would need to move and monitor recycling dumpsters.

Hess recommended not charging for the next year and then revisit.

Motion by Fried/Hess to approve the fee schedule amending it to maintain public recycling free and adopt all other changes as presented. Motion carried.

#### **12. Compost Update**

Bauknecht reported the material was tested but did not have the results yet.

#### **13. Solid Waste Report**

Bauknecht reported staffing was the biggest issue noting they are focusing on transfer and recycling with 100 tons going out weekly. Bauknecht confirmed the department was currently short two FTE and two LTE positions thanking the committee for approving the reorganization noting it would be a big help.

#### **14. Future Agenda Items**

- Compost update

#### **15. Approve Vendor Vouchers**

Motion by Jensen/Almekinder to approve the vendor vouchers as presented. Motion carried.

#### **16. Budget to Actual and Invoices Paid Reports**

Cushing noted receipt of the reports.

#### **17. 2<sup>nd</sup> Quarter Workers Comp Report**

Hegeman explained outside of the claim that carried forward from the previous year there was nothing too serious.

#### **18. Highway Facility Upgrades**

##### **A. Approve Proposal for Scope Development**

Hegeman reported following their review of the RFP for the electrical upgrades, corporation counsel recommended bringing in someone to tell them what was needed, to figure out any technicalities and help draft the RFP to bring a consultant on board for both the electrical and shop drains. Hegeman reported that he asked Kraus-Anderson for a proposal to help define the scope of the projects and help draft the RFP documents. Hegeman reported since he was not an electrician he did not know what was needed in the RFP noting this would put together the technical information in the RFP so the consultant could accurately give a cost estimate of both the electrical and shop drain projects.

Motion by Jensen/Hess to approve the proposal for scope development and RFP documentation for the Oneida County Highway Department electrical and drains as presented with department funding.

Hegeman confirmed the first step was scope development and drafting of the RFP document to hire a consultant to do the design of the projects and then develop the bid package. Hegeman estimated the cost for design would be \$40K to \$50K for each project.

Almekinder commented since the design would not be complete, the CIP would include the original estimates rather than waiting until the following year. Almekinder recommended including fire suppression system so the three major systems would be completed the following year.

Holewinski recommended asking for the \$1.4 million as estimated so the three projects would be completed the following year.

Motion by Jensen/Hess to add the fire suppression project. Motion to amend the original motion carried. Amended motion carried.

##### **B. Approve Proposal for Cost Re-Estimation of 2015 Conceptual Designs**

Hegeman reported he requested the proposal to update the report because the cost re-estimation was discussed at the previous meeting.

Almekinder questioned if they were moving forward with the recommended repairs to the building or just going to argue about a new building.

Jensen commented this was to compare the two options and the costs of making the current site more functional making the site viable for the next thirty to forty years.

Hess commented for \$3,100 he felt this would give the board all they need to make a decision based on current numbers.

Fried expressed concern even though the cost was only \$3,100 there might be confusion that this committee was going outside of the direction of executive committee. Fried commented when he sits at committee he is told there are good bones and there is not the money to do the state of the art facility right now so put the money into the current facility in order to make it last for twenty years.

Jensen commented he did not feel they were getting information and the five people present were making assumptions for twenty-one. Jensen commented he wanted to know if they were investing into a site and building that were worth the investment.

Fried commented the committee made that determination.

Jensen commented there were those that have questioned why they were investing into the facility to that extent noting the County Board wanted specific numbers to come back for all three options. Jensen questioned if they were putting money into something that would not last noting he would support asking for the \$10.4 as long as they had the support of three-quarters of the County Board. Jensen commented by using the general fund they avoid asking if they want to invest in the current facility.

Fried commented he was operating under the assumption there has been an assessment and there were good bones so move forward as directed by the executive committee and develop a three to four year plan to make it last twenty more years. Fried commented maybe the County Board would instruct the committee to update the Barrientos study but he thought that should come from the twenty-one, not the committee.

Hess commented he felt it would be good to have the updated numbers before going to County Board so they have the right information to make a decision.

Fried agreed he was fine with it as a source of information but he did not want go to the next step of site development noting he felt they were committed to developing a four year plan.

Cushing commented at the last meeting they decided they should proceed with the electrical on so on and why not find out what the new Barrientos numbers might be.

Cushing commented they need to know if there was adequate space or if a pond would be necessary noting they would then have the information to make a halfway decent decision.

Almekinder noted he was in agreement.

Jensen commented he did not know they were storing department items on railroad property adding if they want to install a fence they would need to move those items.

Jensen noted if a retention pond was needed it would not cost much to do borings to determine its location.

Holewinski commented the brine building was not part of the Barrientos design and it changes the space needs. Holewinski commented if they want a space needs study the committee should stop what they were doing and go back another year rather doing the improvements. Holewinski questioned spending \$15,000 for another space needs when they already have Barrientos. Holewinski commented he knows the space needs will say they need to build a brand new building but did not think that would get through the County Board. Holewinski suggested maybe asking the County Board for direction at the next meeting.

Jensen commented they need more information to make a decision adding there were concerns about the building prior to 2015.

Holewinski commented Almekinder's idea to add the garage doors to the mechanics area that will fix the problem of the larger trucks entering and exiting the shop were not part of the Barrientos plan. Holewinski noted things had changed in ten years questioning if they could continue using the Barrientos plan.

Jensen commented it was a starting point and a good thing to do for option b.

Holewinski confirmed the cost was \$3,300 and they were not talking about another space needs study.

Almekinder commented he was ok with A and B but against C.

Motion by Hess/Fried to approve 18. B. as presented. Motion carried.

### **C. Approve Proposal for Space Needs Study**

Motion by Hess/Almekinder to not approve item 18. C. as presented. Motion carried.

Jensen opposed.

## **19. 2026 Budget Request for CTH D Boat Landing Maintenance**

Holewinski commented the landing was in need of a new launch ramp because power loading of boats which creates a hole. Holewinski commented the only fix was to extend the launch by adding another ramp noting WVIC offers a matching grant.

Hegeman explained this request was for funding for maintenance fixing potholes or removing downed trees questioning if the committee wanted those cost coming out of the road maintenance budget.

Hegeman questioned if the committee felt there should be a line item with an increase to the budget for maintenance activities.

Fried agreed with separating the account and asking for funding if needed, however, he felt the maintenance should be offset by implementing the launching fee.

Hess agreed but suggested starting the account with \$10,000 with the revenue going into that account.

Almekinder noted the funding could be adjusted based upon the revenue generated.

## **20. Equipment Updates**

Hegeman reported:

- The new loader and conveyor were both set up and ready to go
- Truck Equipment started working on two of the five chassis
- The two trucks, the roller, culverts and a stack of logs were on the auction site noting more equipment would be brought back to the next meeting for approval to sell

## **21. Complaint Status Report**

Hegeman reported:

- There was a large pothole on CTH G that was now covered by the gravel lift
- There were some complaints of high grass but the mowers are out doing their best to get to everything

## **22. Commissioner's Report**

Hegeman reported:

- The crew was working on mill and fill and culverts the previous week

- The gravel lift started earlier that week for CTH G and CTH Q
- Northeast started pulverizing on the previous Tuesday with plans to begin paving the following Thursday
- They were looking at renting a shouldering attachment to test when shouldering CTH G and CTH Q
- The crew went through a chainsaw training refresher the previous week
- He toured the CTH L Project and the bridge was on schedule noting he planned on attending the weekly progress meetings

**Future Agenda Items**

- CTH B Storm Sewer

**23. Public comments**

None

**24. Adjourn**

Meeting adjourned at 9:20 a.m.

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Committee Chairman

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Committee Secretary

AGENDA



ONEIDA COUNTY  
BALANCE SHEET  
DECEMBER 31, 2024

FUND 601 - SOLID WASTE FUND

<u>ASSETS</u>		
<u>TREASURER'S WORKING CASH</u>		
601.111100	TREASURER'S CASH	1,049,129.85
	TOTAL - TREASURER'S WORKING CASH	1,049,129.85
<u>PETTY CASH &amp; CHANGE FUND A</u>		
601.118601	PETTY CASH-LANDFILL	700.00
	TOTAL - PETTY CASH & CHANGE FUND A	700.00
<u>DEPOSITS WITH FISCAL AGENT</u>		
601.119601	CASH DEPOSITS-LONG TERM CARE	1,116,823.98
601.119603	CASH DEPOSITS-DEMO LTC	110,565.18
	TOTAL - DEPOSITS WITH FISCAL AGENT	1,227,389.16
<u>RECEIVABLES FOR GOODS &amp; SV</u>		
601.131100	ACCOUNTS RECEIVABLE	115,324.01
	TOTAL - RECEIVABLES FOR GOODS & SV	115,324.01
<u>PREPAID EXPENDITURES/EXPEN</u>		
601.162200	PREPAID EXPENSES	6,219.67
	TOTAL - PREPAID EXPENDITURES/EXPEN	6,219.67
<u>BUILDINGS</u>		
601.183100	BUILDINGS	1,555,646.96
601.183900	ACCUMULATED DEPRECIATION	( 594,837.67)
	TOTAL - BUILDINGS	960,809.29
<u>IMPRVMNT OTHER THAN BUILDI</u>		
601.184100	IMPRVMNT OTHER THAN BUILDING	2,284,302.44
601.184900	ACCUM DEPN-IMPRVMNT OTHER	( 1,485,358.51)
	TOTAL - IMPRVMNT OTHER THAN BUILDI	798,943.93
<u>MACHINERY AND EQUIPMENT</u>		
601.185100	MACHINERY AND EQUIPMENT	1,758,031.46
601.185900	ACCUM DEPN-MACHINERY & EQUIP	( 1,308,273.00)
	TOTAL - MACHINERY AND EQUIPMENT	449,758.46

**ONEIDA COUNTY**  
**BALANCE SHEET**  
**DECEMBER 31, 2024**

**FUND 601 - SOLID WASTE FUND**

OTHER ASSETS

601.189100	NET PENSION ASSET	.15
601.189120	DEF OUTFLOW-WRS	212,734.59
601.189130	DEF OUTFLOW-WRLRI	9,359.00
601.189140	DEF OUTFLOW-OPEB	9,728.00

TOTAL - OTHER ASSETS	231,821.74
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TOTAL ASSETS

4,840,096.11

LIABILITIES AND EQUITY

LIABILITIES

ACCOUNTS PAYABLE

601.211100	ACCOUNTS PAYABLE	( 206,327.65)
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TOTAL - ACCOUNTS PAYABLE	( 206,327.65)
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ACCRUED WAGES PAYABLE

601.217100	ACCRUED WAGES PAYABLE	( 11,506.42)
601.217200	ACCRUED BENEFITS PAYABLE	( 1,542.27)

TOTAL - ACCRUED WAGES PAYABLE	( 13,048.69)
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UNUSED VESTED EMPLOYEE BEN

601.218100	UNUSED VESTED EMPLOYEE BEN	( 26,649.00)
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TOTAL - UNUSED VESTED EMPLOYEE BEN	( 26,649.00)
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DUE TO THE GENERAL FUND

601.251101	DUE TO THE GENERAL FUND	( 41,375.09)
601.251102	DUE TO GENERAL FUND OVER	( 601,173.89)

TOTAL - DUE TO THE GENERAL FUND	( 642,548.98)
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BALANCE SHEET 264

601.264900	DEF INFLOW-WRS	( 126,926.26)
601.264910	DEF INFLOW-WRLRI	( 10,598.00)
601.264920	DEF INFLOW-OPEB	( 769.00)

TOTAL - BALANCE SHEET 264	( 138,293.26)
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ONEIDA COUNTY  
BALANCE SHEET  
DECEMBER 31, 2024

FUND 601 - SOLID WASTE FUND

<u>OTHER LIABILITIES</u>		
601.265100	NET PENSION LIABILITY	7,946.00
601.265110	NET WLRLI LIABILITY	( 29,787.00)
601.265111	NET PENSION LIABILITY	( 23,699.00)
TOTAL - OTHER LIABILITIES		( 45,540.00)
<u>GENERAL OBLIGATION DEBT</u>		
601.291350	POSTCLOSURE CARE COST LIABILITY	( 1,227,389.16)
TOTAL - GENERAL OBLIGATION DEBT		( 1,227,389.16)
<u>LIABILITY FOR EMPLOYEE BEN</u>		
601.296990	ACCRUED EMPLOYEE BENEFITS	( 33,916.00)
601.296995	OPEB LIABILITY	( 13,390.00)
TOTAL - LIABILITY FOR EMPLOYEE BEN		( 47,306.00)
TOTAL LIABILITIES		( 2,347,102.76)
<u>FUND EQUITY</u>		
<u>INVEST UNDESIGNATED SOURCE</u>		
601.329600	INVEST IN LANDFILL ASSETS	( 2,209,511.68)
TOTAL - INVEST UNDESIGNATED SOURCE		( 2,209,511.68)
<u>RESERVED FUND BALANCES</u>		
601.341601	FUND BAL-SOLID WASTE OPER EX	1,073,807.52
601.341615	FUND BAL-EXT LONG TERM CARE	( 1,227,389.16)
TOTAL - RESERVED FUND BALANCES		( 2,363,093.32)
REVENUES OVER EXPENDITURES - YTD		( 129,900.03)
TOTAL FUND EQUITY		( 2,492,993.35)
TOTAL LIABILITIES & EQUITY		( 4,840,096.11)

