

# MEETING OF THE ONEIDA COUNTY HIGHWAY DEPARTMENT

HELD ON: DECEMBER 8<sup>TH</sup>, 2011

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

ALSO IN ATTENDANCE: SCHOLTES/HWY COMMISSIONER, COOPER/SECRETARY, BENNETT/PATROL SUPT, WRYCHA/OFFICE MGR, DUTCHER/SHOP FOREMAN, WENDT/WISDOT, EXFERD/MEAD & HUNT, ANDRES/CENTRAL WIS BODY & HOIST, INC, QUINLAN/QUINLAN'S EQUIPMENT, VAN HARPEN/TRUCK COUNTRY

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:** Paszak/Wolk to approve the agenda. All ayes.
3. **Motion:** Wolk/Paszak to approve the minutes of the November 23<sup>rd</sup>, 2011 meeting. All ayes.
4. **Motion:** Holewinski/Wolk to approve vendor vouchers #680-699 for a total of \$53,536.08, plus personal expense vouchers presented. All ayes.
5. **Motion:** Holewinski/Wolk to approve and sign the 2012 WisDOT Routine Maintenance Agreement and forward to the Finance Committee. All ayes. The amount is \$13,400 less than 2011.
6. **Motion:** Holewinski/Hoffman to close acceptance of any additional truck chassis bids. All ayes. Bids received were for two new patrol truck chassis: Quinlan's Equipment \$163,359.22; Truck Country \$162,836.00; V & H Intern'l \$190,224.00; JX Truck Center \$177,944.00; Mid-State Truck \$163,800.00. **Motion:** Holewinski/Wolk to have the Shop Foreman review the bids received and bring them back to the next meeting. All ayes.
7. **Motion:** Holewinski/Hoffman to close acceptance of any additional snow plow equipment bids. All ayes. Bids received were for snow plow equipment and installation of said equipment for two trucks: Casper Truck Equipment \$101,698.00; Central Wisc Body & Hoist \$105,704.00; Monroe Truck Equipment \$104,480.00. **Motion:** Wolk/Holewinski to have the Shop Foreman review the bids received and bring them back to the next meeting. All ayes.
8. **Motion:** Wolk/Paszak to approve the November Fund Balances and Equipment Cost Analysis Report. All ayes.
9. Committee/Supervisor discussions of department construction and/or maintenance activities.  
Bennett discussed:  
State work: Nine partial call-outs for snow and ice; cutting trees on USH 45; snow fence preparation; DOT Highway 51 project meetings showing 28 miles reconstructed with four lane divided highway; going to Langlade County tomorrow to view the operations of a brush head on an excavator; DOT has us pre-wetting all state roads prior to any anticipated precipitation; DOT is providing us with \$127,680 additional money, from their 1310 account, to do additional work on our roads; State safety inspector was here yesterday to discuss state-wide auger fatalities and other safety issues  
County work: Newest mechanic did a great job creating an attachment for our skid steer that rolls 600' of snow fence together for quicker, more efficient fencing installation; safety meeting with all employees last Monday and reviewed all new policies and procedures for 2012; county wide parts inventory in process; working with office manager on budgets and other information; problems with roofer completing repairs on the dome roof, was suppose to be done by Thanksgiving; pressure washer comparisons; worked with Shop Foreman on new and repaired truck boxes

Dutcher discussed: New furnaces installed in main shop; need to get annual service contract for upkeep and maintenance of all furnaces to extend quality, efficiency, and life; two big, expensive patrol truck breakdowns last weekend during the storm. One was under warranty.

Scholtes discussed:

Meetings recently attended; put together a traffic control plan for WPS while doing work on CTH "J"; met with Bilogan to discuss ATV routes; will get together all ATV applications and information for next meeting, then schedule a combined ATV Public Informational meeting for residents and towns people; worked with DOT to make numerous corrections on submitted LRIP projects; Woodboro complaints; DNR has grant money for roads going through State Forest land. We will apply for money to reconstruct 1.9 miles of CTH "E"

10. **Motion:** Paszak/Holewinski to purchase a portable pressure washer for the Three Lakes Shop for \$4,500. All ayes.
11. **Motion:** Paszak/Wolk to approve the 2012 Policies and Procedures as presented. All ayes.
12. **Motion:** Paszak/Wolk 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:** Wolk/Paszak to return to open session. All ayes. No action taken.
13. Future meeting dates:
  - December 22<sup>nd</sup>, 2011, 8:00 a.m.
  - January 12<sup>th</sup>, 2012, 8:00 a.m.
  - January 26<sup>th</sup>, 2012, 8:00 a.m.
14. Future agenda items:
  - ATV information
  - Truck and Snow Plow Equipment Bids
15. No public comment.
16. **Motion:** Wolk/Hoffman to adjourn at 10:15 am. All ayes.