

Oneida County Solid Waste and Buildings & Grounds Meeting
Monday, October 8, 2012 9:00 a.m.
Oneida County Courthouse, Committee Room #1
1 S. Oneida Avenue
Rhinelander, WI 54501

Members present: Billy Fried/Chairman, Scott Holewinski, Jack Martinson, Paul Dean, Gary Baier

Department staff: Charlie Evenhouse/Solid Waste Director, Luann Brunette/Buildings & Grounds Director, Bruce Stefonek/Assistant Buildings & Grounds Director

Others present: Tyler Young-Sheriff's Department, Dianne Jacobson-Department on Aging, Erica Brewer-UW-Extension, Jean Hanson-Land and Water Information, Lisa Charbarneau-Labor Relations/Employee Services

Call to order: Chairman Fried called the meeting to order at 9:02 a.m. in accordance with the Wisconsin Open Meeting Law.

Approve Agenda: Motion by Dean to approve today's agenda. 2nd by Martinson. All members present voting 'Aye'. Motion carried.

Minutes of September 24, 2012 committee meeting: Motion by Dean to approve the meeting minutes of September 24, 2012. 2nd by Baier. All members present voting 'Aye'. Motion carried.

Solid Waste Staffing – supervisor:

Evenhouse reports interim supervisor in place due to other supervisor leaving. Changes made to Solid Waste Supervisor job description, adding confined spaces certification and requiring hazardous waste endorsement on CDL driver's license. Motion by Martinson to accept 80% supervisor position. 2nd by Dean. All members present voting 'Aye'. Motion carried.

Update on glass bottles and vendors:

Evenhouse reports Strategic Materials is hauling two loads of glass per day and he expects this to continue which will bring in more revenue than originally expected. So far the Oneida County Solid Waste Department is happy working with Strategic Materials. Evenhouse using estimated figure of \$10 per ton that the county will be paid for this glass. Evenhouse is using a conservative figure to allow for any loads with high contaminants but most loads are getting \$15 per ton. Holewinski inquires on glass revenue being used to balance budget due to glass is not an ongoing revenue. Evenhouse will discuss budget with Sorenson to come up with a different plan on balancing budget without glass revenue.

Evenhouse got a call from Strategic Materials to inform the county that Brian Arnott/Glass Plus contacted them about purchasing glass.



Review financial worksheet:

Evenhouse reviewed financial worksheet provided to committee. Solid Waste is still on track to pay off their loan owed to the county in full by the end of 2012.

Operations update:

Evenhouse reports department has just completed Merrill clean sweep which generated \$7,500 in revenue. The Eagle River clean sweep is also completed and generated \$9,000 in revenue.

Evenhouse notes that Solid Waste employee Wilda Skubal did an excellent job running the office during the interim period in which the SW department had a vacancy of a full time bookkeeper/scale operator position. She utilized a short term LTE scale operator until new employees were hired and she was able to train the new account clerk and scale operator. (The position was changed from one full time employee to a 60% bookkeeper and a scale LTE). Wilda has done a great job keeping the department running smoothly during the transition, and the Director would like to formally recognize her hard work and dedication.

Finalize details on request for proposals for hauling and disposal services:

Evenhouse talked with Lincoln County and Vilas County Solid Waste managers; was advised to not put services out for bid until December 2012. Evenhouse reports Waste Management hasn't gotten back to him on what updated contract pricing would be but was advised in the past by Waste Management that pricing will go up from current contract pricing. The Committee was agreeable to waiting until December 2012 and asks that Evenhouse check with several waste disposal companies for pricing. Evenhouse is working with Corporation Counsel on matter.

Bills and vouchers, blanket purchase orders and line item transfers – Solid Waste/Buildings & Grounds:

Motion by Holewinski to approve bills, vouchers and blanket purchase orders as presented. 2nd by Martinson. All members present voting 'Aye'. Motion carried.