ONEIDA COUNTY  
REVENUES WITH COMPARISON TO BUDGET  
FOR THE 12 MONTHS ENDING DECEMBER 31, 2024

SOLID WASTE FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>SOLID WASTE</u>						
<u>SOLID WASTE WAGES &amp; ALLOCAT</u>						
601.56.53600.511101	SALARIES-PERM EMPLOYEE	82,156.13	82,156.13	82,156.00	(.13)	100.0
601.56.53600.511102	WAGES-PERM EMPLOYEE	248,824.38	248,824.38	249,827.00	1,002.62	99.6
601.56.53600.511103	OVERTIME WAGES	785.19	785.19	2,250.00	1,464.81	34.9
601.56.53600.511105	WAGES-LIMITED TERM EMPLOYEE	32,031.21	32,031.21	41,320.00	9,288.79	77.5
601.56.53600.511205	HOLIDAY WORKED PAY	870.49	870.49	870.00	(.49)	100.1
601.56.53600.512001	SOCIAL SECURITY	27,266.70	27,266.70	28,530.00	1,263.30	95.6
601.56.53600.512002	RETIREMENT-EMPLOYER'S SHARE	24,085.43	24,085.43	24,170.00	84.57	99.7
601.56.53600.512004	HEALTH/DENTAL INSURANCE	49,492.45	49,492.45	63,485.00	13,972.55	78.0
601.56.53600.512005	LIFE INSURANCE	1,347.69	1,347.69	1,482.00	134.31	90.9
601.56.53600.512006	WORKER'S COMPENSATION	4,951.78	4,951.78	6,890.00	2,038.22	70.8
601.56.53600.512011	CLOTHING AND UNIFORMS	100.00	100.00	100.00	.00	100.0
601.56.53600.512017	RETIREE HEALTH INSURANCE	.00	.00	8,364.00	8,364.00	.0
601.56.53600.512018	CASH IN LIEU OF HEALTH INS	3,200.00	3,200.00	6,000.00	2,800.00	53.3
601.56.53600.513001	COST ALLOC-WAGES & FRINGES	( 478,602.61)	( 478,602.61)	( 515,624.00)	( 37,021.39)	( 92.8)
601.56.53600.531302	EMPLOYEE AUTO ALLOWANCE	( 198.96)	( 198.96)	.00	198.96	.0
TOTAL EXPENDITURES - SOLID WASTE WAGES &		( 3,590.12)	( 3,590.12)	.00	3,590.12	.0
TOTAL - SOLID WASTE WAGES & ALLOCAT		( 3,590.12)	( 3,590.12)	.00	3,590.12	.0
<u>SOLID WASTE OVERHEAD</u>						
601.56.53630.464101	PUBLIC CHGES-SW NON-SCALE RE	( 2,484.68)	( 2,484.68)	.00	2,484.68	.0
601.56.53630.481100	INTEREST EARNED	( 40,000.00)	( 40,000.00)	( 48,746.00)	( 8,746.00)	( 82.1)
601.56.53630.483100	SALE OF FIXED ASSETS	( 6,600.00)	( 6,600.00)	( 6,600.00)	.00	(100.0)
601.56.53630.484100	INSURANCE RECOVERIES	( 94,888.65)	( 94,888.65)	( 94,889.00)	(.35)	(100.0)
601.56.53630.489100	MISCELLANEOUS REVENUES	.00	.00	( 37,170.00)	( 37,170.00)	.0
TOTAL REVENUES - SOLID WASTE OVERHEAD		( 143,973.33)	( 143,973.33)	( 187,405.00)	( 43,431.67)	( 76.8)

ONEIDA COUNTY  
REVENUES WITH COMPARISON TO BUDGET  
FOR THE 12 MONTHS ENDING DECEMBER 31, 2024

SOLID WASTE FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
601.56.53630.511208	ACCRUED COMPENSATED ABSENCES	17,509.00	17,509.00	.00 (	17,509.00) .0
601.56.53630.511301	COMMITTEE PER DIEM	876.01	876.01	2,302.00	1,425.99 38.1
601.56.53630.512001	SOCIAL SECURITY	116.67	116.67	92.00 (	24.67) 126.8
601.56.53630.512006	WORKER'S COMPENSATION	1.70	1.70	.00 (	1.70) .0
601.56.53630.512008	UNEMPLOYMENT COMPENSATION	1,821.28	1,821.28	1,821.00 (	.28) 100.0
601.56.53630.512010	SAFETY PROGRAM	127.62	127.62	128.00	.38 99.7
601.56.53630.512500	PENSION-LI-OPEB EXPENSE	( 9,912.00)	( 9,912.00)	.00	9,912.00 .0
601.56.53630.513001	COST ALLOC-WAGES & FRINGES	122,944.66	122,944.66	128,942.00	5,997.34 95.4
601.56.53630.521901	OTHER PROFESSIONAL SERVICES	16,956.69	16,956.69	21,068.00	4,111.31 80.5
601.56.53630.522002	ELECTRIC	4,708.24	4,708.24	5,324.00	615.76 88.4
601.56.53630.522004	PROPANE	1,005.52	1,005.52	1,006.00	.48 100.0
601.56.53630.522005	TELEPHONE AND FAX	4,993.53	4,993.53	4,994.00	.47 100.0
601.56.53630.523102	SNOW REMOVAL	462.33	462.33	462.00 (	.33) 100.1
601.56.53630.523103	REPAIR AND MAINT-STREETS	1,454.23	1,454.23	1,454.00 (	.23) 100.0
601.56.53630.523208	BUILDINGS MAINTENANCE	17,248.43	17,248.43	19,688.00	2,439.57 87.6
601.56.53630.531101	POSTAGE AND BOX RENT	1,148.02	1,148.02	1,148.00 (	.02) 100.0
601.56.53630.531103	CENTRAL PURCHASING	2,119.89	2,119.89	2,199.00	79.11 96.4
601.56.53630.531201	PUBLICATION OF LEGAL NOTICES	1,046.56	1,046.56	1,047.00	.44 100.0
601.56.53630.531203	MEMBERSHIP DUES	290.00	290.00	300.00	10.00 96.7
601.56.53630.531204	ADVERTISING	194.86	194.86	240.00	45.14 81.2
601.56.53630.531205	LICENSE FEES	595.00	595.00	1,000.00	405.00 59.5
601.56.53630.531301	TRAINING/CONFERENCE FEES	.00	.00	350.00	350.00 .0
601.56.53630.531302	EMPLOYEE AUTO ALLOWANCE	3,265.68	3,265.68	3,266.00	.32 100.0
601.56.53630.531305	MEALS LODGING & MISC TRAVEL	.00	.00	275.00	275.00 .0
601.56.53630.531404	HOUSEHOLD & JANITORIAL SUP	899.69	899.69	1,000.00	100.31 90.0
601.56.53630.531501	GASOLINE MOTOR OIL ETC	1,812.35	1,812.35	1,812.00 (	.35) 100.0
601.56.53630.531503	MACHINERY & EQUIPMENT PARTS	14,449.48	14,449.48	14,449.00 (	.48) 100.0
601.56.53630.531506	CONSUMABLE TOOLS	700.20	700.20	848.00	147.80 82.6
601.56.53630.531751	INS ON BUILDINGS & CONTENTS	4,753.24	4,753.24	4,753.00 (	.24) 100.0
601.56.53630.531753	PUBLIC LIABILITY	1,684.47	1,684.47	1,684.00 (	.47) 100.0
601.56.53630.531757	AUTO LIABILITY PREMIUM	12,757.07	12,757.07	12,757.00 (	.07) 100.0
601.56.53630.531791	PROVISION FOR DEPRECIATION	155,617.36	155,617.36	.00 (	155,617.36) .0
601.56.53630.531901	OTHER SUPPLIES & EXPENSES	83,003.02	83,003.02	83,003.00 (	.02) 100.0
601.56.53630.571002	NOTES PRINCIPAL	.00	.00	40,170.00	40,170.00 .0
601.56.53630.572004	STATE TRUST FUND INTEREST	34,777.04	34,777.04	34,777.00 (	.04) 100.0
601.56.53630.699102	BUILDINGS	8,465.46	8,465.46	.00 (	8,465.46) .0
601.56.53630.699605	EQUIPMENT-GENERAL TOOLS	19,995.00	19,995.00	.00 (	19,995.00) .0
601.56.53630.699606	EQUIPMENT-OFFICE	1,042.47	1,042.47	1,042.00 (	.47) 100.1
TOTAL EXPENDITURES - SOLID WASTE OVERHEA		528,930.77	528,930.77	393,401.00 (	135,529.77) 134.5
TOTAL - SOLID WASTE OVERHEAD		384,957.44	384,957.44	205,996.00 (	178,961.44) 186.9
SOURCE SEPERATED COMPOSTING					
601.56.53632.464100	PUBLIC CHGS-SW SCALE REVENUE	( 57,968.99)	( 57,968.99)	( 65,000.00)	( 7,031.01) ( 89.2)
TOTAL REVENUES - SOURCE SEPERATED COMPO		( 57,968.99)	( 57,968.99)	( 65,000.00)	( 7,031.01) ( 89.2)

ONEIDA COUNTY  
REVENUES WITH COMPARISON TO BUDGET  
FOR THE 12 MONTHS ENDING DECEMBER 31, 2024

SOLID WASTE FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PONT
601.56.53632.513001 COST ALLOC-WAGES & FRINGES	11,437.12	11,437.12	18,036.00	6,598.88	63.4
601.56.53632.521901 OTHER PROFESSIONAL SERVICES	5,317.49	5,317.49	5,317.00	.49	100.0
601.56.53632.521920 SOIL AND WATER TESTING	3,173.93	3,173.93	3,174.00	.07	100.0
601.56.53632.522002 ELECTRIC	750.56	750.56	750.00	.56	100.1
601.56.53632.523213 HEAVY MACHINERY OPERATIONS	14,071.63	14,071.63	14,072.00	.37	100.0
601.56.53632.531205 LICENSE FEES	130.00	130.00	130.00	.00	100.0
601.56.53632.531501 GASOLINE MOTOR OIL ETC	1,728.32	1,728.32	1,728.00	.32	100.0
601.56.53632.531503 MACHINERY & EQUIPMENT PARTS	4,682.25	4,682.25	4,682.00	.25	100.0
601.56.53632.531901 OTHER SUPPLIES & EXPENSES	5,201.43	5,201.43	5,201.00	.43	100.0
TOTAL EXPENDITURES - SOURCE SEPERATED CO	46,492.73	46,492.73	53,090.00	6,597.27	87.6
TOTAL - SOURCE SEPERATED COMPOSTING	( 11,476.26)	( 11,476.26)	( 11,910.00)	( 433.74)	( 96.4)
DATCP HAZ WASTE-AGRICULTURA					
601.56.53634.435405 STATE AID-DATCP HAZ WASTE	.00	.00	( 20,000.00)	20,000.00	.0
601.56.53634.464100 PUBLIC CHGS-SW SCALE REVENUE	( 102,565.61)	( 102,565.61)	( 85,000.00)	17,565.61	(120.7)
TOTAL REVENUES - DATCP HAZ WASTE-AGRICUL	( 102,565.61)	( 102,565.61)	( 105,000.00)	( 2,434.39)	( 97.7)
601.56.53634.512010 SAFETY PROGRAM	138.79	138.79	150.00	11.21	92.5
601.56.53634.513001 COST ALLOC-WAGES & FRINGES	30,912.56	30,912.56	33,397.00	2,484.44	92.6
601.56.53634.521901 OTHER PROFESSIONAL SERVICES	26,206.99	26,206.99	30,000.00	3,793.01	87.4
601.56.53634.522002 ELECTRIC	1,020.78	1,020.78	1,350.00	329.22	75.6
601.56.53634.522004 PROPANE	1,999.61	1,999.61	2,922.00	922.39	68.4
601.56.53634.523319 RECYCLING	2,327.95	2,327.95	2,328.00	.05	100.0
601.56.53634.531204 ADVERTISING	3,348.00	3,348.00	3,500.00	152.00	95.7
601.56.53634.531901 OTHER SUPPLIES & EXPENSES	1,499.02	1,499.02	1,500.00	.98	99.9
TOTAL EXPENDITURES - DATCP HAZ WASTE-AGRI	67,453.70	67,453.70	75,147.00	7,693.30	89.8
TOTAL - DATCP HAZ WASTE-AGRICULTURA	( 35,111.91)	( 35,111.91)	( 29,853.00)	5,258.91	(117.6)
SOLID WASTE LONG TERM CARE					
601.56.53635.435903 RELEASE OF ESCROW FUNDS	.00	.00	( 30,000.00)	30,000.00	.0
TOTAL REVENUES - SOLID WASTE LONG TERM CA	.00	.00	( 30,000.00)	30,000.00	.0
601.56.53635.513001 COST ALLOC-WAGES & FRINGES	21,187.33	21,187.33	21,518.00	330.67	98.5
601.56.53635.521901 OTHER PROFESSIONAL SERVICES	7,721.17	7,721.17	11,494.00	3,772.83	67.2
601.56.53635.521920 SOIL AND WATER TESTING	13,227.90	13,227.90	13,228.00	.10	100.0
601.56.53635.522002 ELECTRIC	2,322.30	2,322.30	3,500.00	1,177.70	66.4
601.56.53635.522004 PROPANE	.00	.00	500.00	500.00	.0
601.56.53635.523211 LANDFILL MAINTENANCE	920.00	920.00	1,000.00	80.00	92.0
601.56.53635.523212 LEACHATE MAINTENANCE	22,842.50	22,842.50	22,843.00	.50	100.0
601.56.53635.531205 LICENSE FEES	.00	.00	350.00	350.00	.0
601.56.53635.531503 MACHINERY & EQUIPMENT PARTS	145.45	145.45	526.00	380.55	27.7
601.56.53635.531901 OTHER SUPPLIES & EXPENSES	3,408.81	3,408.81	3,409.00	.19	100.0
TOTAL EXPENDITURES - SOLID WASTE LONG TER	71,775.46	71,775.46	78,368.00	6,592.54	91.6

