

**ADAMS COUNTY SOLID WASTE COMMITTEE**  
**August 10, 2011, 6:00 PM**  
**LANDFILL, 1420 HWY 21, FRIENDSHIP, WI 53934**

**MEMBERS PRESENT:** Larry Babcock, Chair  
Dean Morgan, Vice-Chair  
Florence Johnson  
Patrick Gatterman  
Alexandria Beckman, SAYL

**MEMBERS ABSENT/EXCUSED:** Mike Keckeisen

**OTHERS PRESENT:** Myrna Diemert, Solid Waste Director  
Erik Lietz, Ayres Associates  
Dale Johnson

**CALL MEETING TO ORDER:** The meeting of the Adams County Solid Waste Committee was called to order by Chair, Larry Babcock at 6:05 P.M.

**WAS THE MEETING PROPERLY ANNOUNCED?** YES

**ROLL CALL & APPROVAL OF AGENDA:** BABCOCK, MORGAN, JOHNSON, GATTERMAN, AND BECKMAN. Keckeisen was absent. *Motion by Johnson, second by Gatterman, to approve the Agenda as presented. All in favor. Motion carried.*

**APPROVAL OF OPEN SESSION MINUTES FROM JULY 6, 2011:** *Motion by Johnson, second by Gatterman, to approve the Open Session minutes as presented for the July 6, 2011 meeting. All in favor. Motion carried.*

**PARTICIPATION ON AGENDA ITEMS:** There was no public participation.

**COMMUNICATIONS/CORRESPONDENCE/OTHER BUSINESS:** Ms. Diemert presented contract for pre-buy LP and said she is waiting for a price from another local supplier but it might be 2 weeks before they have a price. Discussion was held. *Motion by Johnson, second by Gatterman, to approve the pre-buy LP from WI River Co-op if we do not receive a better overall price by the end of August when the pre-buy pricing expires. All in favor. Motion carried.* There was no other correspondence to present.

**FINANCIAL REPORT:** Ms. Diemert presented the Financial Report July 2011. Discussion was held. *Motion by Morgan, second by Gatterman, to approve the Financial Report for July 2011. All in favor. Motion carried.*

Ms. Diemert next presented and reviewed the Check Summary Report for July 2011. Discussion was held. *Motion by Gatterman, second by Johnson, to approve the Check Summary Report for July 2011. All in favor. Motion carried.*

Ms. Diemert then handed out and reviewed the Preliminary 2012 Budget, Line Item Budget, Program & Service Prioritization List, and the supporting documents for the 2012 Budget. Discussion was held. *Motion by Johnson, second by Gatterman, to approve the 2012 Budget and the Program & Service*

***Prioritization List as presented. All in favor. Motion carried.*** These documents must be in the Admin. & Finance office by August 18<sup>th</sup>.

**SITE REPORT:** Ms. Diemert handed out and reviewed copies of the Site Report dated August 10, 2011 (see attached copy) and discussion was held. ***Motion by Morgan, second by Johnson, to approve the Site Report as presented. All in favor. Motion carried.***

**DISCUSS AND APPROVE CONTRACTED LABOR:** Ms. Diemert updated the Committee on the progress on the sale of a 5 acre parcel to IROW for the construction of a recycling processing building. She described the possible survey required, rezoning or conditional use by the Town of Strongs Prairie, and the information requested. We will continue with this project and report back at the next meeting.

Ms. Diemert also presented the existing Town of Jackson curbside collection contract that will be expiring. The contract has an automatic renewal clause and a CPI increase allowed each year. Discussion was held. ***Motion by Johnson, second by Babcock, to renew the contract for curbside collection for the Town of Jackson. All in favor. Motion carried.***

**APPROVE ANY VEHICLE/EQUIPMENT OR OTHER PURCHASES OR RENTALS:** Ms. Diemert reported on a recent purchase of a D7E Dozer through Federal Surplus. The Dozer has only 39 hours of use and new tracks, rollers & bearings and cost \$6,000. The unit also has an asphalt/concrete ripper attachment.

