

MEETING OF THE ONEIDA COUNTY HIGHWAY DEPARTMENT

HELD ON: February 14th, 2013

MEMBERS PRESENT: PASZAK, HOLEWINSKI, TIMMONS, SHIDELL, BAIER

ALSO IN ATTENDANCE: BENNETT/COMMISSIONER, COOPER/SECRETARY, BEMBENEK AND STAFFORD/WISDOT, HARTZHEIM/MINOCQUA TOWN CHAIRMAN, BOGUSZEWSKI/AECOM

The following matters were taken up to wit:

1. Paszak called the meeting to order at 8:00 a.m. It was noted the meeting was properly posted and the media notified.
2. **Motion:** Baier/Timmons to approve the agenda. All ayes.
3. **Motion:** Holewinski/Baier to approve the minutes of the December 13th, 2012 meeting. All ayes.
4. **Motion:** Holewinski/Timmons to approve vendor vouchers #10-78 for a total of \$147,848.62. All ayes.
5. Committee discussed the CTH J project with Bembenek and Stafford from the DOT. An option now would be to Down-scope the project. This would include pulverizing, lifting and paving the road. TRANS 75 (sidewalks and bike lanes) would not be included. This is now available after lengthy discussions between the DOT and the Fed's. Shidell said that the main issue with this project has always been the water run-off problem. He asked the DOT where the water was going to go if we just lifted the road. The answer was; where it goes now. It will be absorbed along the right of way. The main issue with the water problem was near USH 51. That water will be taken care of by the DOT when they reconstruct the intersection. Bennett estimated to lift and pave the road would cost approximately \$525,000. Stafford explained that the previous Commissioner, when he applied for the project, chose Rural on the application. If he had chosen Urban, we would never have had to deal with TRANS 75. Bembenek explained that the contract for engineering at MSA was for \$172,000 of which they have already been paid \$96,000. This leaves \$76,000 that can be used to re-design the project. If we were to drop the project all together, we could apply to transfer the remaining \$1.6 million remaining money for CTH Y, but would be responsible to pay the Fed's share of the 96,000 in engineering fees. The committee agreed it would be a good idea to get an estimate from MSA to see how much the revised project would cost to just put a lift on the road and pave it.
Motion: Shidell/Holewinski to have a revised cost estimate from MSA Professional Services for Down-scoping the CTH J Project for the next meeting. All ayes.
6. Committee reviewed supervisor's lists of activities for the last few weeks. Bennett said he reviewed the County's ATV Policy and noticed that the insurance requirements were not listed anywhere. **Motion:** Paszak/Timmons to add the insurance requirements to the ATV Policy. All ayes. Towns cleaned us out of salt sand, even though we made an extra 1,000 tons this past fall. Going to make more starting on Monday. Our electrical bill for January, compared to last year, was down \$448.00. This is in large part due to the new lights with motion sensors that were installed last fall. Ten, Years of Service Awards were to be handed out to employees at the next committee meeting, but all individuals declined to attend meeting. The awards will just be handed to employees. Shidell suggested Bennett dedicate some of his lesser duties to his Lieutenants now that his plate is extremely full running both the Highway Dept and Solid Waste.
7. **Motion:** Holewinski/Baier to approve and sign the APHIS Beaver Contract again this year for \$2,240.00. All ayes.
8. Discussed lowering the State rate on the tractor from 21.62/hr to \$16/hr for mowing that we will be doing for the Forestry Dept. We can change rates for interdepartmental departments, but not for the State.

9. Discussed changes to the call-in policy for Highway employees. Charbarneau and Desmond both gave their input on the document. **Motion:** Holewinski/Baier to approve the new Call-in Policy for Highway employees. All ayes. Bennett explained that he will have a meeting with all the employees to review the changes and have each employee sign that they received the document.
10. Discussed the purchase of an aerial lift. Bennett said he is looking for a used four-wheel drive, 40' lift. Should cost around \$30,000. Committee told him to get some firm prices and bring back to committee.
11. **Motion:** Timmons/Baier to accept the Bridge Aid application for the Town of Lynne, but recognized that Hazelhurst and Sugar Camp had applied for aid prior to Lynne, and Lynne will only receive money if there is any left after the other two townships replace their culverts. All ayes.
12. **Motion:** Holewinski/Shidell to approve the Commissioner's attendance at the 2013 Annual Commissioner's Training in Warrens, WI March 25th and 26th. All ayes.
13. **Motion:** Shidell/Timmons to go into closed session pursuant to Section 19.85 (1)(f) Wis. Stats for the purpose of considering financial, medical, social or personal histories or disciplinary data of specific person, which, if discussed in public, would likely have a substantial adverse effect on the reputation of the person referred to in such data. Roll call vote taken. All ayes.
Motion: Baier/Holewinski to go back into open session. Roll call vote taken. All ayes. No action taken.
14. Future meeting dates:
 - February 28th, 2013, 8:00 a.m.
 - March 14th, 2013, 8:00 a.m.
 - March 28th, 2013, 8:00 a.m.
15. Future agenda items:
 - Forestry mowing contract
 - Estimated cost for CTH J
 - Trucking for Solid Waste
 - Cost to purchase aerial lift
16. Public comments
 - Boguszewski, AECOM, gave an overview of the engineering firm, and encouraged the committee to consider his firm when looking for an engineering firm.
17. **Motion:** Timmons/Shidell to adjourn at 10:35 am. All ayes.

Committee Chairperson

Committee Secretary