

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

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

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

Also Present: Alex Hegeman/Highway Commissioner, Lisa Jolin/Solid Waste Director via phone and Dan Gleason/Highway

Committee Chair Ted Cushing 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/Almekinder to approve the agenda. Motion carried.

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

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

3. Public Comments

No one from the public present and Zoom was unavailable due to power failure.

SOLID WASTE DEPARTMENT

4. General Business Discussion/Act:

A. Solid Waste vendor vouchers

Motion by Paszak/Timmons to approve the Solid Waste vendor vouchers. Motion carried.

5. Discussion/Act on New Office Progress

Jolin reported a proposal was approved by Holewinski for Hunter Engineering to develop the bid documents and advertise at a cost of \$2,500. Jolin reported bids were due on April 6th with the bid opening at the April 7th meeting. Jolin noted they would then need to go before the CIP Committee, the Administration Committee and finally County Board for approval.

6. Discussion/Act on Fuel Surcharge

Jolin commented the fuel surcharge increased to 8 percent for March adding she was working with the software company to include a line indicating the surcharge is in addition to the standard charges. Timmons requested adding language indicating the surcharge may vary on a month-to-month basis.

7. Discussion/Act on Line Item Transfers

Jolin noted in addition to the \$37,421 allocated for the Demo 3 closure, an additional \$51,454 was transferred from the regular fund balance to make up the difference. Motion by Paszak/Timmons to approve the line item transfers. Motion carried.

8. Discussion/Act on Online Software Classes

Jolin stated the site operator license requires continuing education hours and Nicolet College offered 3 online courses including MS Excel and electronic file management at a cost of \$468.75.

Motion by Cushing/Paszak to approve the online software classes. Motion carried.

9. Solid Waste Report/Discussion

• **General Business**

Jolin reported the scale operator was off until the following Wednesday and the LTE operator was out of town so she was covering the scale.

The new yard technician was scheduled to start the following Monday which should provide enough time to train before the busy season.

Waste Management was considering bringing some loads back which should provide additional revenue.

The sanitary landfill was not producing as much methane as needed continue running so they would be replacing valves and implementing variable speed frequency so that it times itself on and off.

10. Future Agenda Items

- **Demo 5 barrier & pricing update**

HIGHWAY DEPARTMENT

11. General Business Discussion/Act

A. Highway Department vendor vouchers

Motion by Paszak/Almekinder to approve the vendor vouchers. Motion carried.

B. Out of County Travel for up to 3 employees to attend Wisconsin County Highway Association (WCHA) Work Zone Technician Training – date and location to be determined based upon availability

Hegeman requested approval to send 3 of the newer employees.

Motion by Timmons/Almekinder to approve the out of county travel for up to 3 employees. Motion carried.

12. Discussion/Act on 2022 Chip Seal Emulsion Oil Applied and Fogging Oil Applied Bid Results

Company	Seal Coat CRS-2 34,500 Gal	Fog Seal CSS-1H D50 10,000 Gal	Application	Total Price
Fahner/Flint Hills	71,760.00	12,300.00	16,910.00	\$ 100,970.00
Henry G. Meigs LLC	100,050.00	19,200.00	Included	\$ 119,250.00

13. Discussion/Act on Seasonal Weight Postings and Seasonal Overweight Permit

Company	Unit Cost	Total Cost	Total Estimated Cost with Trucking	Estimated Unit Cost
Musson Bros./Shop	\$ 19.88	\$ 11,928.00	\$ 13,554.55	\$ 22.59
Pitlik & Wick/Shop	\$ 16.90	\$ 10,140.00	\$ 13,393.10	\$ 22.32
Musson Bros./Site	\$ 19.88	\$ 11,928.00	\$ 15,994.37	\$ 26.66
Pitlik & Wick/Site	\$ 16.90	\$ 10,140.00	\$ 16,646.19	\$ 27.74

Hegeman suggested discussing agenda items 12 and 13 together. Hegeman reported bids were received for chip seal oil, fog seal oil and aggregate to be used in the department estimate for the upcoming chip seal project.

Hegeman recommended providing the department estimate immediately prior to opening the sealed bids so neither he nor anyone else would know the others numbers ahead of time. Timmons confirmed the Commissioner was to bring everything back including his estimate to the next meeting when the project bids were due.