ONEIDA COUNTY  
REVENUES WITH COMPARISON TO BUDGET  
FOR THE 12 MONTHS ENDING DECEMBER 31, 2024

SOLID WASTE FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
TOTAL - SOLID WASTE LONG TERM CARE	71,775.46	71,775.46	48,368.00	( 23,407.46)	148.4
<u>MATERIAL REUSE-SECOND STORY</u>					
601.56.53636.464100 PUBLIC CHGS-SOLID WASTE	( 1,233.37)	( 1,233.37)	( 1,500.00)	( 266.63)	( 82.2)
TOTAL REVENUES - MATERIAL REUSE-SECOND S	( 1,233.37)	( 1,233.37)	( 1,500.00)	( 266.63)	( 82.2)
601.56.53636.522002 ELECTRIC	522.32	522.32	500.00	( 22.32)	104.5
TOTAL EXPENDITURES - MATERIAL REUSE-SECO	522.32	522.32	500.00	( 22.32)	104.5
TOTAL - MATERIAL REUSE-SECOND STORY	( 711.05)	( 711.05)	( 1,000.00)	( 288.95)	( 71.1)
<u>TRANSFER STATION</u>					
601.56.53637.464100 PUBLIC CHGS-SW SCALE REVENUE	( 1,734,782.40)	( 1,734,782.40)	( 1,504,020.00)	230,762.40	(115.3)
TOTAL REVENUES - TRANSFER STATION	( 1,734,782.40)	( 1,734,782.40)	( 1,504,020.00)	230,762.40	(115.3)
601.56.53637.512010 SAFETY PROGRAM	318.35	318.35	318.00	( .35)	100.1
601.56.53637.513001 COST ALLOC-WAGES & FRINGES	224,985.50	224,985.50	224,986.00	.50	100.0
601.56.53637.522002 ELECTRIC	5,787.42	5,787.42	5,787.00	( .42)	100.0
601.56.53637.523213 HEAVY MACHINERY OPERATIONS	17,464.88	17,464.88	17,465.00	.12	100.0
601.56.53637.523320 TIPPING FEES	1,007,071.15	1,007,071.15	1,007,071.00	( .15)	100.0
601.56.53637.523321 LANDFILL REBATES	76,677.83	76,677.83	76,678.00	.17	100.0
601.56.53637.531205 LICENSE FEES	550.00	550.00	550.00	.00	100.0
601.56.53637.531501 GASOLINE MOTOR OIL ETC	19,571.40	19,571.40	19,571.00	( .40)	100.0
601.56.53637.531503 MACHINERY & EQUIPMENT PARTS	44,308.74	44,308.74	44,309.00	.26	100.0
601.56.53637.531901 OTHER SUPPLIES & EXPENSES	2,221.78	2,221.78	2,222.00	.22	100.0
TOTAL EXPENDITURES - TRANSFER STATION	1,398,957.05	1,398,957.05	1,398,957.00	( .05)	100.0
TOTAL - TRANSFER STATION	( 335,825.35)	( 335,825.35)	( 105,063.00)	230,762.35	(319.6)
<u>DEMOLITION SITE</u>					
601.56.53638.464100 PUBLIC CHGS-SW SCALE REVENUE	( 105,680.45)	( 105,680.45)	( 85,000.00)	20,680.45	(124.3)
TOTAL REVENUES - DEMOLITION SITE	( 105,680.45)	( 105,680.45)	( 85,000.00)	20,680.45	(124.3)
601.56.53638.513001 COST ALLOC-WAGES & FRINGES	19,647.74	19,647.74	19,707.00	59.26	99.7
601.56.53638.521901 OTHER PROFESSIONAL SERVICES	5,370.00	5,370.00	7,000.00	1,630.00	76.7
601.56.53638.521920 SOIL AND WATER TESTING	8,525.84	8,525.84	8,528.00	.16	100.0
601.56.53638.531204 ADVERTISING	.00	.00	500.00	500.00	.0
601.56.53638.531205 LICENSE FEES	2,330.00	2,330.00	2,330.00	.00	100.0
601.56.53638.531501 GASOLINE MOTOR OIL ETC	1,963.94	1,963.94	2,500.00	536.06	78.6
601.56.53638.531503 MACHINERY & EQUIPMENT PARTS	.00	.00	554.00	554.00	.0
601.56.53638.531901 OTHER SUPPLIES & EXPENSES	.00	.00	750.00	750.00	.0
601.56.53638.699103 ROAD IMPROVEMENTS	.00	.00	5,000.00	5,000.00	.0
TOTAL EXPENDITURES - DEMOLITION SITE	37,837.52	37,837.52	46,867.00	9,029.48	80.7

ONEIDA COUNTY  
REVENUES WITH COMPARISON TO BUDGET  
FOR THE 12 MONTHS ENDING DECEMBER 31, 2024

SOLID WASTE FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
	TOTAL - DEMOLITION SITE	( 67,842.93)	( 67,842.93)	( 38,133.00)	29,709.93	(177.9)
	<u>MATERIAL RECOVERY FACILITY</u>					
601.56.53639.435402	STATE AID-RECYCLING	( 86,003.00)	( 86,003.00)	( 87,000.00)	( 997.00)	( 98.9)
601.56.53639.464100	PUBLIC CHGS-SW SCALE REVENUE	( 347,151.31)	( 347,151.31)	( 275,000.00)	72,151.31	(126.2)
	TOTAL REVENUES - MATERIAL RECOVERY FACILI	( 433,154.31)	( 433,154.31)	( 362,000.00)	71,154.31	(119.7)
601.56.53639.513001	COST ALLOC-WAGES & FRINGES	47,487.70	47,487.70	47,595.00	107.30	99.8
601.56.53639.521901	OTHER PROFESSIONAL SERVICES	353.34	353.34	1,409.00	1,055.66	25.1
601.56.53639.522002	ELECTRIC	10,409.21	10,409.21	10,409.00	( .21)	100.0
601.56.53639.523319	RECYCLING	66,454.65	66,454.65	66,455.00	.35	100.0
601.56.53639.523322	TRUCKING EXPENSES	85,222.20	85,222.20	87,032.00	1,809.80	97.9
601.56.53639.531501	GASOLINE MOTOR OIL ETC	8,377.60	8,377.60	8,378.00	.40	100.0
601.56.53639.531503	MACHINERY & EQUIPMENT PARTS	11,475.57	11,475.57	11,476.00	.43	100.0
601.56.53639.531506	CONSUMABLE TOOLS	4,840.85	4,840.85	4,841.00	.15	100.0
601.56.53639.531901	OTHER SUPPLIES & EXPENSES	.00	.00	1,000.00	1,000.00	.0
601.56.53639.584001	AIDS TO DISTRICTS	49,015.57	49,015.57	55,000.00	5,984.43	89.1
601.56.53639.699663	MATERIAL RECOVERY FACILITY	17,442.31	17,442.31	.00	( 17,442.31)	.0
	TOTAL EXPENDITURES - MATERIAL RECOVERY FA	301,079.00	301,079.00	293,595.00	( 7,484.00)	102.6
	TOTAL - MATERIAL RECOVERY FACILITY	( 132,075.31)	( 132,075.31)	( 68,405.00)	63,670.31	(193.1)
	TOTAL SOLID WASTE	( 129,900.03)	( 129,900.03)	.00	129,900.03	.0
	TOTAL SOLID WASTE FUND	( 129,900.03)	( 129,900.03)	.00	129,900.03	.0

## AGENDA





**Oneida County**  
**Capital Improvement Project (CIP) Committee Request Form**  
 2026 - 2028

*Purpose: Form used to request preliminary approval for the acquisition or undertaking of any capital project with a gross cost of \$25,000 or more in a single instance, and with a useful life of 5-years or longer. Land acquisition of any value should be submitted on this form.*

	Project Overview	
Project Title	Fiber Cake and Compost Disposal	
Department(s)	Solid Waste	
Proj. Manager(s)	Lisa Bauknecht	

select one	Committee of Jurisdiction Ranking	
<input checked="" type="checkbox"/>	High - resolves long-term, pressing issue; addresses serious health/public safety risk; has a widespread impact; ancillary benefits are well-defined; reduces and/or does not burden ongoing operating budget(s).	
<input type="checkbox"/>	Medium - provides short-term fix for existing issue; addresses anticipated health/public safety concern; serves broad community needs; impact on operating budget is minimal.	
<input type="checkbox"/>	Low - does not address a regulatory or compliance issue; new project or program which may require long-term funding; impact on larger community is minimal; will require on-going operating budget support.	

select one	Capital Asset Category	
<input type="checkbox"/>	Sidewalks, ATV/Snowmobile Paths, Parking Lots, Other	
<input type="checkbox"/>	Roads, Bridges, Stormwater, &/or Utilities	
<input type="checkbox"/>	Land Acquisition, New Building(s), &/or Land / Building Improvements	
<input checked="" type="checkbox"/>	Machinery, Hard/Software Equipment, Fleet &/or Heavy Equipment	

Project Description & Justification
<p>The Solid Waste Department is being required by the WI DNR to landfill any and all fiber cake sludge and fiber cake compost that is on facility grounds. In the fall of 2024, the DNR requested the Solid Waste Department to have the finished compost on site analyzed for PHAS. The results were forwarded to the DNR and in February of 2025 a meeting with DNR officials, the Solid Waste Director, Sand Creek Environmental Consultants, Oneida County Health Department and Corporation Council. The DNR's determination was that any material that remains on site is considered solid waste and must be landfilled and a Notice of Noncompliance was issued to Solid Waste. The Solid Waste Director is working with Sand Creek Consultants to find a cost effective way to landfill of the material. No material has been moved to date as a location to accept the material is still being sought. Solid Waste has been granted a Low Hazard Exemption in order to windrow and compost the raw material in an effort to reduce moisture content, thus reduce the weight of the material. There is roughly a total of 8000 tons of material. The estimated cost the have this trucked and landfilled is over \$550,000. The Solid Waste Department does not have the money to do this project.</p>

	Cost & Funding Summary				
	Prior Yr Funding	2026	2027	2028	Project Total
Federal / State Aids					\$ -
Lease or Bonds					\$ -
Dept. Fund Balance					\$ -
General Fund Transfer		550,000.00			\$ 550,000.00
Other (i.e. Trade-In)					\$ -
Total	\$ -	\$ 550,000.00	\$ -	\$ -	\$ 550,000.00



**Oneida County**  
**Capital Improvement Project (CIP) Committee Request Form**  
 2026 - 2028

*Purpose: Form used to request preliminary approval for the acquisition or undertaking of any capital project with a gross cost of \$25,000 or more in a single instance, and with a useful life of 5-years or longer. Land acquisition of any value should be submitted on this form.*

	Project Overview	
Project Title	Pickup Truck W/Plow	
Department(s)	Solid Waste	
Proj. Manager(s)	Lisa Bauknecht	

select one	Committee of Jurisdiction Ranking	
<input checked="" type="checkbox"/>	High - resolves long-term, pressing issue; addresses serious health/public safety risk; has a widespread impact; ancillary benefits are well-defined; reduces and/or does not burden ongoing operating budget(s).	
<input type="checkbox"/>	Medium - provides short-term fix for existing issue; addresses anticipated health/public safety concern; serves broad community needs; impact on operating budget is minimal.	
<input type="checkbox"/>	Low - does not address a regulatory or compliance issue; new project or program which may require long-term funding; impact on larger community is minimal; will require on-going operating budget support.	

select one	Capital Asset Category	
<input type="checkbox"/>	Sidewalks, ATV/Snowmobile Paths, Parking Lots, Other	
<input type="checkbox"/>	Roads, Bridges, Stormwater, &/or Utilities	
<input type="checkbox"/>	Land Acquisition, New Building(s), &/or Land / Building Improvements	
<input checked="" type="checkbox"/>	Machinery, Hard/Software Equipment, Fleet &/or Heavy Equipment	

Project Description & Justification	
<p>The Solid Waste Department proposes to trade in 2011 Ford 350 with a plow and purchase quarter ton pickup with plow. The pickup truck is used to run errands and/or get equipment parts, and also very importantly, to help plow snow at the Solid Waste Facility. The pickup can get to areas that the loaders with plows cannot. The past few years the pickup has been down for repairs often and not very reliable.</p>	

Federal / State Aids Lease or Bonds Dept. Fund Balance General Fund Transfer Other (i.e. Trade-In) Total	Cost & Funding Summary					
	Prior Yr Funding		2026	2027	2028	Project Total
						\$ -
						\$ -
						\$ -
						\$ -
						\$ -
						\$ -



**Oneida County**  
**Capital Improvement Project (CIP) Committee Request Form**  
 2026 - 2028

*Purpose: Form used to request preliminary approval for the acquisition or undertaking of any capital project with a gross cost of \$25,000 or more in a single instance, and with a useful life of 5-years or longer. Land acquisition of any value should be submitted on this form.*

Project Overview	
Project Title	10' Sweepster Broom Attachment for 544K
Department(s)	Solid Waste
Proj. Manager(s)	Lisa Bauknecht

select one	Committee of Jurisdiction Ranking
<input checked="" type="checkbox"/>	High - resolves long-term, pressing issue; addresses serious health/public safety risk; has a widespread impact; ancillary benefits are well-defined; reduces and/or does not burden ongoing operating budget(s).
<input type="checkbox"/>	Medium - provides short-term fix for existing issue; addresses anticipated health/public safety concern; serves broad community needs; impact on operating budget is minimal.
<input type="checkbox"/>	Low - does not address a regulatory or compliance issue; new project or program which may require long-term funding; impact on larger community is minimal; will require on-going operating budget support.

select one	Capital Asset Category
<input type="checkbox"/>	Sidewalks, ATV/Snowmobile Paths, Parking Lots, Other
<input type="checkbox"/>	Roads, Bridges, Stormwater, &/or Utilities
<input type="checkbox"/>	Land Acquisition, New Building(s), &/or Land / Building Improvements
<input checked="" type="checkbox"/>	Machinery, Hard/Software Equipment, Fleet &/or Heavy Equipment

Project Description & Justification
The Solid Waste Department seeks to purchase a 10' Sweepster Broom attachment for the 544K Wheel Loader. The purpose of the Sweepster Broom is to aid in keeping facility grounds and road ways clear of debris.

