

MEETING OF THE ONEIDA COUNTY HIGHWAY DEPARTMENT

HELD ON: JANUARY 12th, 2012

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

ALSO IN ATTENDANCE: BENNETT/COMMISSIONER, COOPER/SECRETARY,
DUTCHER/PATROL SUPT, WRYCHA/OFFICE MGR,
DESMOND/CORPORATION COUNSEL, CHARBARNEAU/HUMAN
RESOURCES DIRECTOR, SORENSON/FINANCE DIRECTOR

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:** Wolk/Paszak to approve the amended agenda. All ayes.
3. **Motion:** Paszak/Wolk to approve the minutes of the December 22nd, 2011 meeting. All ayes.
4. **Motion:** Wolk/Paszak to approve vendor vouchers #739-758 and 001-008 for a total of \$55,745.26, plus personal expense vouchers presented. All ayes.
5. **Motion:** Paszak/Wolk to approve the Patrol Truck Resolution and forward to County Board. All ayes.
6. On November 23rd, the committee made a motion to change the Highway Dept work week from Monday through Sunday. Sorenson said that this is a burden on Cooper to get the payroll to Finance on time. Wrycha explained that this is never an issue. Sorenson then said she feels the committee is defeating the purpose of limiting overtime by starting the week on Monday rather than Saturday. Wrycha explained that starting the week on Monday works better for our department for scheduling the work day and individual projects. Bennett concurred, starting on Monday is better for this department. Sorenson said the computer programmer is working on our payroll program to calculate the overtime after 40 hours worked to go from Saturday to Friday, but admitted that it should just be a matter of changing the work days. The committee agreed that they wanted to leave the work day for the Highway Dept as it is now, to go Monday through Sunday, and if they had to go to LRES and then to County Board they would. **Motion:** Paszak/Wolk to leave the work week for the Highway Dept to start on Monday morning, and forward to the LRES Committee. All ayes.
7. Discussed potential changes to the ATV policy. The committee doesn't feel comfortable having the ATV access dead end into someone's driveway. Bennett said he contacted the Recreation Forester and he said a countywide ATV map does not exist at this time. He will meet with the Forester and the two will sit down and create a map for the committee to view once all route information is received from the Town Chairmen. **Motion:** Paszak/Wolk to postpone the changes to the ATV policy as discussed until a map can be created and viewed. All ayes. The committee asked Bennett to check with other counties and see how they are handling ATV trails on their county roads.
8. Committee/Supervisor discussions of department construction and/or maintenance activities.
Dutcher discussed:
State work: Two call outs for snow and ice; guys called in at 3:00 a.m. today; had to take down some fencing on STH 17; repaired guardrail on USH 51 that was hit by a motorist; brine tank busy applying salt brine
County work: One call out for snow and ice; guys called in at 3:00 a.m. today; finished putting up snow fence on K, worked well with new reel, faster with less guys; brushing on Q; cutting trees by Willow Flowage
Misc: Cut some trees for Sheriff's Dept; hauled salt and sand for Town of Minocqua; training new Shop Foreman

Bennett discussed:

Meetings recently attended; training new Patrol Supt; worked on ATV policy changes; switched computers around; helping Camp American Legion with LED sign request; major issues with J project; Ride-Along waiver for media; patrol truck resolution; work week issues; found logger to purchase logs off STH 45 at our Three Lakes shop; committee agreed it would be good for Bennett to be on the Local Emergency Planning Commission. **Motion:** Paszak/Wolk to approve the signing of a liability waiver for anyone wishing to ride along with one of our drivers. All ayes.

Wrycha mentioned that Cooper is doing a great job with payroll and keeping track of the employees time with all the changes being made.

9. Bennett showed the committee a letter addressed to the Camp American Legion giving them permission to have a flashing LED Pedestrian Crossing sign put up on CTH "D" exonerating the county from any liability resulting in the sign being put up.
10. Discussed all the major issues with the upcoming CTH "J" project. Bennett was just informed by the engineer that because of Trans 75, we not only have to have paved bike lanes and swales on the project, but now we also have to include sidewalks set five feet off the pavement of the road. The original plan called for 28' of paved surface, has now moved to a 68' paved surface. This will encompass much larger right of way purchasing, as well as a large amount of tree cutting. Two additional graves will also have to be moved. Bennett has a meeting scheduled with Cedar Corp, MSA Professional Services, and WisDOT to discuss the issue; will discuss the possibility of declaring the road a 'No Build'.
11. **Motion:** Wolk/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: Paszak/Wolk to return to open session. All ayes.

Motion: Wolk/Paszak to post for a part time mechanic from within the crew, to work in the shop only when needed. All ayes.

Motion: Paszak/Wolk to eliminate an Operator II position vacated by a recent retirement, and move the two remaining maintenance positions up to Operator I positions, and forward request to the LRES Committee. All ayes.
12. Future meeting dates:
 - January 26th, 2012, 8:00 a.m.
 - February 9th, 2012, 8:00 a.m.
 - February 23rd, 2012, 8:00 a.m.
13. Future agenda items:
 - ATV Requests
 - CTH J Project
14. No public comments
15. **Motion:** Wolk/Paszak to adjourn at 10:05 am. All ayes.

Committee Chairperson

Committee Secretary