14. Discussion/Act on 2023-2026 BIL Engineering Services Proposal Results

	CTH P	CTH N	CTH W	Extra	Discounted Total for all 3
Ayres	\$ 1,200.00	\$ 2,500.00	\$ 1,500.00		\$ 4,200.00
Mead & Hunt	\$ 4,800.00	\$ 6,400.00	\$ 7,600.00		\$ 15,500.00
Westwood	\$ 1,300.00	\$ 1,300.00	\$ 1,300.00		\$ 3,700.00
S.E.H.	\$ 1,000.00	\$ 1,200.00	\$ 1,300.00	\$2,200.00	\$ 5,700.00
Corre	\$ 1,000.00	\$ 1,000.00	\$ 850.00		\$ 2,850.00
Cedar Corp	\$ 3,300.00	\$ 3,300.00	\$ 3,300.00		\$ 9,900.00
REL	\$ 500.00	\$ 800.00	\$ 700.00		\$ 1,750.00
JT Engineering	\$ 2,000.00	\$ 3,500.00	\$ 3,500.00		\$ 8,000.00
Westbrook	\$ 2,001.00	\$10,000.00	\$11,750.00		\$ 24,250.00

Hegeman recommended Ayres for the CTH P project since they were doing the design of the Highway 17 by-pass and the Highway 8 by-pass for the DOT and they would be familiar with the area surrounding highway P. Hegeman noted he would like to uses Corre for the CTH W project and REL for the CTH N project so he could get a chance to become familiar with a few different companies at a fairly low cost.

Motion by Timmons/Cushing to approve Ayres, Corre and REL as presented. Motion carried.

15. Discussion/Act on Five-year Road Plan

Hegeman commented the plan was tentative noting for 2022 the projects on CTH Z and CTH D were listed and the culvert project was planned for 2023 with additional funding to come from supplemental CHIP for CTH D. Hegeman commented the supplemental CHIP was split evenly between the 9 counties in the north-central region. Additionally, he believed the design for the CTH D Bridge would be approved for 2023 and design of the CTH L Bridge in 2024. Hegeman noted construction costs for 2022 had increased from \$250K to \$285K per mile from 2021 making it difficult project costs for 2024 and 2025 and the plan may need to be changed. Hegeman noted he would be reaching out to the finance director to let her know there are extra funds available, however, those funds require matching funds from the County. Hegeman added the next cycle of bridge inspections may reveal an additional bridge project that could be included in the next STP solicitation. Hegeman commented he would try to get as much of available funding as possible.

16. Discussion/Act on 2022 WisDOT Construction Projects

Hegeman reported with the additional infrastructure funding, the DOT was pushing up projects to 2022 for USH 8 and USH 45 in Oneida County.

17. Discussion/Act on Approval of Resolution to Request Additional Funding from the General Fund for Two Patrol Trucks

Hegeman reported based upon his request to the CIP Committee for an additional \$200,000 for the patrol trucks, the finance director drafted a resolution to be offered by the Administration Committee to approve the additional funds.

18. Discussion/Act on Request to acquire excess county lands adjacent to County Q by Mark Gatton, the adjoining landowner, in Town of Schoepke, part of new Parcel # SC-148-1, and by John Gatton, the adjoining landowner, in Town of Schoepke, part of new Parcel #SC-148

Hegeman reported this request was similar to previous requests and Land Information was asking how much land would like to be retained.

Motion by Cushing/Paszak to retain 50 feet of the existing right-of-way and forward to Land Information. Motion carried.

19. Discussion/Act on Fuel System Removal Update

Hegeman reported the system was up and running and he was in discussions with Northwest Petroleum regarding the removal of the existing tanks.

20. Discussion/Act on Brine Building Construction Update

Hegeman reported the vent pipes were installed and the HVAC company would come back in the spring to clean the siding and the roof. Hegeman added the snow stops on the roof over the back side of the building had not yet been installed.

21. Commissioner Report/Discussion

Hegeman reported Vilas County was also looking into a generator so he would be using their RFP documents as a template to hire a construction management service to determine the loads and what updates may be required in addition to preparing the bid documents. He noted the CIP committee required full bid prices so those initial costs would come from the department budget. He was checking into the cost to install the generator currently used at Rhinelander at the Minocqua shop. He noted there were four beats including one brine route and the shop had lost power multiple times.

Interviews should be set up for the following week for the equipment operator position noting they were reviewing applications. The Mechanics position was advertised for a second time. Hegeman noted the new CLD requirements might affect future recruitments.

The TRIS, TRID and TRI SMA's should be out soon as well as the CHIP supplemental.

22. Future Meeting Dates:

- April 7 and 21, 2022

23. 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

- 2022 Chip seal estimate and RFB results
- Follow-up on extra funding for 2022
- Update on engineering firm

24. Public comments

No public present

25. Adjourn

Meeting adjourned at 8:53 a.m.

Committee Chairman

Committee Secretary