

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

**Oneida County Highway Department, 730 West Kemp Street, Rhinelander WI  
Thursday, May 23, 2019 at 8:00 a.m.**

<b>Attendance:</b>	<b>Present</b>	<b>Excused</b>	<b>Absent</b>
Robb Jensen, Chair	X		
Scott Holewinski, Vice-Chair	X		
Mike Timmons, Secretary	X		
Ted Cushing	X		
Sonny Paszak	X		

**Also Present:** Bruce Stefonek/Highway, Jeri Cooper/Highway, Dan Gleason/Highway, Scott Tromp and Jill Friday

**Call the Meeting to Order & Roll Call**

Committee Chair Jensen called the Public Works Committee meeting to order at 8:00 a.m.

**1. Approve Agenda**

**Action:** Motion by Cushing/Paszak to approve the agenda.

**Vote:** All 'aye', motion carried.

**2. Approve the Minutes of the Public Works Committee meeting held on May 9, 2019**

**Action:** Motion by Holewinski/Jensen to approve the minutes of the May 9, 2019 meeting as presented.

**Vote:** All 'aye', motion carried.

**3. Chairman's announcements:**

- **Wisconsin Counties Association**
- **Wisconsin Counties Highway Association**

Jensen commented that if committee members wanted more information regarding a topic on the Summer Road School agenda, those attending could bring back information from the conference.

**Highway Department**

**4. General Business Discussion/Act**

**A. Highway Department Vendor Vouchers**

**Action:** Motion by Cushing/Timmons to approve the vendor vouchers as presented.

**Vote:** All 'aye', motion carried.

**B. Out of County Travel:**

None.

**5. Discussion/Act on 2016 to 2018 County Highway Paint Striping Warranty**

**Discussion:** Stefonek reported in addition to warranting the work on CTH H, Fahrner will investigate the other roads striped over the previous two years noting they should provide an answer after July 4<sup>th</sup>.

**6. Discussion/Act on Opening of Proposals and Possible Award of 2019 County Highway Paint Striping**

**Discussion:** Stefonek reported three bids were received:

- Fahrner \$ 71,446.76
- Century Fence \$ 92,404.43
- Langlade County \$ 57,157.38

**Discussion:** Holewinski questioned the specifications. Stefonek stated the specifications were to meet the DOT standard specifications for road and bridge construction. Jensen requested Stefonek to follow up with Langlade County regarding the road prep process. Stefonek stated they blow off the road prior to applying the paint and noted the completion date of August 31, 2019. Stefonek recommended the proposal from Langlade County for the 2019 striping.

**Motion:** Holewinski/Paszak to accept the Langlade County bid for 2019 road striping for \$57,157.38.

**Vote:** All 'aye'; motion carried.

#### 7. Discussion/Act on Buildings and Grounds Fund Balance

**Discussion:** Stefonek reported the capital account balance was for funding capital improvements noting the balance increased annually equal to the depreciation expense of the buildings. Cooper added the depreciation expense of the State owned salt dome offsets the amount deposited into the capital account.

#### 8. Discussion/Act on Proposal for Repairs to the Rhinelander Highway Facility Roof

**Discussion:** Stefonek reported the proposal consisted of a base cost of \$8,247 and depending upon the condition of the existing roof, up to two potential options may be needed at an additional cost of \$4,385. Stefonek reported he would like to bring back the third option to update and repair the roof to a future meeting after the HVAC work is completed. Jensen recommended approving the entirety of the repairs and updates at the discretion of the commissioner.

**Motion:** Jensen/Paszak to approve the repairs to the highway facility roof as presented with the main option and options 1, 2, and 3 for \$15,787.

**Vote:** All 'aye'; motion carried.

#### 9. Discussion/Act on 2019 Gravel Crushing Plan Update

**Discussion:** Stefonek reported an inventory amount of 3,460 tons of gravel so he planned to request proposals to crush 15,000 tons of three-quarter inch gravel at the Klaver Pit located off CTH K noting the pits proximity to proposed Forestry Department ATV trail project.

#### 10. Discussion/Act on 2019 County Highway Rout and Seal Procedures

**Discussion:** Holewinski stated the county roads were not being crack sealed properly.

**Motion:** Holewinski/Timmons to set a policy to route one-inch by one-inch all cracks one-eighth inch and larger, heat-lance the routed crack and over-band a minimum of four inches wide, over-band all cracks under one-eighth with the crew supervisor to periodically check to make sure that the routed is one-inch by one-inch, make sure the crack is routed in the area, and make sure the heat lance does not overheat the blacktop and make it brittle for all county roads.

**Discussion:** Holewinski commented they would not need to redo the work the following year, adding he felt it was the person overseeing the people doing the work is not doing their job. Holewinski noted the policy should state the crew supervisor should oversee and confirm the depth so that the sealing bonds better. Stefonek agreed that one-inch-by-one-inch is better; however, they will be able to do less. Holewinski stated they would get ahead over time. Jensen questioned if guidelines might better allow for technological changes from year to year, why the State feels three-quarter by three-quarter is sufficient, and whether the committee was micromanaging the highway commissioner. Stefonek noted roads with higher speeds will not have the same ride quality with the one-inch by one-inch. Jensen added the issue might be with the supervision of the work and not with the dimension of the

crack seal. Cushing suggested trying the one-inch for one year. Jensen requested the policy be put into Word format and brought back for review following the passing of the motion.

**Vote:** All 'aye'; motion carried.

#### **11. Discussion/Act on Summer Limited Term Employee County Highway Sign Mapping Work Assignment**

**Discussion:** Stefonek reported he was contacted by a college student regarding the County's interest in developing a sign inventory system. Stefonek noted Land Information had started this project a couple of times over the previous nine or ten years but have not followed through noting Mike Romportl felt this would be a good opportunity. Stefonek stated ITS was able to provide the computer, Land Information was able to provide the GPS/camera unit and Highway can provide the vehicle to fulfill the job. Jensen questioned how accurate the mapping would be compared to Mandli. Stefonek noted the DOT recommend against using the system they purchased two years prior and suggested using staff to setup.

#### **12. Commissioner Report/Discussion**

- **Operations Report**

- **Employee Resignation**

- Stefonek reported an employee was resigning to go to work for Intercom where he will be earning an additional \$3 per hour, insurance paid in full and overtime.

- **US 8/STH 47 Intersection Construction**

- Stefonek reported there was an informational meeting scheduled for May 29 from 6 p.m. to 8 p.m. at Rhinelander City Hall regarding the start/end dates and a presentation of safe driving in a round a bout.

- **Potential Capital Improvement Project**

- Stefonek requested the committee members bring any comments to him regarding the Capital Improvements Projects. Stefonek commented the \$12,000 for the LED lighting project is in the expense account but could come from either the expense account or the capital account. Stefonek added he would bring back the fuel system upgrade options, potential brine building expansion and whether to proceed with the next phase of the Barrientos Study recommendations.

#### **13. Future Meeting Dates**

- June 13, 2019
- June 27, 2019

#### **14. Future agenda items**

- Lassig Road, Town of Pelican, Road Aid
- 2018 Highway Annual Report

#### **15. Public Comments**

None

#### **16. Adjourn**

Jensen adjourned the meeting at 9:06 a.m.

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Committee Chairperson

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Committee Secretary