

NOTICE OF MEETING

COMMITTEE: ONEIDA COUNTY PUBLIC WORKS
PLACE: ONEIDA COUNTY HIGHWAY DEPARTMENT
730 W. KEMP STREET, RHINELANDER, WI
DATE: THURSDAY, JUNE 11, 2026 **TIME:** 8:00 AM

The Public Works Committee consists of a quorum of County Board Supervisors that also sit on the Executive Committee and the Planning and Development Committee; however, those committees will not take any formal action at this meeting. 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
2. Approve agenda
3. Approve minutes of the Public Works Committee meeting held May 28, 2026
4. Public comments
5. Future meeting dates
6. Approve Vendor Vouchers
7. 2027 Staffing Request
8. Sand Lake Boat Landing Launch
9. Request for Jurisdictional Transfer of Willow Road, Town of Lynne and Pine Lake Road and Squirrel Lake Road, Town of Minocqua to the Oneida County Highway System Update
10. Equipment Updates
11. Complaint Status Report
12. Commissioner's Report
13. Future agenda items
14. Public comments
15. Adjourn

NOTICE OF POSTING

TIME: 4:30 PM DATE: 06/09/2026 PLACE: COURTHOUSE & HIGHWAY DEPARTMENT

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: 06/09/2026 TIME: 4:30 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 COMMITTEE MEETING
MINUTES**

**Oneida County Highway Department Conference Room
Thursday, May 28, 2026 8:00 a.m.**

Committee members:	Present	Excused	Absent
Ted Cushing	X		
Bob Almekinder	X		
Billy Fried	X		
Dan Hess	X		
Greg Oettinger	X		

Also Present: Ben Rich/Highway Commissioner, Jeri Cooper/Highway, Dan Gleason/Highway and Mike Kortenhof/Public

1. Call to order and Chairperson's announcements

Chair Ted Cushing called the Public Works Committee meeting to order at 8:00 am noting the meeting was properly posted and ADA accessible.

2. Approve agenda

Motion by Oettinger/Hess to approve the agenda. Motion carried.

3. Approve minutes of the Public Works Committee meeting held May 14, 2026

Motion by Fried/Almekinder to approve the minutes that were provided for the meeting on May 14, 2026. Motion carried.

4. Public comments

Mike Kortenhof commented there was an Adopt a Highway sign on CTH A across from Poplar Drive that had spray paint on it for over a month that had not been taken down.

5. Future Meeting Dates:

- June 11, 2026
- June 25, 2026

6. Approve Vendor Vouchers

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

7. April Budget to Actual and Invoices Paid Reports

Rich reported general/winter maintenance would be over budget by an estimated \$200,000 to \$300,000 depending on the next winter season.

Gleason commented the general maintenance continuing appropriation was shrinking year after year and would likely be depleted by the end of the year.

Fried commented he felt Rich should notify the Administrative Coordinator so the executive committee would be made aware the department would eventually likely be looking for additional funding for that deficit.

Rich noted the department was looking for additional work for other departments.

Fried commented they got off to a rough start the previous winter with the snow as well as the committee pushing the department to be more aggressive in regard to winter maintenance.

Rich confirmed the increased level of service resulted in more hours on the road and more materials used.

Fried commented there needed to be further discussion on the effect of the four-day workweek.

8. Staffing Update

Rich reported Jeri Cooper submitted her retirement date of August 3 noting the position would be posted internally adding one of the two vacant crew positions was posted. Rich explained they were planning to leave one of the positions open until winter to help with the anticipated budget deficit; however, they had only filled three of the eight approved summer LTE positions.

Fried recommended bringing the LTE wage schedule to the executive committee.

Gleason confirmed the year 1 LTE wage rate was \$18.73, year 2 was \$19.80 and year 3 was \$21.40.

Fried recommended hiring for both open positions if there are two good candidates.

9. Sand Lake Boat Landing Launch Fee Program

Mike Kortenhof commented he did not understand why the County implemented the launch fee noting the Town of Sugar Camp was maintaining the landing up until the previous year. Kortenhof commented the current system was discriminatory as he did not know how to use that type of system on his phone, however, he would be willing to pay \$5 cash.

