

**JOINT ONEIDA COUNTY PUBLIC WORKS/PLANNING & DEVELOPMENT/LABOR
RELATIONS & EMPLOYEE SERVICES COMMITTEE MEETING MINUTES**

**Oneida County Highway Office Conference Room
Thursday, February 24, 2022 8:00 a.m.**

Attendance:	Present	Excused	Absent
Ted Cushing	Via Phone		
Scott Holewinski	X		
Mike Timmons	X		
Sonny Paszak	X		
Bob Almekinder	X		

Also Present: Lisa Jolin/Solid Waste, Alex Hegeman/Highway, Dan Gleason/Highway, Trevor Greene/Lakeland Times and Steve Margitan/Town of Little Rice

Vice Committee Chair Scott Holewinski called the Public Works Committee meeting to order at 8:00 a.m. noting the meeting was properly posted and ADA accessible.

1. Approve agenda

Motion by Paszak/Cushing to approve the agenda as amended. Motion carried.

2. Approve the minutes of the Public Works Committee meeting held February 10, 2022.

Motion by Timmons/Paszak to approve the minutes of the Public Works Committee meeting held February 10, 2022 as presented. Motion carried.

3. Public Comments

No public comment.

SOLID WASTE DEPARTMENT

4. General Business Discussion/Act

A. Solid Waste vendor vouchers

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

5. Solid Waste Report/Discussion

• General Business

Jolin reported the turbo had been repaired and the 1500 service completed on the loader. JWR would be on site to repair the recycling bailer, the software company was working to add an additional line to temporarily add a 4 percent fuel surcharge until the prices are updated in July and applications from the previous job posting at the Highway Department were being reviewed with LRES for consideration at Solid Waste.

6. Future Agenda Items

- Pricing update
- Demo 5 barrier
- Line item transfers

HIGHWAY DEPARTMENT

7. General Business Discussion/Act

A. Highway Department vendor vouchers

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

B. Out of County Travel for up to 5 employees to attend University Of Wisconsin Pesticide Applicator Training and Wisconsin Department of Agriculture Certification Testing – date and location to be determined based upon availability

Hegeman reported the certification was good for five years noting the State was willing to pay for two employees to attend.

Motion by Paszak/Almekinder to approve the out of county travel for up to 5 employees to attend University of Wisconsin Pesticide Applicator Training and Wisconsin Department of Agriculture Certification Testing with the date and location to be determined by the commissioner. Motion carried.

C. Out of County Travel for commissioner to attend the Wisconsin County Highway Association 2022 Commissioner's Spring Training Conference, March 22 & 23, 2022 in Wausau Wisconsin.

Motion by Paszak/Almekinder to approve the out of county travel for commissioner to attend the Wisconsin County Highway Association 2022 Commissioner's Spring Training Conference, March 22 & 23, 2022 in Wausau Wisconsin. Motion carried.

8. Discussion Only – evaluation of 2021 chip seal operation

Timmons directed Hegeman to obtain an estimate from an outside entity prior to sharing the department's estimate of cost for comparison. Holewinski further directed Hegeman to ask for quotes from Fahrner and Pitlik & Wick.

Motion by Timmons/Paszak put the chip seal out for bid then review to accept or deny at that point. Motion carried.

9. Discussion/Act on request for temporary additional Equipment Operator position

Hegeman reported an employee was on leave since the beginning of the year with intentions to retire on April 1, so he was requesting a temporary position be created until the time of the employee's planned retirement.

Motion by Timmons/Paszak to approve forwarding the request to fill the position prior to retirement to LRES. Motion carried.

10. Discussion/Act on 2022 CTH D construction bid results and award of project

Hegeman reported 2 bids were received:

- Pitlik & Wick, Inc. \$512,440.44
- Northeast Asphalt \$584,922.75

Hegeman commented although the low bids were more than originally estimated there were sufficient funds available to complete the projects.

Motion by Timmons/Almekinder to approve the low bid from Pitlik & Wick for the CTH D Project. Motion carried.

11. Discussion/Act on 2022 CTH Z construction bid results and award of project

Hegeman reported 2 bids were received:

- Northeast Asphalt \$619,310.80
- Pitlik & Wick, Inc. \$682,242.00

Motion by Timmons/Paszak to approve the low bid from Northeast Asphalt for the CTH Z Project. Motion carried.

12. Discussion/Act on CTH B/Wolf River culverts engineering services proposal results and approval of contract

Hegeman reported the low proposal was from Robert E. Lee at \$18,500 with soil boring for an additional \$2,700. The proposal was to include working with the DNR to do an analysis to determine what structure fits best in that area and would be most cost effective. Hegeman reported he did not think the project would require any land acquisitions, however, it was an option at an additional cost if needed.