**EMPLOYEE UPDATE:** Ms. Diemert reported that the LTE scale operator is doing an exceptional job and this allows the other scale operator to work on the routing and new customer accounts. This also allows the Office Manager to work on overdue accounts and her other Loss Control/Safety duties. Ms. Diemert also reported that she has written a part-time scale operator into the 2012 budget. She did not include another truck driver because we have not confirmed the new curbside collection contracts in 2012. We can ask for another driver at that time and the additional expenses will be covered by the additional revenues received.

**UPDATE ON FARMLAND LEASE/OFFER TO RENEW:** Ms. Diemert presented an offer to renew from Bula-Gieringer Farms for \$185 per acre and discussion was held. ***Motion by Gatterman, second by Johnson, to accept Bula-Gieringer's offer of \$185 per acre. All in favor. Motion carried.***

**APPROVAL OF ANY TRAININGS OR CONFERENCES:** Ms. Diemert presented information on the NEWCMG Conference in Waupaca to be held on September 28 & 29. This Conference was budgeted. ***Motion by Gatterman, second by Morgan, to allow Committee members, including the SAYL student, to attend the NEWCMG/WCSWMA Conference in Waupaca. All in favor. Motion carried.*** There were no other trainings or conferences to approve.

***Motion by Gatterman, second by Johnson, to convene in closed session per Wis. Stats. §19.85(1)(c) for purposes of considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility to discuss and/or act on letter received regarding FTE Heavy Equipment Operator/Truck Driver. ROLL CALL VOTE: Morgan-Yes, Johnson-Yes, Gatterman-Yes, Babcock-Yes. Closed session began at 7:40 P.M. All visitors left the meeting.***

*Motion by Gatterman, second by Johnson to reconvene in open session per Wis. Stats. §19.85(2), to consider and vote on appropriate matters. ROLL CALL VOTE: Morgan-Yes, Johnson-Yes, Gatterman-Yes, Babcock-Yes. Open session reconvened at 7:50 P.M. No action taken.*

**IDENTIFY POSSIBLE UPCOMING AGENDA ITEMS:** The following items may be placed on the next agenda: Updates on IROW Agreement, etc.

**NEXT MEETING DATE AND ADJOURN:** The next regular monthly meeting will be held on Wednesday, September 14<sup>th</sup> at 6:00 PM at the Landfill. *Motion by Gatterman, second by Johnson, to adjourn until the next meeting. All in favor. Motion carried.*

Meeting adjourned at 7:51 P.M.. Committee members then toured the landfill construction site.

Respectfully submitted,  
Myrna Diemert, Recording Secretary

**THESE MINUTES HAVE NOT BEEN APPROVED BY THE COMMITTEE**

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**SOLID WASTE DEPARTMENT  
SITE REPORT  
July 6, 2011**

**TIPPAGE REPORT:** 2,881,580 lbs of garbage were brought in which is the 4<sup>th</sup> highest amount ever brought into the landfill for July. Year-to-date we are up 25% in tonnage compared to 2010.

For July we had **43** new route customer accounts totaling **\$2,042.75** (5 from Out-of-county). We also had 54 lost accounts totaling **\$1,827.00** (Most of these were cancelled by us due to unpaid accounts). Other changes to accounts total **\$23.00** for a total monthly activity of **\$238.75** in net new revenues. (**\$2,865.00 annually**).

**OUT-OF-COUNTY TIPPAGE: JULY 2011-** Juneau County **86.17** tons = **\$5,170.20**; Marquette County **15.61** tons = **\$936.60**; Waushara County **20.93** tons = **\$1,255.80**. **8** container haul fees = **\$1,350.00**.

Comingled-Recyclables brought in 22.47 tons = **\$674.10**.

All Out-of-County container haul fees, garbage & recyclables for the month = **\$9,386.92**.

