

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

**Oneida County Highway Department Conference Room
Thursday, December 7, 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, Dan Gleason/Highway and Brian Jopek/Northwoods River News

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/Almekinder to approve the agenda with the ability to move as needed.
Motion carried.

2. Approve the minutes of the Public Works & Solid Waste Committee meeting held November 16, 2023

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

3. Public Comments

None

4. Future Meeting Dates:

- December 28, 2023
- January 11, 2024
- January 25, 2024

SOLID WASTE DEPARTMENT

5. General Business

- **Monthly Vendor Voucher and Budget to Actual Reports**
Cushing noted receipt of the reports.

6. Discussion/Act on Credit Account Application for KHW Landscaping Services

Motion by Timmons/Cushing to act on the credit account application for KHW Landscaping.
Motion carried.

7. Discussion/Act on Demo 4 Letters of Credit

Jolin reported corporation counsel reviewed the letters of credit for 2024 adding the letters would need to be approved by admin prior to being signed by the county board chair.
Motion by Timmons/Almekinder to approve the 2 letters of credit. Motion carried.

8. Discussion/Act on It is anticipated that the committee will go into closed session pursuant to section 19.85(1)(c) for purposes of considering employment, promotion, compensation or performance evaluation data of any public employee (Topic: Performance evaluation of Solid Waste Director)

Motion by Cushing/Timmons to go into closed session. Roll call vote all in the affirmative.
Motion carried at 9:14 a.m.

9. Discussion/Act on Return to Open Session

Motion by Cushing/Timmons to return to open session. Roll call vote all in the affirmative.
Motion carried at 9:23 a.m. Goals will be brought back to a future meeting; no other action taken.

10. Solid Waste Report /Discussion

- **Update on year to date trash tonnages**
- **Update on year to date recycling tonnages**

Jolin reported from the previous year, trash tonnage was up 11 percent and recycling tonnage was up 5 percent through November 30th noting the increases to revenues and decreases to expenses should be seen in the following year.

11. Future Agenda Items

HIGHWAY DEPARTMENT

12. General Business Discussion/Act

A. Vendor Vouchers

Motion by Cushing/Almekinder to approve the vendor vouchers. Hegeman noted the CTH B project came in higher than originally budgeted so the construction budget would likely be over by a small amount. Motion carried.

B. Monthly Invoices Paid and Budget to Actual Reports

Cushing noted receipt of the reports.

13. Discussion/Act on CTH A Winter Maintenance Petition

Hegeman commented the person who submitted the petition was not able to attend this meeting so it would be brought back to the next meeting along with accident data from the previous 10 years and the current traffic count.

14. Discussion/Act on Five Year Road Plan

Hegeman reported the DOT overbooked 2026 so the CTH P project may get bumped to 2027 with the hope a second CTH P project would also be approved for 2027. Hegeman commented because a portion of the CTH N project involved railroad tracks and a portion was on private property the project was cut short of continuing all the way to USH 8.

15. Discussion/Act on Mini Excavator Purchase

Hegeman commented he felt there were other priorities rather than the purchase of the mini excavator.

16. Discussion/Act on Patrol Truck Chassis and Attachment Proposals

Hegeman reported they received only 1 proposal for the attachments but Monroe was working on an additional proposal. The proposals for 2 tri-axle trucks, including the attachments were almost \$100,000 more than the 2 ordered 2 years earlier. Hegeman

commented although the cost of the single axle was not much less than the tri-axle, it was the only size that would fit in the Three Lakes shop and the newest single axle in the current fleet was a 2013. Hegeman noted the costs were subject to change and questioned if they should consider ordering 2 trucks to minimize the impact to the equipment fund. Fried noted the county board was supportive of the purchase as the trucks were needed suggesting Hegeman remain on track. Cushing directed Hegeman to proceed with the lowest bids for the 3 trucks.

17. Discussion/Act on 2024 Equipment Purchases

Hegeman presented a ranked list of proposed equipment purchases for 2024 but noted there may be additional costs for the patrol trucks previously ordered. Hegeman noted they would bring back pricing for the foreman and patrol superintendent trucks to the next meeting. Hegeman estimated there would be approximately \$582,000 for equipment purchases, however, the number would not be audited until May or June of the following year.

18. Discussion/Act on Complaint Status Report

Hegeman reported there were reports of a few low shoulders and some slippery spots that were taken care of adding they were developing a list of 5 or 6 approaches on River Street that could be taken at one time annually rather than one-by-one.

19. Discussion/Act on Generator Design Report

Almekinder reported the specifications for the Minocqua shop were complete but the design at the Rhinelander shop would require approval of a state inspector before moving forward with the bid specs.

Motion by Timmons/Fried to allow for some money to be spent to get an inspector to make sure it is done right. Almekinder estimated the cost should be \$250 to \$300 with a limit of \$500. Motion carried.

20. Discussion/Act on Sign Request Policy

Hegeman reported year-to-date, he received approximately 5 or 6 requests for non-mandatory signs questioning if the committee wanted to have a policy in place. Fried stated it should remain at the discretion of the commissioner unless there was a particularly difficult issue. Timmons commented he had signs that were previously approved by the State that were then required to be removed following installation suggesting the committee's approval would provide support for the commissioner. Hegeman commented he would collect information from other counties to bring back to the next meeting.

21. Discussion/Act on 2024 Long Range Plan

Hegeman presented the long range plan noting possible changes to the midterm and long range goals. Fried recommended moving up the potential funding sources for equipment and adding equipment storage. Hegeman commented he would bring the plan back to the next meeting.

22. Commissioner's Report/Discussion

Hegeman reported an employee injured their ankle while stepping down from a truck and was off work for approximately 2 weeks. The crew was working with mastic on CTH P and STH 70 in addition to cutting trees on CTH N in anticipation of upcoming construction.

Hegeman reminded committee members the deadline to register for Winter Road School was approaching on December 29th. Hegeman reported he volunteered to be on the Machinery Management Committee in an effort to learn noting the department was doing everything the committee had recommended and would like to provide input as how those recommendations were working.

23. Future Agenda Items

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

24. Public comments

None

25. Adjourn

Meeting adjourned at 9:26 a.m.

Committee Chairman

Committee Secretary