Motion by Almekinder/Paszak to accept the low bid from Robert E. Lee and Associates for the engineering. Motion carried.

13. Discussion/Act on updated Bipartisan Infrastructure Law funding applications and additional projects for consideration

Hegeman reported Westbrook was preparing estimates and plans for CTH L for 2022. Hegeman commented there were 3 other projects for the June cycle that would be good for the program but due to those projects complexity he was requesting approval to seek help with the estimates.

Motion by Paszak/Almekinder to approve the commissioner send out a RFP for engineering services to determine cost estimates for future funding applications. Motion carried.

14. Discussion/Act on approval of 2022 Wisconsin DOT Agreement for Performance Based Maintenance for crack filling on USH 51

Holewinski directed Hegeman to report back to the committee following completion of the project.

Motion by Timmons/Almekinder to approve the 2022 Wisconsin DOT Agreement for Performance Based Maintenance for crack filling on USH 51. Motion carried.

15. Discussion/Act on approval of 2022 Wisconsin DOT Agreement for Discretionary Maintenance for culvert repair on USH 51

Hegeman reported agreement was to replace sections of culvert under the paved shoulder with the project costs charged as time and materials.

Motion by Paszak/Almekinder to approve the 2022 Wisconsin DOT Agreement for Discretionary Maintenance for culvert repair on USH 51. Motion carried.

16. Discussion/Act on approval of Wisconsin DOT Memorandum of Understanding for Portable Changeable Message Signs

Hegeman reported this was a standard agreement that stated the County was responsible for maintaining the message boards.

Motion by Timmons/Almekinder to approve the Wisconsin DOT Memorandum of Understanding for Portable Changeable Message Signs. Motion carried.

17. Discussion/Act on chainsaw training for department employees by Forest Industry Safety & Training Alliance, Inc

Hegeman reported the training was previously scheduled a couple years prior but was cancelled due to Covid. Hegeman stated both the Forestry and Buildings & Grounds departments were interested in sending employees so he would like to set up two sessions. Motion by Holewinski/Timmons to approve the commissioner moving forward with the chainsaw training for two courses. Motion carried.

18. Discussion/Act on 2021 Worker's Compensation report

Hegeman indicated this was the same report that had been brought before other committees so it was likely the committee members had already seen the report.

19. Discussion/Act on fuel system installation update

Hegeman reported Northwest Petroleum was on site the previous day but was unfamiliar with the software. Northwest Petroleum requested the software company contact the Highway Department directly to work with setup. Timmons recommended discussing the issue with corporation counsel.

20. Discussion/Act on brine building construction update

Hegeman reported he was working to resolve the discoloration issue that resulted from the exhaust venting noting the final invoice had not been paid.

21. Discussion/Act on relocation of intersection CTH Y and Little Rice Dam Road

Steve Margitan requested permission to move Little Rice Dam Road from its current location that runs through a swamp to higher ground when reconstructed in the future. Margitan stated the adjacent land owner was willing to provide as easement but he would need the committee's permission before he can bring the purchase the easement before the town. Holewinski indicated Hegeman would not approve the relocation of the intersection based on the sight distance to the corner so he brought this before the committee for approval. Motion by Timmons/Paszak to approve the relocation of Little Rice Dam Road approximately 550 feet to the south. Holewinski noted this would be advantageous to the County to get rid of the water hole and it would alleviate the town's cost of that road going through the swamp. Motion carried.

22. Commissioner Report/Discussion

Hegeman reported during the storm on Tuesday, the wing of a patrol truck was clipped by a pickup truck pulling an enclosed trailer resulting in minor damage to the wing. Hegeman noted the driver of the pickup truck was issued multiple citations and the equipment operator was not at fault.

Hegeman reported a mechanic had provided notice he would leaving for another job so he was in the process of reviewing the job description and would get the position posted as soon as possible.

Hegeman noted following a conversation with Holewinski he would be looking at revising the driveway permit.

Hegeman commented repairs to the response trailer were stalled because the DOT was unable to produce a title for the trailer thus far.

Hegeman commented brushing on CTH Z continued when in between snow storms.

23. Future Meeting Dates:

- March 10 and 24, 2022
- April 7 and 21, 2022

24. Future Agenda Items

- Gravel pit development
- Removal of above ground fuel tanks
- Request of ARPA funding for Rhinelander facility generator and cost estimate
- Long-term equipment fund/financing
- Bipartisan Infrastructure Law funding for CTH B/Wolf River culverts
- Revision of driveway permit

25. Public comments

Steve Margitan commented the Town would like to be informed about utility permits in the right of way for their input on those boxes. In addition the industrial land base along CTH L has been sold and the right of way has not been maintained noting it might become an issue once people begin to move in.

26. Adjourn

Meeting adjourned at 8:59 a.m.

Committee Chairman

Committee Secretary