

# MEETING OF THE ONEIDA COUNTY HIGHWAY DEPARTMENT

HELD ON: NOVEMBER 11<sup>th</sup>, 2010

MEMBERS PRESENT: HOFFMAN, WOLK, PASZAK, SHARON, HOLEWINSKI

ALSO IN ATTENDANCE: SCHOLTES/COMMISSIONER, COOPER/SECRETARY,  
BENNETT/PATROL SUPT, KORTENHOF/EMERGENCY MANAGER

The following matters were taken up to wit:

1. Hoffman called the meeting to order at 8:00 a.m. It was noted the meeting was properly posted and the media notified.
2. **Motion:** Holewinski/Wolk to approve the agenda. All ayes.
3. **Motion:** Paszak/Sharon to approve the minutes of the October 28<sup>th</sup>, 2010 meeting. All ayes.
4. **Motion:** Holewinski/Sharon to approve vendor vouchers #612 – 629 for a total of \$130,683.42, plus personal expense vouchers. All ayes.
5. Scholtes explained that Secretary Cooper helped out Emergency Management during our current wind storm where the county had power outages that lasted three days. She worked with Emergency Management for seven hours. Scholtes said he would like the Highway Dept to absorb the labor cost for Cooper for these rare occurrences and assist Emergency Management in emergency situations. Kortenhof said it was a tremendous help to his department. **Motion:** Holewinski/Paszak to assist Emergency Management with PIO and have the Highway Dept absorb the labor costs for Highway personnel to assist with emergency situations. All ayes.
6. Committee/Supervisor discussions of department construction and/or maintenance activities. Bennett explained:

Salt sand production is complete; Snow fence posts have been put up; Clearing downed trees from storm; Shoulder work; State salt sheds are full; Shouldering on STH 17 will start back up on Monday

Scholtes explained:

Force American has installed all AVL/GPS units; Training day this Friday; Discussed meetings recently attended; Dealing with Personnel issues; Produced 50% of salt sand produced last year, cost off the pile will be more per ton; Crossroads has a snow plow driver simulator in the yard for the committee to view.

Committee requested a total breakdown for the Town of Woodboro costs; list of pros and cons
7. Scholtes explained that an Operator II retired last week and he would like to internally fill the Operator II Vacancy. This would mean an existing employee would have the opportunity to advance to a higher paying position. The committee discussed the recent vacancies within the department. Scholtes reiterated that he felt the department needed twenty five union employees to operate efficiently and right now we are at twenty two. Scholtes said the committee is going to LRES to as for a Mechanic, and a Maintenance Worker. Holewinski said he would like to see two positions eliminated and a new position created; a Mechanic/Maintenance position. This person would be plowing snow in the winter, and be a Mechanic in the summer. The money saved from eliminating one position could go back to the General Fund, and the savings from the other could be used for training and to pay LTE snow plow drivers. If we don't use all the training and LTE money, we could put it towards equipment purchases. Scholtes explained that a new position would have to go through the County Coordinator and would also have to go through negotiations because of the different rates of pay for each position. The committee also discussed maintenance work for the Town of Woodboro. The county has a contract with the town to do their maintenance until the end of 2011. In order for the county to drop the town, they would have to send written notice to the town by December 31<sup>st</sup> of this year. Then maintenance for the town would cease on December 31<sup>st</sup>, 2011. This matter will be on a future agenda. The committee also discussed reconfiguring snow plow routes, and add more lane miles to each route. Scholtes said we could only do that with county roads, not with State roads.

Scholtes explained that right now, he is only looking to fill the vacant Operator II position and subsequent position from within. The Highway Maintenance worker vacancy that his would open up could be left vacant and can be subject to the Vacancy Review Process. **Motion:** Holewinski/Wolk to forward to LRES a request to internally fill the Operator II position, and subsequent positions, and leave vacant the Highway Maintenance worker position this will create until the Vacancy Review timeline has lapsed. All ayes.

8. **Motion:** Holewinski/Wolk to advertise for bids for a new 2011 Patrol Truck. All ayes.
9. **Motion:** Holewinski/Wolk to provide lunch for the Highway crew during an all-day training session. All ayes.
10. **Motion:** Holewinski/Wolk to approve sending two Highway employees to the Highway Safety/Signing workshop in Tomahawk on November 18<sup>th</sup>. All ayes.
11. Future meeting dates:
  - November 22<sup>nd</sup>, 2010, 8:00 a.m.
  - December 9<sup>th</sup>, 2010, 8:00 a.m.
  - December 21<sup>st</sup>, 2010, 8:00 a.m.
12. Future agenda items:
  - Maintenance for Town of Woodboro
  - “D” Culvert near Cranberry Marsh
  - Rhinelander Shop Security
  - Rhinelander Shop Heating System
  - Patrol Truck Bids
13. No Public Comments
14. **Motion:** Holewinski/Sharon to adjourn at 10:20 am. All ayes.