Cushing explained he understood the Town was taking care of it but now it was the County's responsibility and changes were needed that would require funding.

Kortenhof commented there was no communication with the Town regarding the launch fee.

Fried explained a company was hired to handle the billing and enforcement of the launch fees.

Cushing noted the Town of Hazelhurst's launch fees are deposited into a box.

Kortenhof commented he would pay \$5 cash into a box but he would not pay \$10 nor would he pay by phone. Kortenhof commented he felt the Town would be willing to maintain the grounds but would not want to be responsible for repairs or improvements.

Hess suggested having corporation counsel draft a MOU that leaves ownership with the County with the Town continuing to maintain it. Hess recommended tabling the issue until the Town Chair could attend a meeting and talk to Tracy regarding corporation counsel drafting a MOU prior to meeting with the Town.

10. Request for Jurisdictional Transfer of Willow Road, Town of Lynne and Pine Lake Road and Squirrel Lake Road, Town of Minocqua to the Oneida County Highway System update

Rich reported there were many questions regarding the cost to the County related to the jurisdictional transfer so he started with developing round numbers that would be added to the County's current maintenance budget. Rich explained there would be about a 17 percent increase, requiring about \$250,000 for summer maintenance and about \$120,000 for winter maintenance. Rich noted the towns would need to be paid for any maintenance performed by the towns so it would still be an expense. Rich commented he could not come up with a cost per mile for reconstruction of the road because if State or Federal funds are used it

must be designed and built to County standards. Those standards are a minimum of 11 foot lane width with 3 foot shoulders which gets into the environmental side since filling a swamp is frowned upon. Rich explained the STP that was approved for Lynne was only 1.2 miles at a projected cost of \$4 million noting the almost 28 miles of road length. Rich confirmed the County GTA would not increase fully for five years until the additional expenses became part of the 5-year average costs.

Gleason explained even if spending increased exponentially beginning the following year it would take at least five years for the GTA to catch up so the County would be operating at a deficit. In addition to both towns losing the GTA funding for those roads, the \$4 million of STP funding for construction might be lost if it could not be transferred to the County.

Gleason explained that even if the maintenance budget broke even for the current year the lack of any continuing appropriation funds would place the maintenance budget at a \$300,000 deficit for the following year. Gleason noted the maintenance budget would need to increase from \$800,000 to \$1.1 million before adding \$370,000 for the maintenance of the additional lane miles if transferred to the County.

Rich commented he would continue to get better numbers for the construction costs.

Almekinder acknowledged the road was within the district he represents and this was problem for the Town but he also represents the County. Almekinder commented the southern portion of Willow Road would be difficult to fix because it was built over a swamp.

Gleason noted Lynne had not applied for the Local Road Improvement Program funds since 2010 or 2011 so they would be at the top of the list for eligibility.

Almekinder explained 80 percent of the land in the town was either county or state owned and the town could not even afford to borrow the money for the matching funds. Almekinder noted there was a section of Pine Lake Road in Minocqua that was also on poor condition.

Rich commented the Town believed the wheel ruts were a safety issue noting if it was a county road, the first thing he would do is pave the wheel tracks.

Almekinder noted the Town discussed removing the blacktop and making it a gravel road or adding weight limits, which would kill the forestry industry.

Fried recommended bringing back harder numbers and meet with representatives of the Town prior to making a recommendation to the board.

Almekinder commented the big issue was the cost to fix the southern portion of Willow Road noting the projected cost of \$4 million to reconstruct 1.2 miles.

Almekinder confirmed the Town might continue to receive a percentage of the timber sales if the County took over the road since other Town roads could be used for forestry.

Fried commented they should get firmer numbers and see if there was something they could do with the town.

Cushing suggested creating a document using bullet points outlining the issues they were facing.

