

**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, December 5, 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 (Commissioner), Lisa Jolin (Solid Waste), Dan Gleason (Highway) and Kayla Houpp (Lakeland Times).

**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**

**Motion:** Cushing/Paszak to approve the agenda. All ayes; motion carried.

**2. Approve the Minutes of the Public Works Committee meeting held on November 21, 2019**

**Motion:** Cushing/Jensen to approve the minutes of the Public Works Committee meeting held on November 21, 2019. All ayes; motion carried.

**3. Chairman's Announcements**

Jensen noted public comments made under the public comment portion of the meeting could not be responded to by the committee.

**SOLID WASTE DEPARTMENT**

**4. General Business Discussion/Act:**

**A. Solid Waste vendor vouchers**

**Motion:** Holewinski/Cushing to approve the Solid Waste vendor vouchers as presented. All aye; motion carried.

**5. Discussion/Act on 2020 blanket purchase orders**

**Motion:** Jensen/Paszak to approve the 2020 blanket purchase orders as presented. Jolin reported A1 will be hauling the leachate and both Dave & Dean's Quality Tire and O'Reilly Auto Parts were added. All ayes; motion carried.

**6. Discussion/Act on fuel charging**

Jolin reported following researching prices the department would continue to purchase their fuel from the Highway Department.

**7. Discussion/Act on 5-year Solid Waste Capital Improvement Plan**

Jolin stated she updated to the county format noting the estimates for the fabric buildings came from Structures Unlimited. Jolin stated the MERF building was 20 years old with an expected life of 15 years noting there was about \$83,000 from glass recycling that she recommended using toward the building in addition to the bagger machine that could be sold for \$15,000 to \$20,000. Jolin commented since the bagger requires a crew of five to run she would rather sell compost by weight and purchase a skid steer to load customers. Jensen commented regarding the general fund loan, as of the January County Board

meeting there should be a better idea of what County projects would be funded noting the possibility of needing to look to other financing options.

**Motion:** Timmons/Cushing to approve the Solid Waste 5-year Capital Improvement Plan for 2020 through 2024 as presented. All ayes; motion carried. Jensen recommended changing Second Story to Cold Storage.

#### **8. Solid Waste Report/Discussion**

- **Demo Site 4 Update**

Jolin reported the CUP was approved at Planning & Development and Forestry approved the direct sale with logging anticipated to begin this month. Jolin reported she was working with the Finance Director to set up the account for the project. Jolin reported the RFP for the monitoring wells were going through Sand Creek and brought back to committee for approval with installation planned for January. Jolin noted as of November 30, the remaining capacity of Demo Site 3 was about 300 tons with approximately 80 tons taken in over the first few days of December. Holewinski recommended getting quotes and moving forward with the construction of the road through the winter.

- **Operational Update**

Jolin reported:

- Two employees obtained their Site Operators Licenses
- IT was working with the software company to complete the software update
- The 2020 Clean Sweep grant was awarded for approximately the same amount as the previous year
- \$971.02 was collected from an account that was written off the previous May
- Two forklifts were serviced, however, one was red tagged and out of service until repaired

#### **9. Discussion/Act on Closed Session: It is anticipated the committee will go into closed session pursuant to Wisconsin Stats. § 19.85(1)(c) considering employment, promotion, compensation or performance evaluation data of any public employee over which this body has jurisdiction or responsibility (Topic: Solid Waste Director performance evaluation)**

Motion by Holewinski/Paszak to enter into closed session. Roll call vote: All 'aye'; motion carried at 8:25 a.m.

#### **10. Discussion/Act: The Committee will return to open session and may ratify any matter(s) discussed in closed session**

No action taken.

Motion by Cushing/Paszak to return to open session. Roll call vote: All 'aye'; motion carried at 8:41 a.m.

### **HIGHWAY DEPARTMENT**

#### **11. General Business Discussion/Act**

##### **A. Highway Department Vendor Vouchers**

**Motion:** Timmons/Jensen to approve the Highway Department vendor vouchers as presented. All ayes; motion carried.

##### **B. Out of County Travel:**

###### **a. Previously Approved Attendance for Commissioner for the North Central Region Commissioner Meeting**

Jensen reminded the committee to provide the Commissioner with any questions they may wish to have brought up at the meeting.

## **12. Discussion/Act on Town of Three Lakes request for use of County right-of-way for placement of town sign**

Stefonek reported the County owns a strip of land within the State's jurisdiction along STH 45 where the Town of Three Lakes would like to place a welcome sign. Stefonek stated Corporation Counsel had no objection and recommended a resolution for a 99-year lease for \$1.

Motion by Holewinski/Timmons to approve the request for the Town of Three Lakes to place a Town sign in the right-of-way of STH 45 on parcel TL586-2 and bring back a resolution for a 99-year lease for \$1 to the Public Works committee for approval. All ayes; motion carried.

## **13. Discussion/Act on Rhinelander Facility Fuel System Update**

Stefonek reported during the storm on the previous week the fuel system failed when trucks returned to refuel so he brought in an electrician to trace and repair the wiring within the building. Stefonek added the card reader was now also failing. Holewinski noted the new fuel system should include a new card reader. Jensen stated the fuel system update was approved for consideration in January that will dictate how it will be paid for. Holewinski recommended moving forward with replacing the card reader with funds from the Fuel System account. Stefonek reported he was working with the Sheriff's Department to charge on their account at Kwik Trip in the event of an emergency.

## **14. Commissioner Report/Discussion**

### **Operations Report**

- **Three Lakes Shop Heating Ventilation System**

Stefonek reported to date; one quote was received with another expected by the end of the day. The new system will be zoned so if one fails, the rest of the system will continue to operate.

- **Bypass Speed Limit**

Stefonek reported the DOT requested a letter to proceed with a traffic study but informed him prior to an increase to 55 mph, the intersections need to be brought up to date at a cost of \$1.5 million each.

- **Salt Sand Production**

Stefonek reported even with the increase to both sand and salt cost for 2019, the Foreman were able to maintain the cost of salt sand.

## **15. Future Meeting Dates**

- December 19, 2019
- January 9, 2020
- January 23, 2020

## **16. Future agenda items**

## **17. Public Comments**

None

## **18. Adjourn**

Meeting adjourned at 9:02 a.m.