	Cost & Funding Summary			Project Total
	Prior Yr Funding	2026	2027	
Federal / State Aids				\$ -
Lease or Bonds				\$ -
Dept. Fund Balance		25,900.00		\$ 25,900.00
General Fund Transfer				\$ -
Other (i.e. Trade-In)				\$ -
<b>Total</b>	\$ -	\$ 25,900.00	\$ -	\$ -
				\$ 25,900.00



**Oneida County**  
**Capital Improvement Project (CIP) Committee Request Form**  
 2026 - 2028

*Purpose: Form used to request preliminary approval for the acquisition or undertaking of any capital project with a gross cost of \$25,000 or more in a single instance, and with a useful life of 5-years or longer. Land acquisition of any value should be submitted on this form.*

	Project Overview	
Project Title	Weigh Scale Replacement	
Department(s)	Solid Waste	
Proj. Manager(s)	Lisa Bauknecht	

select one	Committee of Jurisdiction Ranking	
<input checked="" type="checkbox"/>	High - resolves long-term, pressing issue; addresses serious health/public safety risk; has a widespread impact; ancillary benefits are well-defined; reduces and/or does not burden ongoing operating budget(s).	
<input type="checkbox"/>	Medium - provides short-term fix for existing issue; addresses anticipated health/public safety concern; serves broad community needs; impact on operating budget is minimal.	
<input type="checkbox"/>	Low - does not address a regulatory or compliance issue; new project or program which may require long-term funding; impact on larger community is minimal; will require on-going operating budget support.	

select one	Capital Asset Category	
<input type="checkbox"/>	Sidewalks, ATV/Snowmobile Paths, Parking Lots, Other	
<input type="checkbox"/>	Roads, Bridges, Stormwater, &/or Utilities	
<input type="checkbox"/>	Land Acquisition, New Building(s), &/or Land / Building Improvements	
<input checked="" type="checkbox"/>	Machinery, Hard/Software Equipment, Fleet &/or Heavy Equipment	

Project Description & Justification
<p>The Solid Waste Department is seeking to replace the weigh scale at the facility. The weigh scale is critical to the operation of the department as most fees are based on weight. The weigh scale works with the software program to determine amounts owed. The current scale is over 20 years old and has major deterioration including pitting on the platform and load cell variations due to heavy use. There has been a significant increase of the number of vehicles using the facility including many large, heavy trucks on a daily basis.</p>

	Cost & Funding Summary						
	Prior Yr Funding		2026	2027		2028	Project Total
	Federal / State Aids						\$ -
	Lease or Bonds						\$ -
	Dept. Fund Balance		183,000.00				\$ 183,000.00
	General Fund Transfer						\$ -
	Other (i.e. Trade-In)						\$ -
Total	\$ -	\$ 183,000.00	\$ -	\$ -		\$ 183,000.00	



**Oneida County**  
**Capital Improvement Project (CIP) Committee Request Form**  
 2026 - 2028

*Purpose: Form used to request preliminary approval for the acquisition or undertaking of any capital project with a gross cost of \$25,000 or more in a single instance, and with a useful life of 5-years or longer. Land acquisition of any value should be submitted on this form.*

	Project Overview	
Project Title	Purchase 544K Wheel Loader	
Department(s)	Solid Waste	
Proj. Manager(s)	Lisa Bauknecht	

select one	Committee of Jurisdiction Ranking	
<input checked="" type="checkbox"/>	High - resolves long-term, pressing issue; addresses serious health/public safety risk; has a widespread impact; ancillary benefits are well-defined; reduces and/or does not burden ongoing operating budget(s).	
<input type="checkbox"/>	Medium - provides short-term fix for existing issue; addresses anticipated health/public safety concern; serves broad community needs; impact on operating budget is minimal.	
<input type="checkbox"/>	Low - does not address a regulatory or compliance issue; new project or program which may require long-term funding; impact on larger community is minimal; will require on-going operating budget support.	

select one	Capital Asset Category	
<input type="checkbox"/>	Sidewalks, ATV/Snowmobile Paths, Parking Lots, Other	
<input type="checkbox"/>	Roads, Bridges, Stormwater, &/or Utilities	
<input type="checkbox"/>	Land Acquisition, New Building(s), &/or Land / Building Improvements	
<input checked="" type="checkbox"/>	Machinery, Hard/Software Equipment, Fleet &/or Heavy Equipment	

Project Description & Justification
<p>The Solid Waste Department is proposing to trade in a 2014 John Deere 544K Wheel Loader and purchase a new 544K. This loader is used to manage all recycling. It loads all outgoing recycling trailers and also serves as a backup to the 644P that is used in the Transfer Station. Currently, 16 trash trailers and 3 recycling trailers are loaded each week, roughly 550 tons of material. Two loaders are a must for the facility. This project was originally planned for 2025 but had gotten pushed back for other department needs. In order to keep equipment updated and to trade in the machine while it would still have value, the replacement request is being made for 2027. The machine will be 13 years old with over 10,000 hours.</p>

	Cost & Funding Summary				
	Prior Yr Funding	2026	2027	2028	Project Total
Federal / State Aids					\$ -
Lease or Bonds					\$ -
Dept. Fund Balance			150,000.00		\$ 150,000.00
General Fund Transfer					\$ -
Other (i.e. Trade-In)					\$ -
<b>Total</b>	\$ -	\$ -	\$ 150,000.00	\$ -	\$ 150,000.00



**Oneida County**  
**Capital Improvement Project (CIP) Committee Request Form**  
 2026 - 2028

*Purpose: Form used to request preliminary approval for the acquisition or undertaking of any capital project with a gross cost of \$25,000 or more in a single instance, and with a useful life of 5-years or longer. Land acquisition of any value should be submitted on this form.*

Project Overview	
Project Title	Purchase Demo Compactor
Department(s)	Solid Waste
Proj. Manager(s)	Lisa Bauknecht

select one	Committee of Jurisdiction Ranking
<input checked="" type="checkbox"/>	High - resolves long-term, pressing issue; addresses serious health/public safety risk; has a widespread impact; ancillary benefits are well-defined; reduces and/or does not burden ongoing operating budget(s).
<input type="checkbox"/>	Medium - provides short-term fix for existing issue; addresses anticipated health/public safety concern; serves broad community needs; impact on operating budget is minimal.
<input type="checkbox"/>	Low - does not address a regulatory or compliance issue; new project or program which may require long-term funding; impact on larger community is minimal; will require on-going operating budget support.

select one	Capital Asset Category
<input type="checkbox"/>	Sidewalks, ATV/Snowmobile Paths, Parking Lots, Other
<input type="checkbox"/>	Roads, Bridges, Stormwater, &/or Utilities
<input type="checkbox"/>	Land Acquisition, New Building(s), &/or Land / Building Improvements
<input checked="" type="checkbox"/>	Machinery, Hard/Software Equipment, Fleet &/or Heavy Equipment

Project Description & Justification
<p>The Solid Waste Department seeks to trade in a 1989 Cat 826C for a newer used similar machine. The Demo Compactor is the main piece of equipment for the Demo Site. It compacts the material in the site to maximize the air space of the 50,000 yard site. This machine was purchased over 15 years ago as a used machine. It was last serviced in 2025.</p>

	Cost & Funding Summary			Project Total
	Prior Yr Funding	2026	2027	
Federal / State Aids				\$ -
Lease or Bonds				\$ -
Dept. Fund Balance			150,000.00	\$ 150,000.00
General Fund Transfer				\$ -
Other (i.e. Trade-In)				\$ -
<b>Total</b>	\$ -	\$ -	\$ 150,000.00	\$ -

AGENDA

# CHEMS BOARD

PRESIDENT: KYLE WELBES • VICE PRESIDENT: JENNIFER LENIUS • SECRETARY / TREASURER: BRENDA PETERSON  
PAST PRESIDENT: VACANT • DIRECTORS: AMY PATZ, KRIS CARLIN, JENNIFER HOLUB, SARAH SOUL

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Hello! If you haven't already heard, let us be the first to tell you that there have been some exciting changes to the WisDOT and CHEMSPRO Annual Highway Training Conference timeline! As a Board, we felt we should take a minute to outline the changes and give some explanation behind the decisions. As always, if you have any questions, please feel free to reach out to any one of the Board members listed above.

Over the years, the survey responses received from conference attendees have often asked why we continue to schedule trainings on Fridays, despite many Highway Departments utilizing a 4-10s work schedule. We've always heard you, but just couldn't figure out a way to effectively condense financial training, software training, non-CHEMS topics, DOT updates, and shop trainings down into a two-day schedule.

In 2024, the CHEMS Board was approached by WCHA and presented with the idea for a new subcommittee under the WCHA umbrella that would focus primarily on training for the accounting and financial operations of the Highway Departments throughout the state. Throughout the year, many meetings were held to determine the best way to move forward with this plan. As a result, the CHEMS Board decided that the formation of a WCHA financial subcommittee would allow for a more CHEMS-focused conference by reducing the amount of specific financial trainings offered. As a result, a contract was signed for a two-day conference in 2025 instead of the normal three-day conference.

In addition to those changes, in 2025, the CHEMSPRO software also began to undergo some changes. The long awaited facelift is finally happening alongside some new security changes at the state level. Testing for the changes is currently underway and a number of timeslots are needed to be able to effectively communicate these changes in more detail at the 2025 conference.

As a result of trying to navigate the changes from WCHA and CHEMSPRO Support, this first year of returning to a two-day conference came with many time constraint challenges during the planning stages. In the end, we tried to provide as much time as possible for valuable updates, financial trainings, and various software trainings while still trying to listen to your survey responses and attempting to make this training what you need it to be. We hope you find it valuable!

# WisDOT and CHEMSPRO Annual Highway Training October 1 & 2, 2025

Holiday Inn Stevens Point Convention Center  
1001 Amber Avenue  
Stevens Point, WI 54482

Please send one registration PER PERSON before September 1, 2025.

## Checks payable to: CHEMS Users Group

Mail checks and registrations to:

Door County Highway Department  
Attn: Jennifer Lenius  
1001 S. Duluth Avenue  
Sturgeon Bay, WI 54235

Registration fees include all training costs and meals as outlined on the registration form. Please note any registration cancellations must be received by the Board President, Kyle Welbes, via email – [kyle.welbes@eauclairecounty.gov](mailto:kyle.welbes@eauclairecounty.gov) – no later than one week (seven calendar days) prior to the opening of the WisDOT and CHEMSPRO Annual Training to receive a full refund.

CHEMS Users Group is a tax-exempt organization with Federal EIN 01-0757456.

**NOTE:** The registration fee, hotel, authorized training time, and travel expenses may be requisitioned / invoiced to the State for **two (2) employees** in accordance with your County's training and travel guidelines. Additional personnel may attend at the County's expense.

**TO MAKE HOTEL RESERVATIONS:** Each county will be responsible for its own hotel reservations and payment terms. The Room Block will be released on September 1, 2025; be sure to make your reservations before this date. The contracted rate is not guaranteed after this date.

- To book by phone, call 715-344-0200, press #1
- BLOCK REFERENCE: Group Name: **WI DOT Training Conference** or Group Block Code: **WDT**
- Room rates are \$98.00/night per room - Single Occupancy, \$120.00/night per room – Double Occupancy
- Hotel cancellations must be made 48 hours prior to check in. Cancellations within 48 hours of arrival will result in a cancellation fee equal to the first night of the anticipated stay.



