

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

**Oneida County Highway Department Conference Room
Thursday, November 16, 2023 8:00 a.m.**

| Attendance: | Present | Excused | Absent |
|--------------------|----------------|----------------|---------------|
| Ted Cushing | X | | |
| Mike Timmons | X | | |
| Bob Almekinder | | X | |
| Mike Roach | | X | |
| Billy Fried | X | | |

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

Chairman 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.

1. Approve agenda

Motion by Timmons/Fried to approve the agenda. Motion carried.

2. Approve the minutes of the Public Works & Solid Waste Committee meeting held October 19, 2023

Motion by Fried/Cushing to approve the minutes as presented. Motion carried.

3. Public Comments

None

4. Future Meeting Dates:

- December 7, 2023
- December 28, 2023

SOLID WASTE DEPARTMENT

5. General Business

• **Monthly Vendor Voucher and Budget to Actual Reports**

Motion by Timmons/Cushing to accept the reports as presented. Motion Carried

6. Discussion/Act on Pricing/Fee Schedule

Jolin presented an updated fee schedule and outlined the proposed changes noting it was difficult to compare to others as prices were not published. Fried noted he felt the prices were low and recommended looking at labor costs in addition to just the hauling fees. Jolin commented she wanted customers to feel the prices were reasonable in order to discourage the hiding of items in the trash which then would need to be sorted out.

Motion by Timmons/Fried to accept the changes and put the price increase into effect the first of the year. Fried suggested being open to updating pricing as necessary. Motion carried.

7. Solid Waste Report /Discussion

- **Staffing Update**

Jolin reported an employee had unexpectedly retired, however, she did not feel it was necessary to fill the vacancy at that time noting in the future, it might be worth looking into reclassifying the position as seasonal.

8. Future Agenda Items

HIGHWAY DEPARTMENT

9. General Business Discussion/Act

A. Highway Department vendor vouchers

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

B. Invoices Paid Report

Hegeman presented the report noting it was basically a recap of the vendor vouchers. Motion by Fried/Timmons to note the acceptance of the Invoices Paid Report. Motion carried.

C. Vendor Voucher and Budget to Actual Reports

Hegeman noted winter maintenance would likely be over budget with approximately \$87,000 remaining when combined with general maintenance. However, there was funding available from prior years continuing appropriations. Hegeman noted although the mild start to winter does not benefit equipment revenues, the crew was able to take some time off and use PTO rather than general or winter maintenance incurring those costs.

Motion by Timmons/Cushing to accept the Budget to Actual Report. Motion carried.

D. Out of County Travel for Patrol Superintendent on December 6, 2023 for WisDOT “Winter Tech Talk” in Fond du Lac County

Hegeman commented this was a one day yearly event put on by the DOT to discuss winter strategies and statistics.

Motion by Fried/Cushing to approve the out of county travel as presented. Motion carried.

10. Discussion/Act on Five Year Road Plan

Hegeman reported he moved a few things around to maximize the CHIP funding and based upon the final construction costs he might suggest a mill and overlay of a small section of CTH A near the Lincoln County line that was in poor condition. Hegeman noted all the contracts for the bridge and STP designs were signed and moving forward.

11. Discussion/Act on WisDOT 2024 Routine Maintenance Agreement

Hegeman commented the increase in maintenance dollars was used to backfill the winter reserve funds that were used the previous year so the amount of the RMA remained the same.

12. Discussion/Act on Mini Excavator Purchase

Hegeman reported the all of the rental costs for the mini excavator from that year could be applied to the purchase price of the machine reducing the price to \$61,000 vs. \$85,000 for the cost of new a new machine. Timmons questioned if it was used enough to pay for itself rather than continue to rent it as needed. Fried noted the concern was the perception there was a lot of equipment just sitting questioning if there was proof the purchase would pay for

itself. Hegeman noted the rental costs were losses as opposed to the gains from revenue and depreciation that added into to the equipment fund noting the discounted price was the reason he brought it forward. Timmons expressed concern the department was too heavy in equipment noting the item should be brought back when the other committee members were present. Cushing directed Hegeman to talk to other departments as to the extent they would make use of it.

13. Discussion/Act on Equipment Updates

Hegeman reported the proposals for 2 triaxles and 1 single axle patrol trucks were due the last week of November so there would be time to review, bring back to the committee and then develop the resolution for County Board. Hegeman reported there were currently enough trucks to cover the beats but there were a couple issues getting worked through.

14. Discussion/Act on Complaint Status Report

Hegeman reported they took care of most of the complaints noting the crew was on CTH P patching using mastic.

15. Discussion/Act on Generator Design Report

Hegeman comment Almekinder would be bringing back that information.

16. Discussion/Act on 2024 Fee Schedule

Hegeman presented the current fees for permits commenting he would be looking at adding some after-the-fact fees if a permit was not applied for. Timmons commented there should be a report of the work performed so the work can be checked to be certain it was done correctly. Timmons recommended notifying the towns of approved driveway permits on County roads.

17. Discussion/Act on 2024-2025 Bridge Inspections

Hegeman commented KBIS had performed the bridge inspections for the previous 7 to 8 years noting he was happy with work so he would like to continue with KBIS moving into the next year citing upcoming changes to federal requirements for inspections in addition to the new inspections for spans of less than 20 feet such as culverts. Citing the new requirements, Hegeman reported he did not know how much the new fees would be affected by the extra data that would need to be collected.

Motion by Fried/Timmons to approve the use of KBIS as presented for future bridge and possible culvert inspections. Motion carried.

18. Commissioner's Report/Discussion

Hegeman reported they were developing a list of equipment purchases for 2024 including portable message boards noting they have been using the States message boards when available. The crew was repairing CTH P and USH 8 bypass with mastic, snow fence was installed along CTH K with plans for STH 17 in the near future and reclaiming shoulders as the weather permits. Hegeman reported the magnetic lock project that started a few years earlier by the previous commissioner was coming to completion and were in operation. Hegeman reported the DOT contacted the department on October 30th regarding a culvert that had section loss around the water line and fell in on itself salt causing a dip in the road resulting in the closure of 1 lane while working on a plan of action. The DOT instructed the department to prepare to perform the work but later that afternoon moved forward with

having Musson Bros. perform the work with the estimated \$30,000 of funding to come from the RMA. Hegeman commented there was an MOU that lays out how work should be awarded but was open to interpretation, however, \$30,000 was more than the department spent the each of the previous 2 months. Hegeman commented he reported his concern to the DOT about using RMA dollars and wanted to inform the committee he was continuing to raise the issue with the DOT and why he disagreed with their decision.

19. Future Agenda Items

- Equipment updates
- Complaint report
- Generator Project updated design
- Utility Permit and Policy

20. Public comments

None

21. Adjourn

Meeting adjourned at 8:52 a.m.

Committee Chairman

Committee Secretary