**MEETINGS/SEMINARS/TRAININGS:** Attended Wellness and Health Insurance Study Committee meeting on June 21st.

Attended Federal Property Advisory Board meeting July 13<sup>th</sup>.

Attended the SWANA/WCSWMA Summer Workshop on July 14<sup>th</sup> & 15<sup>th</sup>.

Attended County Board on July 19<sup>th</sup>.

Attended Dept. Head meeting on July 21<sup>st</sup>.

Attended MRA Board meeting by conference call on July 28<sup>th</sup>.

Attended WIRMC Conference Committee meeting by conference call on July 29<sup>th</sup>.

Attended the Health Insurance and Wellness Committee meetings on August 2<sup>nd</sup>.

Attended the HRA training with employees on August 10<sup>th</sup>.

Plan to attend County Board on August 16<sup>th</sup>.

Plan to attend Dept. Head meeting on August 18<sup>th</sup>.

Plan to attend the Wellness and HISC Committee meetings on August 30<sup>th</sup>.

Attended other various meetings through the month.

***SITE/EQUIPMENT IMPROVEMENTS:*** Normal maintenance/repairs were performed.

***INSPECTIONS:*** There were no other inspections performed for the month.

***LOSS CONTROL/SAFETY/STAFF ISSUES:*** Performed various daily office management and personnel duties including accident reports for minor injuries to employees. There were no other major injuries reported.

Working with a company to repair and recalibrate the TLS250 underground tank monitor system. Getting bids from companies to replace and automate the system to eliminate discrepancies in the reporting for the auditing.

Arranged for HRA's (Health Risk Assessments) to be done at the landfill on August 30<sup>th</sup> at 7:00 AM.

Completed and submitted the annual Underground Fuel Tank Permit.

Employees were notified to be on the lookout for regulated terrestrial invasive plants from recently passed NR40.

***INDUSTRIAL PARK:*** Regular weekly maintenance continues on the wellhouse pumping system and no problems or defects were identified during these weekly inspections. Arranged for annual testing of the wellhouse pumping system.

***ADMINISTRATIVE PROJECTS:*** During the month of July/Aug the Director performed the following duties: Arranged some shipments of tires, baled recyclables, computers, fluorescent light bulbs, corrugated, electronics, appliances, and scrap metals as needed. Tin, aluminum, cardboard and plastics have come up this past month. Some of the comingled bales were shipped through IROW.

Completed and submitted the DNR Quarterly Recycling Surcharge Fees Report & payment.

Completed and submitted the E-Cycle WI Year 3 Collector Registration and Annual Report.

Arranged for brush grinding with a local contractor with a 14' tub grinder. A Certificate of Insurance has been received. Brush grinding has been completed.

Completed and submitted monthly fuel reporting to Admin & Finance office.

Arranged for 5 drivers to have random CDL drug and/or alcohol testing.

Will set up the fair booth on August 11<sup>th</sup>. As in the past few years, the booth will not be manned at all times.

Working with Town of Jackson to extend their waste hauling contract.

Working with Village of Oxford for curbside collection.

Director has been invited to give a presentation on landfill compactor safety at the NEWCMG Conference in Waupaca.

Director has also been invited to give a presentation on alternative uses for glass at the WIRMC Winter Conference in WI Dells.

Monitored Experience Works (previously Green Thumb/Older Workers) workers and W-2 Employees and submitted paperwork as necessary. Furnished hours for W-2, Probation, Parole & Huber workers and coordinated new placements.

***LANDFILL CONSTRUCTION:*** Staff continues to work on the clay placement. The last foot of clay is in place, tested today, and has passed. Hank is working on the berms and keyway. Highway Dept. has hauled some of the stone and sand that we need for filter materials around the leachate piping. Leachate system materials have been ordered from Forrer Supply. Liner materials have been received. Canamer Services have been put on notice that the liner installation will be the 2<sup>nd</sup> or 3<sup>rd</sup> week in September. Work will continue as weather allows.