# **AGENDA**

## **WisDOT and CHEMSPRO Annual Highway Training**

### **October 1 & 2, 2025**

#### **Wednesday, October 1, 2025**

8:30 AM – 9:00 AM	Registration ( <i>Lobby</i> ) ( <i>assorted bakery items, fresh fruit and yogurt provided</i> )
9:00 AM – 9:30 AM	General Session ( <i>Expo 3A/B</i> )  Opening by CHEMS Board President – <i>Kyle Welbes</i>  Introduction of CHEMS Board Members – <i>Kyle Welbes</i>  Treasurer's Report – <i>Brenda Petersen</i>  Nominations to the CHEMS Board – <i>Jen Lenius</i>  Explanation of Bylaws Changes – <i>Kyle Welbes</i>  Explanation of General Breakout Sessions – <i>Kyle Welbes</i>
9:30 AM – 10:00 AM	WisDOT Session ( <i>Expo 3A/B</i> )  Address from DOT – <i>John Marchewka</i>  WCHA / FAC Update – <i>Kyle Welbes</i>
10:00 AM – 10:15 AM	Break ( <i>no snack provided</i> )
10:15 AM – 12:00 PM	MMC / MPM / Equipment Classes / State Financed Equipment – <i>Rae Hamilton (Expo 3A/B)</i>
12:00 PM – 1:00 PM	Lunch ( <i>Expo 1/2</i> ) <i>includes Mexican Fiesta Buffet (build your own taco – soft or crunchy shells, ground beef, salsa, lettuce, cheese, tomatoes, sour cream, refried beans, and rice)</i>
1:00 PM – 2:30 PM	Breakout Sessions – pick one  CHEMS Reporting ( <i>Prairie 2/6</i> )  Recovering Costs through Variable Rates ( <i>Prairie Ballroom 3/7</i> )  Labor and Equipment ( <i>Prairie 4/8</i> )  CHEMS / SharePoint / OKTA ( <i>Expo 3A/B</i> )  Year-End Inventory Process and CHEMS Import Features ( <i>Prairie 1/5</i> )
2:30 PM – 3:00 PM	Break / Hotel Check-In ( <i>assorted cookies and soda provided</i> )
3:00 PM – 4:00 PM	Fast Break General Roundtable Sessions (not CHEMSPRO specific) ( <i>various locations</i> )
4:00 PM – 4:30 PM	Review / Recess to Thursday at 8:00 AM ( <i>Expo 3A/B</i> )

#### **Evening Events**

5:00 PM – 6:00 PM	Social Hour – cash bar available ( <i>Commons</i> )
6:00 PM – 8:00 PM	Dinner Buffet and Entertainment ( <i>Expo 1/2</i> ) <i>includes Italian Buffet (tossed garden salad, penne pasta, spaghetti, Alfredo sauce, Bolognese sauce, breadsticks, dessert)</i>

## **Thursday, October 2, 2025**

6:00 AM – 8:00 AM	Breakfast ( <i>Expo 1/2</i> ) includes Traditional Breakfast Buffet (scrambled eggs, sausage, breakfast potatoes, granola bars, string cheese, coffee, iced tea, orange juice)
8:00 AM – 8:30 AM	General Session ( <i>Expo 3A/B</i> ) <ul style="list-style-type: none"><li>Review Voting Procedure / Bylaws Changes</li><li>Election of CHEMS Board<ul style="list-style-type: none"><li>Vice President – One (3-year term)</li><li>Secretary / Treasurer – One (2-year term)</li><li>Director – One (2-year term)</li></ul></li><li>Introduction of 2025 / 2026 CHEMS Board of Directors</li><li>Vote on Bylaws Changes</li><li>Audit Committee Report</li><li>Announcements</li></ul>
8:30 AM – 10:00 AM	Breakout Sessions – pick one <ul style="list-style-type: none"><li>CHEMS Reporting (<i>Prairie 2/6</i>)</li><li>Recovering Costs through Variable Rates (<i>Prairie Ballroom 3/7</i>)</li><li>Shop Roundtable (<i>Prairie 4/8</i>)</li><li>CHEMS / SharePoint / OKTA (<i>Expo 3A/B</i>)</li><li>Year-End Inventory Process and CHEMS Import Features (<i>Prairie 1/5</i>)</li></ul>
10:00 AM – 10:30 AM	Break / Check Out ( <i>no snack provided</i> )
10:30 AM – 11:30 AM	Fast Break General Roundtable Follow-up (not CHEMSPRO specific) ( <i>various locations</i> )
11:30 AM – 12:45 PM	CHEMSPRO Facelift Rollout – <i>Bergdahl / Austin (CHEMS Support)</i> ( <i>Expo 3A/B</i> )
12:45 AM – 1:00 PM	Final Announcements ( <i>Expo 3A/B</i> ) <ul style="list-style-type: none"><li>Years of Service Recognition</li><li>Survey Reminder</li><li>2026 Information</li></ul>

*NOTE: The outgoing and incoming CHEMS Board will meet in Bayba Room immediately following the conclusion of the conference.*

**2026 Annual Training will be held October 14 & 15, 2026 at the Holiday Inn Convention Center in Stevens Point, WI.**

## **2024 / 2025 CHEMS BOARD OF DIRECTORS**

President: Kyle Welbes, Vice President: Jennifer Lenius, Past President/Director: Sarah Soul, Secretary/Treasurer: Brenda Petersen,  
Directors: Amy Patz, Kris Carlin, Jennifer Holub

**Registration Form**  
**WisDOT and CHEMSPRO Annual Highway Training**  
**October 1 & 2, 2025**

Please register by **September 1, 2025**. Use one registration form for each person attending.  
**ALL** requests for refunds must be put in writing and received by Kyle Welbes, CHEMS Board President,  
([kyle.welbes@eauclairecounty.gov](mailto:kyle.welbes@eauclairecounty.gov)) prior to September 24, 2025. There will be **NO** refunds after that date.

NAME: \_\_\_\_\_ TITLE: \_\_\_\_\_  
COUNTY: \_\_\_\_\_ PHONE: \_\_\_\_\_  
EMAIL: \_\_\_\_\_ DATE OF HIRE: \_\_\_\_\_

For County connectivity purposes, please indicate which items your county owns / uses by circling them below and listing what program your county uses for Timekeeping, GL and Fueling.

Hot Mix Plant                      Pits/Quarries                      Brine Maker – County Salt                      Brine Maker – State Salt  
Electronic Timekeeping System: \_\_\_\_\_ GL Software: \_\_\_\_\_ Fuel Software: \_\_\_\_\_

**Conference Fees\***

**Amount Enclosed**

Wednesday Only (includes breakfast, lunch, snack and dinner buffet)	\$80.00	\$ _____
Thursday Only (includes breakfast)	\$45.00	\$ _____
Wednesday/Thursday (meals as referenced above)	\$110.00	\$ _____
Trainer/Presenter**	\$00.00	\$ _____
**Registration fees for up to two (2) presenters, as approved by the Board, will be waived for each training session		
Guest Dinner Buffet Ticket – Wednesday Only	\$25.00	\$ _____

\*As a reminder, two employees are allowable charges on your RMA, if in accordance with your county's training policy.

**Please place an X in the boxes for the breakout sessions you will be attending**

**Wednesday - Breakouts**

- ☐ CHEMS Reporting  
☐ Recovering Costs  
☐ Labor and Equipment  
☐ CHEMS / SharePoint / OKTA  
☐ Inventory Process & Import Features

**Thursday – Breakouts**

- ☐ CHEMS Reporting  
☐ Recovering Costs  
☐ Shop Roundtable  
☐ CHEMS / SharePoint / OKTA  
☐ Inventory Process & Import Features

Please note any special dietary needs: \_\_\_\_\_

**Make checks payable to CHEMS Users Group and mail checks and registration forms to:**

**Door County Highway Department**  
**Attn: Jennifer Lenius**  
**1001 S. Duluth Avenue**  
**Sturgeon Bay, WI 54235**

# CHEMS BOARD NOMINATION

CHEMS Organization Bylaws state as follows:

## Section 1. Nominations

- a. Nominations shall be accepted by the Vice President from the Group membership, prior to and at the Annual Training Meeting for at least one candidate for the offices of Vice President, and in alternating years for Secretary/Treasurer and one Director, or for two Directors. All nominees must indicate their willingness to serve if elected. Nominations will only be accepted prior to the closing of the nominations by the CHEMS Board Vice President at the CHEMSPRO Annual Training.
- b. Nominees must be full members of the Group in good standing. The President or Vice President may not succeed him/herself by election, unless such a person is filling the unexpired term of another duly elected officer.

Please enter your nominations for the CHEMS Board of Directors offices below:

	Name	County
<b>Vice President (3-year term)</b> Vice President President Past President		
<b>One (1) Director (2-year term)</b>		
<b>Secretary / Treasurer (2-year term)</b>		

All nominees will be contacted prior to the Annual Training Meeting to accept/decline their nominations.

Please feel free to nominate yourself. **Nomination Deadline: September 1, 2025**

**Send nominations to:** Door County Highway Department  
Attn: Jennifer Lenius  
1001 S. Duluth Avenue  
Sturgeon Bay, WI 54235  
Phone: 920-746-2502  
Email: [jmlenius@co.door.wi.us](mailto:jmlenius@co.door.wi.us)

# 2025 WisDOT and CHEMSPRO Annual Highway Training Synopses

**Wednesday, October 1<sup>st</sup>**

- **MMC / MPM / Equipment Classes / State Financed Equipment**

**Facilitator: Rae Hamilton (ISBA Program Analyst / MPM System Administrator, WisDOT)**

- *2025 MPM Equipment Class Code Changes:* A subcommittee was formed to review all equipment class codes; decisions were made for changes. These changes are being applied to MPM. Changes being made to MPM will also need to be made to CHEMS and NON-CHEMS software for equipment inventory and invoicing going forward. We will review these changes and the impacts to CHEMS and NON-CHEMS software. *State Financed Equipment Status (SFE):* BHM/MPM Staff will provide a demo of SFE in MPM test environment. With the demo, asking that Counties provide feedback/questions on impacts to CHEMS and NON-CHEMS software. What code changes or process changes would Counties have to implement to make SFE successful for everyone?

- **CHEMS Reporting**

**Facilitator: Jennifer Holub (Account Technician, Barron County)**

The vastest section of the CHEMSPRO Software is its ability to run reports. With a quick change of the order or details or various selection options, you can change how a report looks or the order it appears. You can even change the information you receive by simply changing the report size. This session is probably most ideal for a new user, but because the options are endless and the report module can be a little intimidating at times, seasoned users are also welcome to attend. As always, audience participation is highly encouraged as it is impossible for me to know it all!

- **Recovering Costs through Variable Rates**

**Presenter: Kris Carlin (Accountant Office Manager, Waupaca County)**

Ever wonder how the various rates assigned by WisDOT affect your operations? Let's review the CHEMS reports needed to generate the rate calculations, walk through the surveys needed and then verify where to enter the rates into the CHEMS setup screens so they function properly. We'll also go over some ideas of how to recover for expenses not quite covered with WisDOT reimbursements. If there is time at the end of the session, we will open up for discussion on excess equipment rates, which has been a hot topic at previous Conferences.

- **Labor and Equipment**

**Presenters: Amy Patz (Account Clerk, Waupaca County)**

**Sarah Soul (Accountant II, Price County)**

**Jennifer Lenius (Administrative Supervisor, Door County)**

**Brenda Peterson (Highway Accountant, Marquette County)**

This session will dive into the Labor and Equipment screens in CHEMS. We will review the combined entry screen as well as the separate manual entry screens for both. We will also walk through the set up and report options for these categories. Time will be available for open discussion so bring any questions or concerns you have for these areas and we will work through them as a group.

- **CHEMS / SharePoint / OKTA**

**Presenter: Michael Austin (CHEMS Support) • Mark Bergdahl (CHEMS Support)**

This session will provide updates on the current CHEMS statistics, product roadmap, resource picture, and knowledge sharing. We will do an overview of the CHEMS SharePoint site and discuss its process and updates. We will also provide an update on the new CHEMS security update, OKTA, which will eventually be replacing WAMS (next year at the earliest, could be later). We will discuss the OKTA timeline, process and requirements from the counties to utilize OKTA. Any remaining time will be spent as a roundtable discussion focusing on a Q&A from the counties with the CHEMS Support Team.

- **Year-End Inventory Process**

**Presenter: Kyle Welbes (Fiscal Manager, Eau Claire County)**

This training session will discuss inventory best-practices, related CHEMS year-end tasks / workflow steps, and inventory transaction imports. Attendees will come away with inventory observation tips, discrepancy analysis strategies, and a better grasp of the step-by-step process required to record physical quantities and adjustments within CHEMS. Attendees will also see a demo of common transaction imports used within CHEMS and obtain valuable insights on how to leverage CHEMS import features more often at your county.

- **Fast Break General Roundtable Sessions**

These sessions will involve participation by the entire group. There will be table groups of approximately 20 people and a facilitator who will ask general questions about varying topics. Each group will essentially be its own roundtable discussion. The facilitator will guide each group with a set of preassigned questions as a starting point and participants are encouraged to ask questions of their own. There is no time limit on questions or follow up presentation to the group as a whole.

**Thursday, October 2<sup>nd</sup>**

- **CHEMS Reporting**

**Facilitator: Jennifer Holub (Account Technician, Barron County)**

The vastest section of the CHEMSPRO Software is its ability to run reports. With a quick change of the order or details or various selection options, you can change how a report looks or the order it appears. You can even change the information you receive by simply changing the report size. This session is probably most ideal for a new user, but because the options are endless and the report module can be a little intimidating at times, seasoned users are also welcome to attend. As always, audience participation is highly encouraged as it is impossible for me to know it all!

- **Recovering Costs through Variable Rates**

**Presenter: Kris Carlin (Accountant Office Manager, Waupaca County)**

Ever wonder how the various rates assigned by WisDOT affect your operations? Let's review the CHEMS reports needed to generate the rate calculations, walk through the surveys needed and then verify where to enter the rates into the CHEMS setup screens so they function properly. We'll also go over some ideas of how to recover for expenses not quite covered with WisDOT reimbursements. If there is time at the end of the session, we will open up for discussion on excess equipment rates, which has been a hot topic at previous Conferences.