11. Approve Tweet Garrot Proposal for Shop Safety Repairs

Rich reported the shop superintendent discovered one of the eyewash stations did not have water running to it explaining the water line supplying the station was in concrete and capped because it was leaking. Tweet Garrot proposed running new copper pipe up the wall and across the ceiling to reestablish the water supply. In addition, based upon the square footage of the shop OSHA standards require three eyewash stations and a shower so the quote included the cost to install a third eyewash station and a shower. Rich reported there were funds available in the buildings and grounds account to cover the cost of the project. Hess suggested using pex instead of copper to reduce the cost.

Motion by Cushing/Hess to go with the Tweet Garrot quote on the eye stations and the shower in the amount of \$19,800 with the question of when the work can be done and can pex be used instead of copper without advertising because it is an emergency. Motion carried.

12. Equipment Updates

Rich reported delivery of a new tandem patrol truck ordered in 2022 and the new commissioner truck was picked up.

13. Complaint Status Report

Rich reported they were working through the list as time allowed. Rich noted there were new complaints of damage to mailboxes as people returned for the summer and discovered their mailboxes were down. Rich explained mailboxes that were damaged resulting from contact with a plow are replaced using a temporary stand until being fixed in the spring.

14. Commissioner's Report

Rich reported work started on the CTH K project and the CTH E project was scheduled to begin on June 4. Rich commented they were working with the State to do more patching on STH 70 to address safety concerns. Rich reported on the County system they were repairing washouts when found and wedging the wheel tracks on CTH G. Rich commented the City had been working further out including picking weeds out the roundabout in an effort to beautify the City.

15. Future Agenda Items

- Jurisdictional transfer request update
- Sand Lake boat landing

16. Public comments

None

17. Adjourn

Meeting adjourned at 9:13 am

Committee Chairman

Committee Secretary

ONEIDA COUNTY – 2027 STAFFING RENEWAL REQUEST FORM

*****Renewal of existing LTE position*****

Use this form to renew or change a current LTE position in your department for the coming budget year. The LTE position must be in your current year budget to use this form.

DEPARTMENT: Highway

LTE POSITION TITLE: Highway Laborer w/CDL **NUMBER OF POSITIONS:** 7

FUNDING SOURCE(S) – BE SPECIFIC Hwy Budget, construction/maint. State RMA

<u>STATUS</u>	<u>CURRENT</u>	<u>PROPOSED</u>
HOURLY WAGE:	<u>21.21</u>	<u>23.21</u>
ANNUAL HOURS REQUESTED:	<u>1200</u>	<u>1200</u>
EMPLOYEMENT STATUS (full, part-time, LTE, contract, other)	<u>seasonal</u>	<u>seasonal</u>

Explain what duties this position will perform and why this position/staffing request is necessary in providing overall services for your department?

Perform Traffic control, mowing ROW, mowing center medians, Route and seal operations, small equipment operation. Also, take place of full time employees when sick or vacation. CDL LTE are able to fill in.

What approaches have been considered and/or implemented to ensure this position/staffing request is the most cost effective option?

LTE's with CDL's have been utilized to fill most positions allowing the full time employees to perform the more skilled and or licensed work.

Use the most current Efficiency Team Report to provide details on the program(s) this position will serve.

<u>Program</u>	<u>Percentage of Time</u>	<u>Mandated (Federal, State or Local), Desirable, Core, or Exclusive</u>	<u>Efficiency Study Priority Ranking</u>
County Maint.	40	State	384
State Maint.	40	Exclusive	384
Construction	10	Exclusive	360
Other Gov.	10	Desirable	305
County Const.	10	Desirable	278

DEPARTMENT HEAD SIGNATURE _____ **Date** _____

Committee of Jurisdiction reviewed and approved this request on (date) _____.

Executive Committee reviewed and approved this request on (date) _____.

ONEIDA COUNTY – 2027 STAFFING RENEWAL REQUEST FORM

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Use this form to renew or change a current LTE position in your department for the coming budget year. The LTE position must be in your current year budget to use this form.