Update on Law Enforcement Center roof/warranty issues:

Brunette provided written interim report from Facilities Engineering with recommendation to go ahead with a thermomuclear imaging analysis of the roof to determine if/where moisture is in the roof insulation with an estimated cost of \$4,000. Still trying to contact Johns Manville but still not responding. Baier suggested contacting insurance company for help on this issue; Brunette checked with Brian Desmond who didn't feel the insurance company would probably get involved. Brunette still encouraged by Fried to contact the insurance company and also look into any resources at the state level. Martinson asked if his contact that would do the imaging for free was looked into; was not looked into due to dealing with Facilities Engineering. Martinson will have his contact call Brunette to provide further information. Stefonek notes that the \$4,000 estimate includes not only taking the imaging but reading the thermomuclear images which can be complicated.

Buildings & Grounds Construction project updates and possible change orders:

River Street Storage: Brunette reports replacement of panels will begin the last week in October 2012.

Health and Aging: Brunette reports they still need to obtain door numbers for security reasons. Has obtained one quote for about \$1,400 and will work on obtaining a second quote.

Outsource snow removal at health and aging facility:

Stefonek reports they've been looking at the design of the parking lot. Snow will not be a problem earlier in the season but after some snow build-up it will be an issue. Talked with Steve Heise/Trigs about working together on snow removal by a private company. Motion by Martinson to work with Trigs in looking into outsourcing snow removal at the Health and Aging building. 2nd by Dean. All members present voting 'Aye'. Motion carried.

Parking at health and aging facility:

In referencing map, the county's portion of the parking lot is 5% that the county must maintain. Current staff parking is set up as one way but the exit has been blocked by Trigs due to people driving through the parking lot too fast and frequently. The cost to reline this parking lot to make parking more efficient will be approximately \$1,200.

Update on work in courthouse:

Basement: Brunette reports staff took down unneeded plumbing fixtures and cabinets and hired a company to patch walls and paint. Carpet has been ordered and is now in; hoping to have installed later this week. Buildings & Grounds staff will need two nights to wax floor. Brunette is hoping ITS can move in by November 1st.

First Floor: Brunette states Stefonek is continuing to work with UW-Extension and Land & Water on their move. Planning to remove one bathroom to use as office space. Committee discussed possibly moving some staff to vacant basement spaces to avoid getting rid of bathroom. Hansen and Brewer state staff work pretty closely together and it would be unproductive to separate staff.

Jury room – carpet replacement:

Brunette reports the carpeting in jury rooms for Branch I and Branch II is the same age and is rolling. The carpet is adhered to the floor so can't stretch. To replace carpeting, it would cost about \$1,400. for Branch II and \$2,000 for Branch I. Motion by Holewinski to move ahead with carpet replacement in both jury rooms as presented. 2nd by Baier. All members present voting 'Aye'. Motion carried.

Closed session (Buildings & Grounds):

Motion by Holewinski. 2nd by Martinson to adjourn into closed session in pursuant to Section 19.85(1)(d), Wis. Stats., "Considering strategy for crime detection or prevention".

Roll call: Billy Fried, Gary Baier, Scott Holewinski, Paul Dean and Jack Martinson. Discussion held in closed session.

Staff present during closed session: Tyler Young/Sheriff's Department, Luanne Brunette/Buildings & Grounds, Bruce Stefonek/Buildings & Grounds, Jennifer Lueneburg/Labor Relations-Employee Services

Return to open session:

Motion by Dean. 2nd by Martinson to return to open session at 11:10 a.m. Roll call vote taken with all voting in the affirmative; motion carried.

There was no action taken in the above closed session.

Non-budgeted item request:

None

Public comment – Buildings & Grounds and Solid Waste:

None

Items for next agenda:

Updates on Law Enforcement roof/warranty issues

Updates on courthouse moves

Update on storm water utility fee

Report on how much it cost to move the Health and Aging departments to the new building

Meeting Dates:

Monday, October 22, 2012 at 9:00 a.m.

November meetings revised

Monday, November 12, 2012 at 9:00 a.m.

Monday, November 26, 2012 at 9:00 a.m.

(November 5th and November 19th meetings canceled)

Adjournment:

Motion by Dean to adjourn meeting. 2nd Baier. All members present voting 'Aye'. Motion carried.

Adjourn at 11:28 a.m.



Billy Fried
Chairman



Jennifer Lueneburg
Committee Secretary