- **Shop Roundtable**

**Presenters: Brenda Peterson (Highway Accountant, Marquette County)**

This session is intended as an open forum with discussion centered on shop and fleet related questions, activities, tasks, etc. The session will be participation driven and may not necessarily be CHEMS specific; however, the presenter is from a CHEMS county so her demonstration abilities will be CHEMS focused.

- **CHEMS / SharePoint / OKTA**

**Presenter: Michael Austin (CHEMS Support) • Mark Bergdahl (CHEMS Support)**

This session will provide updates on the current CHEMS statistics, product roadmap, resource picture, and knowledge sharing. We will do an overview of the CHEMS SharePoint site and discuss its process and updates. We will also provide an update on the new CHEMS security update, OKTA, which will eventually be replacing WAMS (next year at the earliest, could be later). We will discuss the OKTA timeline, process and requirements from the counties to utilize OKTA. Any remaining time will be spent as a roundtable discussion focusing on a Q&A from the counties with the CHEMS Support Team.

- **Year-End Inventory Process**

**Presenter: Kyle Welbes (Fiscal Manager, Eau Claire County)**

This training session will discuss inventory best-practices, related CHEMS year-end tasks / workflow steps, and inventory transaction imports. Attendees will come away with inventory observation tips, discrepancy analysis strategies, and a better grasp of the step-by-step process required to record physical quantities and adjustments within CHEMS. Attendees will also see a demo of common transaction imports used within CHEMS and obtain valuable insights on how to leverage CHEMS import features more often at your county.

- **Fast Break General Roundtable Follow-Up**

These sessions will involve participation by the entire group and will provide an opportunity to discuss items that were brought up during the conference. Consider it a roundtable type discussion allowing all participants to talk about their takeaways from the general or breakout sessions, ask questions about things you would like more information on, and provide insight on a session you attended that others may not have had the opportunity to attend. It may even provide an opportunity for those who are attending the Conference for the first time to bring up items they didn't think to ask about on the first day. This session will have a facilitator, but will ultimately be what you make it.

- **CHEMSPRO Facelift / Rollout**

**Presenter: Mark Bergdahl and Michael Austin (CHEMS Support)**

This session will be a full group presentation and overview of the CHEMSPRO upgrade and facelift project. We will provide a status of the update and any upcoming efforts. Any remaining time will be devoted to an open Q&A where you can ask your questions, provide your suggestions and request to see how the new screens will operate after the rollout.

**AGENDA**

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**RESOLUTION #**

**Resolution to release and convey excess CTH G right-of-way to Lechner**

Resolution approved for presentation to the Oneida County Board by the Supervisors of the Public Works and Land Records Committees.

Resolved by the Board of Supervisors of Oneida County, Wisconsin:

**WHEREAS**, Justin and Markella Lechner owners of Lots 1 and 2 of CSM 4762, Document # 786273, in the Town of Pelican, requested the County to consider conveying and releasing the excess right-of-way of CTH G fronting parcel number(s) PE-221-4 and PE-221-1 as indicated on the map in Exhibit A below, and they have paid the \$250 administrative fee for such request; and,

**WHEREAS**, the Highway Commissioner and Public Works Committee reviewed the request and have recommended to convey all lands lying west of a line, that is 50' south west of and parallel to the existing centerline of CTH G, to the adjoining owner(s) upon the proper approvals; and,

**WHEREAS**, per Wis Stat 83.025, deletion to County Highways are permitted if the Town and Department of Transportation (DOT) approves such deletion; and,

**WHEREAS**, the Town of Pelican has approved such deletion at the July 28, 2025 Board Meeting, and the WI Department of Transportation indicated they approve such deletion in their letter dated August 5, 2025 both which are shown in Exhibit B.

**THEREFORE, BE IT RESOLVED**, that the Oneida County Board of Supervisors hereby approves conveying and releasing the excess right-of-way parcel(s) described in Exhibit A to the adjoining landowner(s), and authorizes the County Clerk, upon receipt of the \$30 deed recording fee(s), to issue a quit claim deed conveying and releasing any interest the County has in the description(s) noted below in Exhibit A.

Vote Required: Majority = \_\_\_\_\_ 2/3 Majority = \_\_\_\_\_ 3/4 Majority = \_\_\_\_\_

The County Board has the legal authority to adopt: Yes \_\_\_\_\_ No \_\_\_\_\_ as reviewed by the Corporation Counsel, \_\_\_\_\_, Date: \_\_\_\_\_

Approved for presentation to the County Board by Public Works Committee this \_\_\_\_\_ day of \_\_\_\_\_, 2025 and by the Land Records Committee this \_\_\_\_\_ day of \_\_\_\_\_, 2025.

Consent Agenda Item: ☒ YES \_\_\_\_\_ NO

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Fiscal Impact

☐ Included in Resolution

☐ Attached

☒ N/A

Offered and passage moved by:

	Aye	Nay	Abstain
<hr/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Public Works Chair (Ted Cushing)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<hr/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Supervisor (Bob Almekinder)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<hr/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Supervisor (Billy Fried)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
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Supervisor (Daniel Hess)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
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Supervisor (Robb Jensen)			

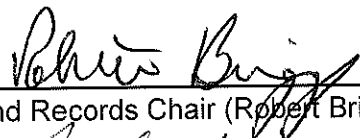
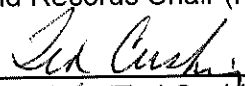
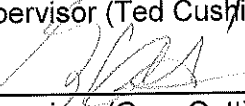
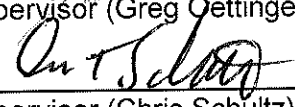
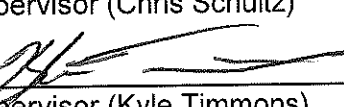
Fiscal Impact

☐ Included in Resolution

☐ Attached

☒ N/A

Offered and passage moved by:

	Aye	Nay	Abstain
 Land Records Chair (Robert Briggs)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
 Supervisor (Ted Cushing)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
 Supervisor (Greg Oettinger)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
 Supervisor (Chris Schultz)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
 Supervisor (Kyle Timmons)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>



84 \_\_\_\_\_ Ayes

85 \_\_\_\_\_ Nays

86 \_\_\_\_\_ Absent

87 \_\_\_\_\_ Abstain

88 \_\_\_\_\_ Adopted

89 by the County Board of Supervisors this \_\_\_\_\_ day \_\_\_\_\_, 2025.

90 \_\_\_\_\_ Defeated

91 \_\_\_\_\_  
92 Tracy Hartman, County Clerk

93 \_\_\_\_\_  
94 Scott Holewinski, County Board Chair

100 **Exhibit A**

101 **Part of CTH G right-of-way**

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103 To: **Justin R. Lechner and Markella L. Lechner, husband and wife as survivorship marital**  
104 **property, 309 E Frederick St., Rhinelander, WI 54501.**

105 **Descriptions:**

106 **PARCEL 1** of excess right of way of County Highway "G", being situated between the  
107 Easterly line of Oneida County Certified Survey Map Number 4762, recorded as Document  
108 Number 786273, and the Westerly right of way line of said County Highway "G", being a 50  
109 foot offset from the existing centerline, all located in Government Lot 1, Section 17, Township  
110 36 North, Range 9 East, Town of Pelican, Oneida County, Wisconsin, containing 0.02 acres,  
111 more or less, of land described as follows:

112 Commencing at the West Quarter Corner of said Section 17; Thence along the monumented  
113 West line of the Northwest Quarter of the Southwest Quarter of said Section 17, S01°44'44"E,  
114 for a distance of 1365.28 feet to the Northwest corner of said Government Lot 1; Thence  
115 along the monumented North line of said Government Lot 1, N89°48'23"E, for a distance of  
116 738.20 feet to the Northeast corner of said Certified Survey Map Number 4762, being the  
117 PLACE OF BEGINNING; Thence continuing along said North line, N89°48'23"E, for a  
118 distance of 2.89 feet to said Westerly right of way line of County Highway "G"; Thence along  
119 said Westerly right of way line, S33°54'43"E, for a distance of 165.78 feet; to the Easterly  
120 extension of the North line of Lot 2 of said Certified Survey Map Number 4762; Thence along  
121 said Easterly extension, S89°48'27"W, for a distance of 7.66 feet to the Easterly line of said  
122 Certified Survey Map Number 4762; Thence along said Easterly line N32°31'15"W, for a  
123 distance of 163.18 feet to the PLACE OF BEGINNING;

124 Together with and subject to: utilities, easements, restrictions, reservations, dedications, and  
125 other right of ways of record.

126 This strip of land is to be attached to those lands to the west (PIN number PE-221-4) and not  
127 to be transferred separately unless complying with Oneida County Subdivision Ordinance.  
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**PARCEL 2** of excess right of way of County Highway "G", being situated between the Easterly line of Oneida County Certified Survey Map Number 4762, recorded as Document Number 786273, and the Westerly right of way line of said County Highway "G", being a 50 foot offset from the existing centerline, all located in Government Lot 1, Section 17, Township 36 North, Range 9 East, Town of Pelican, Oneida County, Wisconsin, containing 0.13 acres, more or less, of land described as follows:

Commencing at the West Quarter Corner of said Section 17; Thence along the monumented West line of the Northwest Quarter of the Southwest Quarter of said Section 17, S01°44'44"E, for a distance of 1365.28 feet to the Northwest corner of said Government Lot 1; Thence along the monumented North line of said Government Lot 1, N89°48'23"E, for a distance of 738.20 feet to the Northeast corner of said Certified Survey Map Number 4762; Thence continuing along said North line, N89°48'23"E, for a distance of 2.89 feet to said Westerly right of way line of County Highway "G"; Thence along said Westerly right of way line, S33°54'43"E, for a distance of 165.78 feet, being the PLACE OF BEGINNING; Thence continuing along said Westerly right of way line, S33°54'43"E, for a distance of 16.26 feet to the beginning of a curve to the right, said curve having a radius of 3,768.85 feet, a long chord which bears S31°20'07"E, for a distance of 338.88 feet; Thence along the arc of said curve for a distance of 338.99 feet; Thence S28°45'30"E, for a distance of 188.47 feet to the Easterly extension of the South line of Lot 2 of said Certified Survey Map Number 4762; Thence along said Easterly extension, S89°47'11"W, for a distance of 29.34 feet to the Easterly line of said Certified Survey Map Number 4762; Thence along said Easterly line, N23°13'11"W, for a distance of 231.00 feet; Thence N32°31'28"W, for a distance of 303.58 feet to the North line of said Lot 2; Thence along the Easterly extension of the North line of said Lot 2, N89°48'27"E, for a distance of 7.66 feet to the PLACE OF BEGINNING;

Together with and subject to: utilities, easements, restrictions, reservations, dedications, and other right of ways of record.

This strip of land is to be attached to those lands to the west (PIN number PE-221-1) and not to be transferred separately unless complying with Oneida County Subdivision Ordinance.

**PARCEL 3** of excess right of way of County Highway "G", being situated between the Easterly line of Oneida County Certified Survey Map Number 4762, recorded as Document Number 786273, and the Westerly right of way line of said County Highway "G", being a 50 foot offset from the existing centerline, all located in Government Lot 1, Section 17, Township 36 North, Range 9 East, Town of Pelican, Oneida County, Wisconsin, containing 0.17 acres, more or less, of land described as follows:

Commencing at the West Quarter Corner of said Section 17; Thence along the monumented West line of the Northwest Quarter of the Southwest Quarter of said Section 17, S01°44'44"E, for a distance of 1365.28 feet to the Northwest corner of said Government Lot 1; Thence along the monumented North line of said Government Lot 1, N89°48'23"E, for a distance of 738.20 feet to the Northeast corner of said Certified Survey Map Number 4762; Thence continuing along said North line, N89°48'23"E, for a distance of 2.89 feet to said Westerly right of way line of County Highway "G"; Thence along said Westerly right of way line, S33°54'43"E, for a distance of 182.04 feet to the beginning of a curve to the right, said curve having a radius of 3,768.85 feet, a long chord which bears S31°20'07"E, for a distance of 338.88 feet; Thence along the arc of said curve for a distance of 338.99 feet; Thence S28°45'30"E, for a distance of 188.47 feet to the Easterly extension of the South line of Lot 2 of said Certified Survey Map Number 4762; being the PLACE OF BEGINNING; Thence continuing along said Westerly right of way line of County Highway "G", S28°45'30"E, for a distance of 199.70 feet to the Easterly extension of the South line of said Certified Survey

Map Number 4762; Thence along said Easterly extension, S69°37'10"W, for a distance of 47.03 feet to the Southeast corner of said Certified Survey Map Number 4762; Thence along the Easterly line of said Certified Survey Map Number 4762, N23°01'48"W, for a distance of 207.91 feet, to the Easterly extension of the South line of Lot 2 of said Certified Survey Map Number 4762; Thence along said Easterly extension N89°47'11"E, for a distance of 29.34 feet to the PLACE OF BEGINNING;

Together with and subject to: utilities, easements, restrictions, reservations, dedications, and other right of ways of record.

This strip of land is to be attached to those lands to the west (PIN number PE-221-4) and not to be transferred separately unless complying with Oneida County Subdivision Ordinance.