DEPARTMENT: Highway

LTE POSITION TITLE: Highway Laborer **NUMBER OF POSITIONS:** 7

FUNDING SOURCE(S) – BE SPECIFIC Hwy Budget, construction/maint. State RMA

<u>STATUS</u>	<u>CURRENT</u>	<u>PROPOSED</u>
HOURLY WAGE:	<u>19.22</u>	<u>21.21</u>
ANNUAL HOURS REQUESTED:	<u>1200</u>	<u>1200</u>
EMPLOYEMENT STATUS (full, part-time, LTE, contract, other)	<u>seasonal</u>	<u>seasonal</u>

Explain what duties this position will perform and why this position/staffing request is necessary in providing overall services for your department?

Perform Traffic control, mowing ROW, mowing center medians, Route and seal operations, small equipment operation. Supporting full time employees.

What approaches have been considered and/or implemented to ensure this position/staffing request is the most cost effective option?

LTE's have been utilized to fill some positions allowing the full time employees to perform the more skilled and or licensed work.

Use the most current Efficiency Team Report to provide details on the program(s) this position will serve.

<u>Program</u>	<u>Percentage of Time</u>	<u>Mandated (Federal, State or Local), Desirable, Core, or Exclusive</u>	<u>Efficiency Study Priority Ranking</u>
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DEPARTMENT HEAD SIGNATURE _____ **Date** _____

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Executive Committee reviewed and approved this request on (date) _____.

LEVEL 2	Non-Exempt	Year 2		Year 3		
	Grade Level	90% Step 1	90% Step 3	90%CP		
Asst Dive Team Leader	I	24.54	25.95	28.05		On Going
Deputy Emg Mgt Director	I	24.54	25.95	28.05		on going
Forestry Specialist (SFI Forester)	H	22.62	23.91	25.85		Seasonal
Forestry Specialist (County Forester)	H	22.62	23.91	25.85		Seasonal
Dive Team Master	H	22.62	23.91	25.85		On Going
Dive Team Member	G	20.66	21.84	23.62		On going
Laborer w/CDL	G	20.66	21.84	23.62		Seasonal
Legal Secretary/Court Clerk	G	20.66	21.84	23.62		On going/Proj/Fill-in
Project Leader	G	20.66	21.84	23.62		On going/Project
Scale Operator	F	18.73	19.80	21.40		On going
Project Assistant	D	16.29	17.23	18.62		On going/Project

LEVEL 1	Non-Exempt	Year 2		Year 3		
	Grade Level	90% Step 1	90% Step 3	90%CP		
Laborer	F	18.73	19.80	21.40		On going/seasonal
Laborer 2	E	17.27	18.26	19.74		
Bailiff	D	16.29	17.23	18.62		On Going
Bus Driver	C	15.34	16.21	17.52		On going/Fill-in
Administrative Support	B	14.36	15.17	16.41		On going/Proj/Fill-in
4-H Youth Development Coordinator	B	14.36	15.17	16.41		Seasonal
Nutrition Site Manager	F	18.73	19.80	21.40		On going
Project Coordinator	B	14.36	15.17	16.41		On going/Project
Summer Horticulture Asst.	B	14.36	15.17	16.41		Seasonal
HWY Summer Technician	F	18.73	19.80	21.40		On going

*When LTE is a returning employee, rate may be set at termination wage rate or a rate determined by the HR Director and Department Head based on market and experience.

When calculating wage for LTE use the non-exempt schedule from prior year.

(Rates above for 2026 LTE Schedule are based on 90% of 2025 Non Exempt Schedule)

LTE TYPE: positions have been placed in a category based on current positions. Category can be changed with approval of HR Director

Seasonal: Must be off 6-months between employment dates. May work more than 30hr/week. Can't exceed 1200 hours in rolling calendar year

On-going: Must work less than 29.75 hours per week/cannot exceed 1200 hours in rotating calendar year.

Project: Must work less than 29.75 hours per week/cannot exceed 1200 hours in rotating calendar year.

Fill-in/emergency: Must work less than 29.75 hours per week/cannot exceed 1200 hours in rotating calendar year.

Citizen Member Juror

19.80/half day

AGENDA