

# MEETING OF THE ONEIDA COUNTY HIGHWAY DEPARTMENT

HELD ON: November 23<sup>rd</sup>, 2011

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

ALSO IN ATTENDANCE: SCHOLTES/COMMISSIONER, WRYCHA/HWY OFFICE MGR,  
BENNETT/PATROL SUPT, LISA CHARBARNEAU/LRES

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/Sharon to approve the agenda. All ayes.
3. **Motion:** Wolk/Paszak to approve the minutes of the November 10<sup>th</sup>, 2011 meeting. All ayes.
4. **Motion:** Holewinski/Sharon to approve vendor vouchers #638-658, 660-661, and 662-679 for a total of \$135,124.26 plus personal expense vouchers presented. All ayes.
5. Committee/Supervisor discussions of department construction and/or maintenance activities.  
Scholtes and Bennett presented:  
Snow fencing and development of a snow fence reel that would make operation more efficient.  
Sold truck #106 and its' attachments for \$9,500.00  
Mowing on STH 47, overhead branches on CTH "K" and "N" and patching on daily basis  
Spoke to Bettinger/Woodboro regarding improving plowing techniques leading on to county roads.  
Working on policies that will go into affect in 2012 including call-in procedure and PTO usage.  
Working on R/O/W mapping.  
Continuing work with clubs regarding ATV applications. ATV route will be classified by road and the \$500 fee will only cover one road.  
State approved having 10 full time beats versus the current 8 full time beats and 2 helper beats.  
Dome roof repairs will start on November 30<sup>th</sup>.
6. Discussed Terrestrial Invasive Species Right of Way Mapping. Nick is working with the Jean Hansen with Land & Conservation. There will be no cost to Highway. Land & Water will be applying for a grant to cover costs.
7. Updated Committee on CTH "J" project.
8. **Motion:** Holewinski/Wolk to approve 2012 Goal Review Plan and forward it on to the LRES Department. All ayes.
9. **Motion:** Paszak/Wolk to approve the Five Year Plan and forward it on to the Finance Director. All ayes.
10. **Motion:** Holewinski/Paszak to go into closed session pursuant to Section 19.85(1) (c) for the purpose of considering employment, promotion, compensation, or performance evaluation data of any public employee over which this body has jurisdiction or responsibility. Roll call vote taken. All ayes.
  - Highway Department Personnel**Motion:** Holewinski/Wolk to go back into open session. Roll call vote taken. All ayes.  
**Motion:** Holewinski/Paszak to establish a Highway Department work week from Monday thru Sunday that can exceed 37.5 hours per work week but directs the Highway Commissioner to avoid unnecessary overtime. All ayes.
11. Future meeting dates:
  - December 8<sup>th</sup>, 2011; 8:00 am
  - December 22<sup>nd</sup>, 2011; 8:00 am

12. No future agenda items
13. No public comments
14. **Motion:** Hoffman/Paszak to adjourn at 9:25 am. All ayes.

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Committee Chairperson

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Committee Secretary