**See Map next page**

**ONEIDA COUNTY SURVEY EXHIBIT**

EXCESS RIGHT OF WAY OF C.T.H. "G",  
LOCATED IN GOV'T LOT 1, SEC. 17, T. 36 N., R. 9 E.,  
TOWN OF PELICAN, ONEIDA COUNTY, WISCONSIN

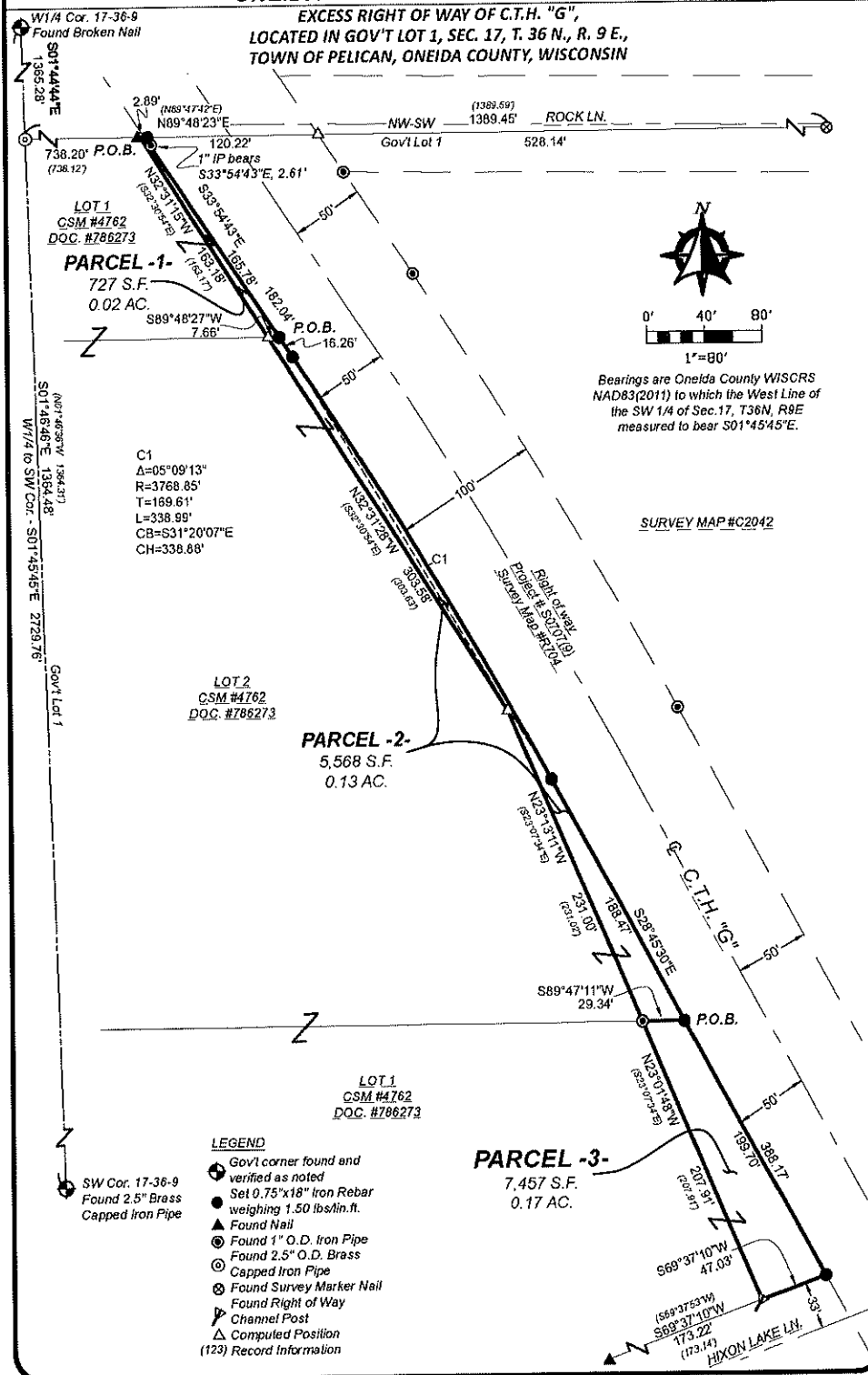


Exhibit B

Sara Chiamulera

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**From:** Pelican Clerk <pelicanclerk@gmail.com>  
**Sent:** Monday, July 28, 2025 6:24 PM  
**To:** LIO  
**Subject:** Re: Justin Lechner Property

The Town board approved this land conveyance tonight.  
Thank You,

Mike Ring, Clerk  
Town of Pelican

On Fri, Jul 18, 2025 at 4:25 PM LIO <[lio@oneidacountywi.gov](mailto:lio@oneidacountywi.gov)> wrote:

Hi Mike,

Please see attached PDFs regarding a land conveyance for property on County Highway G in the town of Pelican. I will be taking this request/resolution to convey to the August Land Records and Public Works Committee Meetings, and then County Board. Can you please review it with the town board?

Regarding Statutes 83.025, I am requesting a letter from you, the Town, to approve this deletion from the County Trunk road system. Historical documentation is vague in this area, due to dated State and County records; therefore, to keep documentation on par for this conveyance, please see attached memo request and map, and the same will be forwarded to the DOT.

Thank you,

Sara Chiamulera

Land Info Director/LIO

PHONE 715-369-6177

Oneida County Land Information Office

PO Box 400/1 S Oneida Ave. Rhinelander, WI

Division of Transportation System Development  
North Central Region  
510 Hanson Lake Road  
Rhineland, WI 54501

Governor Tony Evers  
Secretary Kristina Boardman  
[wisconsindot.gov](http://wisconsindot.gov)  
Phone: (715) 365-3490  
FAX: (715) 365-5780  
Email: [ncr.dtsd@dot.wi.gov](mailto:ncr.dtsd@dot.wi.gov)



8/05/2025

Subject: Lechner Property

Dear Sara Chiamulera

Pursuant to Wisconsin state statutes 66.1005, Oneida County wishes to dispose of a piece of obliterated highway formerly known as STH 14 and now known as County Highway G located in the SE1/4 of the SW1/4, and Gov't Lot 1, of Section 17, T36N R9E, Town of Pelican, Oneida County, Wisconsin.

The Wisconsin Department of Transportation has no interest in this piece of obliterated right of way since we had discontinued our highway at this location. We release Oneida County to dispose of the right of way as they deem necessary.

Sincerely

*Brent L Stella*

Brent L Stella  
Wisconsin Department of Transportation  
Real Estate Supervisor.

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AGENDA

**ONEIDA COUNTY HIGHWAY DEPARTMENT  
2025 SAND FOR SALT SAND PRODUCTION  
REQUEST FOR BIDS**

**ADVERTISEMENT INVITING BIDS**

The Oneida County Highway Department will be accepting bids for approximately 7,500 tons of screened sand to be stockpiled in the northwestern portion of Oneida County with use the vendor's pit for the purposes of manufacturing the sand/salt mixture. Sealed bids will be received at the Oneida County Highway Department Office located at 730 W Kemp Street, Rhinelander, Wisconsin, until 8:00 a.m. August 18, 2025, at which time they will be opened and publicly read. Bid shall include all costs for materials for the project designated in accordance with the bid requirements, conditions and specifications to supply sand for our salt sand operation. Bid documents can be obtained by contacting the Oneida County Highway Department at 715-369-6184. Oneida County reserves the right to accept or reject any and or all bids, or accept the bid deemed most advantageous to the Department.

**BID REQUIREMENTS AND CONDITIONS**

The bidder, signing and submitting this bid, agrees and declares as a condition thereof, to be bound by the following conditions and requirements:

The Bidder declares that he has carefully examined the specifications and/or contract forms for the work contemplated, and it is assumed that the bidder has investigated and is satisfied as to the conditions to be encountered, as to the character, quality and quantities of the work to be performed and materials to be furnished, and as to the requirements of the specifications and any special provisions. It is mutually agreed that the submission of a bid shall be considered conclusive evidence that the bidder has made such examination.

The bidder declares that they understand that the estimate of quantities in the attached schedule is approximate only and that the attached quantities may be greater or less in accordance with the specifications. The bidder agrees to perform the said work, for and in consideration of the payment of the amount becoming due on account of work performed, according to the unit prices bid in the following schedule, and to accept such amounts in full payment of said work.

The bidder declares that all of the said work will be performed at their own proper cost and expense, that they will furnish all necessary material, labor, tools, machinery, apparatus, and other means of construction in the manner provided in the applicable specifications and the approved plans for the work. The bidder agrees that this bid will become part of the contract upon acceptance by the County.

It will be required that the successful bidder shall furnish certificates of insurance to the County Highway Department. County shall be named as an additional insured on all policies of Comprehensive General Liability Insurance and Automobile Liability Insurance. Failure of County to demand such certificates or other evidence of full compliance with these insurance requirements or failure of County to identify a deficiency from evidence provided shall not be construed as a waiver of Bidders obligation to maintain such insurance.

Bidder shall maintain the following insurance:

**Worker's Compensation:**

- a. Coverage A: Limits – Statutory
- b. Coverage B: Employer's Liability Limits
- c. Bodily Injury by Accident - \$100,000 each accident minimum
- d. Bodily Injury by Disease - \$100,000 each employee minimum
- e. Bodily Injury by Disease - \$500,000 policy limit minimum

Comprehensive General Liability Limits: \$1,000,000 bodily injury and \$1,000,000 property damage.

Automobile Liability Insurance, with a combined single limit of \$1,000,000 for each person and \$1,000,000 for each accident.

The Oneida County Highway Commissioner and the Public Works Committee reserve the right to reject any and all bids, or to accept the bid, which is deemed to be the most advantageous to the County. The Oneida County Highway Commissioner and Public Works Committee reserve the right to add or delete projects from the bid in order to maintain their budget.

### SPECIFICATIONS

Scope of Work: The work under this contract consists of stockpiling approximately 7,500 tons of screened sand in the northwestern part of the county. Vendor understands that Oneida County will be using the vendor's pit for the purposes of manufacturing the sand/salt mixture after the sand has been stockpiled. Oneida County shall be granted free access (keys, security codes, etc.) to the pit of the vendor for the purposes of mixing sand and salt, along with free access for removal of the sand/salt for delivery.

A separate bid is required for each pit location. All prices shall include all costs to produce specified materials including royalties.

### SPECIAL PROVISIONS

1. Schedule of Work: The material is to be stockpiled for County use by October 1, 2025, unless an extension is granted by the County Highway Commissioner, or designee.
2. Material Testing: Contractor must sample and test material. The following table is to be used for the gradation of the sand to be used. A sieve analysis shall be provided for each site; test results must be provided to Oneida County.

Sieve size	% Passing
#4	96-100
#10	60-80
AGENDA	30% Max.
#200	0-5

3. Material Weight: The sand will be weighed on either the contractor scale where available or the County's scale and payment will be made on the recorded weight. Should a scale not be available an average truck weight will be used.

### SCHEDULE OF PRICES

Pit Name and Location	UNIT PRICE (per ton)	Total Price
ROCK RUN PIT, CASSIAN	\$ 2.30/TON	17,250. <sup>00</sup>
BLUE LAKE PIT, MINOCQUA	\$ 3.40/TON	25,500. <sup>00</sup>

This bid is submitted by the undersigned bidder to the Oneida County Highway Commissioner in accordance with the advertisement inviting bids.

Company:

PITLIK & WICK, INC.

Address:

8075 COUNTY D, EAGLE RIVER, WI. 54521

Signature:



Date:

8-12-2025

AGENDA



## PROFESSIONAL SERVICES AGREEMENT

**Project:** Oneida County, CTH C, Project ID: 9449-00-00, R/W Acquisition  
**Client:** Oneida County Highway Department  
**Client Address:** 730 W Kemp Street, PO Box 696, Rhinelander, WI 54501  
**Contact:** Alex Hegeman, Oneida County Highway Commissioner  
**Phone:** 715-369-6131  
**Email:** [ahegeman@oneidacountywi.gov](mailto:ahegeman@oneidacountywi.gov)

■ ■ ■

### Description of Services to be performed:

Please see the attached copy of the real estate proposal.

■ ■ ■

### Assumptions:

This agreement is subject to the following assumptions/conditions:

Cost of printing drawings and documents for bidding and construction are not part of this agreement.

■ ■ ■

### Compensation for these services will be as follows:

☐ Lump Sum: \$5,100.00

Our fees for providing these services are as follows:

- Title Reports and Title Updates (To be provided by Engineer): N/A
- Acquisition Services:
  - Nominal acquisition: \$1,400/parcel x 1 parcels = \$1,400
- Appraisal Services:
  - Nominal parcel: \$2,500/parcel x 1 parcel = \$2,500
  - Appraisal Review Services: \$800/parcel x 1 parcel = \$800
- Utility parcels: \$900/parcel x 0 utility parcels = \$0
- Project Management: \$400/parcel x 1 parcel = \$400

Total: \$5,100.00

Document recording fees and certified mail fees will be billed at actual cost in addition to the base compensation.

If more than one on-site meeting is required for any parcel, extra costs will be billed on a time and materials basis at \$160/hour plus mileage.

Services will be billed monthly based on work completed to date, with invoices being due within 30 days of invoice date.

Requested services outside of the defined Description of Services above will be billed on an Hourly Basis according to the rates outlined in the Terms and Conditions.

■ ■ ■

### Schedule:

Please see the attached copy of the real estate proposal.



The services described above will commence upon receipt of a signed copy of this Agreement, subject to all Terms and Conditions on reverse (second page).

Issued for:

Jewell Associates Engineers, Inc.

By: Scott Whitsett \_\_\_\_\_

Title: Vice President \_\_\_\_\_

Signature: *Scott Whitsett* \_\_\_\_\_

Date: August 18, 2025 \_\_\_\_\_

Accepted & Approved for:

Oneida County \_\_\_\_\_

By: Alex Hegeman \_\_\_\_\_

Title: Highway Commissioner \_\_\_\_\_

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

## TERMS AND CONDITIONS

### HOURLY RATES:

Senior Project Manager	\$195
Project Manager	\$160
Senior Engineer	\$160
Staff Engineer	\$130
Senior Design Engineer - EIT	\$120
Design Engineer - EIT	\$105
Professional Land Surveyor	\$160
Senior Survey Technician	\$115
Survey Technician	\$100
Grant Specialist	\$190
Prof. Traffic Operations Engineer	\$175
Real Estate Negotiator	\$160
Real Estate Negotiator Assistant	\$90
Administrative/Clerical	\$105
Mileage	IRS Rates

*\* Rates are subject to change*

### TERMINATION:

This Contract may be terminated at any time upon seven (7) calendar days' notice by either party should the other party fail to perform its obligations hereunder. In the event of termination for any reason whatsoever, the Client shall pay the Consultant for all services rendered to the date of termination, and all reimbursable expenses incurred prior to termination.

### ATTORNEY'S FEES:

In the event of any litigation arising or related to this Contract or the services provided hereunder, the prevailing party shall be entitled to recover from the non-prevailing party all reasonable costs incurred, including staff time, court costs, attorney's fees, and all other related expenses in such litigation.

### CONSEQUENTIAL DAMAGES:

Notwithstanding any other provision of this Contract, and to the fullest extent permitted by law, neither the Client nor the Consultant, their respective officers, directors, partners, employees, contractors or subconsultants, shall be liable to the other or shall make any claim for incidental, indirect or consequential damages arising out of or connected in any way to the project or to this Contract. This mutual waiver of consequential damages shall include, but is not limited to, loss of use, loss of profit, loss of business, loss of income, loss of reputation or any other consequential damages that either party may have incurred from any cause of action including negligence, strict liability, breach of contract and breach of strict or implied warranty.

### INDEMNIFICATION:

The parties to this contract shall, to the fullest extent permitted by law,

indemnify and hold harmless the other parties to this contract, their officers, directors, partners, employees, agents, and subconsultants from and against all damage, liability and cost, including reasonable attorney's fees and defense costs, arising out of or in any way connected with the performance of the services under this Contract, excepting only those damages, liabilities, or costs attributable to the sole negligence or willful misconduct.

### OWNERSHIP OF INSTRUMENTS OF SERVICE:

All reports, drawings, specifications, computer files, field data, note and other documents and instruments prepared by the Consultant as instruments of service shall remain the property of the Consultant. The Consultant shall retain all common law, statutory and other reserved rights, including the copyright thereto.

### TIMELINESS OF PERFORMANCE / DELAYS:

The Consultant will perform services under this Contract with reasonable diligence and expediency consistent with sound professional practices. The Client agrees that the Consultant is not responsible for damages arising directly or indirectly from any delays for causes beyond the Consultant's control. For purposes of this Contract, such causes include, but are not limited to, strikes or other labor disputes; severe weather disruptions or other natural disasters; failure of any government agency to act in a timely manner; failure of performance by the Client or the Client's contractors or consultants; or discovery of any hazardous substances or differing site conditions. If the delays resulting from any such causes increase the cost or time required by the Consultant to perform its services in an orderly and efficient manner, the Consultant shall be entitled to an equitable adjustment in schedule and/or compensation.

If the basic services covered by this Agreement have not been completed within 12 months of the date hereof, through no fault of the Consultant, extension of the Consultant's services beyond that time shall be renegotiated.

### DELIVERY OF ELECTRONIC FILES:

In accepting and utilizing any drawings, reports and data on any form of electronic media generated and furnished by the Consultant, the Client agrees that all such electronic files are instruments of service of the Consultant,

who shall be deemed the author, and shall retain all common law, statutory law and other rights, including copyrights.

The Client agrees not to reuse these electronic files, in whole or in part, for any purpose other than for the Project. The Client agrees not to transfer these electronic files to others without the prior written consent of the Consultant. The Client further agrees to waive all claims against the Consultant resulting in any way from any unauthorized changes to or reuse of the electronic files for any other project by anyone other than the Consultant. In addition, the Client agrees, to the fullest extent permitted by law, to indemnify and hold harmless the Consultant, its officers, directors, employees and subconsultants (collectively, Consultant) against all damages, liabilities or costs, including reasonable attorney's fees and defense costs, arising from any changes made by anyone other than the Consultant or from any reuse of the electronic files without the prior written consent of the Consultant.

In the event of a conflict between the signed construction documents prepared by the Consultant and electronic files, the signed or sealed hard-copy construction documents shall govern.

Under no circumstances shall delivery of electronic files for use by the Client be deemed a sale by the Consultant, and the Consultant makes no warranties, either express or implied, of merchantability and fitness for any particular purpose. In no event shall the Consultant be liable for indirect or consequential damages as a result of the Client's use or reuse of the electronic files.

### LIMITATION OF LIABILITY:

To the maximum extent permitted by law, the Client agrees to limit the Consultant's liability for the Client's damages to the sum of \$25,000 or the Consultant's fee, whichever is greater. This limitation shall apply regardless of the cause of action or legal theory pled or asserted.

### DISPUTE RESOLUTION:

Any claims or disputes between the Client and the Consultant arising out of the services to be provided by the Consultant or out of this Contract shall be submitted to nonbinding mediation unless the parties mutually agree otherwise.

August 18, 2025

Via Email Delivery: [ahegeman@oneidacountywi.gov](mailto:ahegeman@oneidacountywi.gov)

Oneida County Highway Department  
c/o Alex Hegeman, Oneida County Highway Commissioner  
730 W Kemp Street  
PO Box 696  
Rhineland, WI 54501  
Phone: 715-369-6131  
Email: [ahegeman@oneidacountywi.gov](mailto:ahegeman@oneidacountywi.gov)

Re: Quote for Acquisition Services  
Project ID: 9449-00-00, CTH C, No. BR. Pelican River Bridge  
Rhineland – USH 45  
Town of Stella, Oneida County

Dear Mr. Hegeman:

Below is an itemized acquisition services quote for the Oneida County: CTH C, No. BR. Pelican River Bridge, Project ID: 9449-00-00:

- Assist Oneida County with the acquisition capabilities statement.
- Assist Oneida County with the approval process of the relocation order and right of way plat, if required.
- Coordinate with the WisDOT Local Program Real Estate Manager, all the necessary documentation required as well as input all the data entry and support documentation in READS that WisDOT requires.
- Prepare Staking Photos documentation
- Negotiation and acquisition of all parcels
  - Will prepare all the necessary acquisition documents for all parcels:
    - Introduction/Staking letters
    - Offer letters
    - Partial Release of Mortgage letters
    - Negotiation diaries
    - Conveyances
    - Nominal Waiver of Appraisal forms
    - Statement to Construction Engineer forms
    - W9 forms
    - Check to owner letters
    - Copy of recorded conveyance letters
- Jewell Associates Engineers, Inc. would appraise parcel 1 up front and the fee for each standard short form appraisal report is \$2,500/parcel and will be an additional cost at a later date.
- Radichel & Associates would be the Review Appraiser for both parcels and their fee is \$800/appraisal review.

- *Prepare Offering Price Reports*
- *Review owner appraisals when applicable*
- *Prepare Administrative Revisions when applicable*
- *Prepare Jurisdictional Offers (in coordination with the acquiring agency's legal counsel)*
- *Prepare Award of Damages (in coordination with the acquiring agency's legal counsel, any costs incurred after the issuance of the Award of Damages will be considered additional and will be the responsibility of the acquiring agency).*
- *This proposal assumes the property owners are willing sellers and one on-site meeting will be held per parcel. If more than one on-site meeting is required for any parcel, extra costs will be billed on a time and materials basis at \$160/hour plus mileage.*
- *Notify Oneida County to prepare checks for property owners and send to Jewell Associates Engineers, Inc. for all the acquisition payments.*
- *Prepare Real Estate Transfer forms.*
- *Send check packages to the owners via certified mail and include copies of the executed copies for each parcel as well as include a real estate closing statement.*
- *Recording of conveyances and partial release of mortgages at the Oneida County Register of Deeds office. The recording fees for each parcel will be billed out to the County.*
- *Effective August 1, 2025, all certified mail fees for each parcel will be billed out to the County.*
- *Will send a recorded copy of the conveyances to each owner via certified mail.*
- *Will provide a copy of all the final Statement to Construction Engineer forms to the Engineer.*
- *Project Status Reports will be provided by Jewell Associates Engineers, Inc. to the acquiring agency upon request.*

*In order to achieve all the Right of Way cleared by: August 1, 2026, the following schedule below outlines our approach to meeting the milestones for a successful project delivery based on having the Right of Way Plat and Relocation Order finalized and approved on October 1, 2025:*

<b>Task</b>	<b>Date</b>
<i>Authorization to Proceed</i>	<i>9/2/25</i>
<i>Send introduction letters with staking verbiage included</i>	<i>11/1/25</i>
<i>Appraisal and Offering Price Report submitted to County</i>	<i>1/8/2026</i>
<i>Appraisal and Offering Price Report approved by County</i>	<i>1/9/2026</i>
<i>All appraisal offers to owners</i>	<i>1/10/2026</i>
<i>60-day timeframe for owners to obtain second appraisal expires</i>	<i>3/11/2026</i>
<i>All Jurisdictional Offers mailed</i>	<i>3/12/2026</i>
<i>20-day timeframe to expire on Jurisdictional Offers</i>	<i>4/1/2026</i>
<i>All parcels acquired (by Conveyance or Award of Damages)</i>	<i>4/2/2026</i>

*Our fees for providing these services are as follows:*

- *Title Reports and Title Updates (To be provided by Engineer): N/A*
- *Acquisition Services:*
  - *Nominal parcels: \$1,400/parcel x 1 parcel = \$1,400*
- *Appraisal Services: \$2,500/parcel x 1 parcel = \$2,500*
  - *Appraisal Review Services: \$800/parcel x 1 parcel = \$800*
- *Utility parcels: N/A ~ \$900/parcel x 0 parcels = \$0*
- *Project Management: \$400/parcel x 1 parcel = \$400*

**Total: \$5,100.00**

*Thank you for the opportunity to provide a proposal for this project. We appreciate the consideration. If you have any questions please call me at 715-828-1248 or email:*

[laura.humphrey@jewel](mailto:laura.humphrey@jewel) AGENDA  
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*Sincerely,*

**JEWELL Associates Engineers, Inc.**



*Laura J. Humphrey, SR/WA*

AGENDA

**Complaints Received**

Date	Highway	Location	Complaint	Actions Taken	Date Resolved
4/25/2023	River St	1800 and 2000	C&G Repair	On concrete list	
8/2/2023	River St	Near 1820	Curb/apron repair needed	On concrete list	
8/16/2023	H	Near 8569	Tree leaning over road	No tree leaning, but dead tree found. On tree list	
2/15/2024	H	Near 8877	Wants gravel added in front of mailbox	Will add gravel in spring	
6/5/2024	River St	1716 River St	Curb/apron repair needed	On concrete list	
6/11/2024	C	Near 2455	Inlet higher than road elevation, water not draining properly	Will look at, possibly add to C&G/inlet repair list	
6/11/2024	32	Near 602	Dead tree is hazard	Added to DOT work list	
11/20/2024	W		Ditchline needs to be filled in	Will look at	
4/28/2025	W	Near 4230	Large oak tree leaning hard over road	Need to drop communication line	
5/6/2025	W	4020 Bozile Rd	Dead tree leaning over W	Need to drop communication line	
5/14/2025	Q	Near Chicago Point Rd	Overhead line seems too low	Working with Charter	
5/27/2025	17	Near Old 8 Rd	"firewood" sign in R/W	Will talk to DOT	
5/30/2025	G	Eagle Lake Road	Dept. machinery parked on private road caused washboarding	Notified Ben	
6/16/2025	W	4111 CTH W	Snow plow created berm resulting in flooding of driveway	On list to look at	
6/17/2025	51	Near Moto Mart	Washout causing gravel to fill in ditch	Ben will look at with DOT	
6/19/2025	8	Near 6891	Water washing out driveway	Will look at with DOT	
6/24/2025	D	H Intersection	Too many run off road accidents, maybe add rumble strips	Looking into different ideas	
7/14/2025	Y	1/4 mile from 51	Trash on side of road	On list to pick up	
7/30/2025	51	Near 7735	Culvert filling up with gravel under roadway	Will look at	
8/4/2025	Y	Unsure	Grass needs to be mowed	Explained that we're working on it	
8/4/2025	45	Near 7466	Dead coyote	Could not find address or coyote	8/4/2025
8/9/2025	K	At Harshaw Road	Stop Sign down	Temp fix 8/9, Perm fix 8/11	8/11/2025
8/9/2025	45		Tree down in road	Pushed tree off 8/9	8/9/2025
8/10/2025	Kemp St	Near Culvers	Tree blocking one lane	Pushed tree off 8/10	8/10/2025
8/11/2025	D	Near Wautosa Circle	Tree in vision triangle	On brushing list	
8/11/2025	47	Near 7107	Branch down blocking driveway	Removed branch 8/11	8/11/2025
8/12/2025	G	Construction Zone	Oily substance on inside of wheel well difficult to remove	Recommended using pressure washer wand at car wash	8/12/2025
8/13/2025	G	703 CTH G	Obstructed view of driveway	Forwarded Sign Request Form	
8/14/2025	USH 8	Intersection Old School Road	Loose gravel in intersection danger to motorcyclist		

## AGENDA