

ADAMS COUNTY SOLID WASTE COMMITTEE
July 11, 2012, 4:00 PM
Landfill Office, 1420 Hwy 21, Friendship, WI 53934

MEMBERS PRESENT: Larry Babcock, Chair
Florence Johnson, Vice-Chair
Dean Morgan
Patrick Gatterman
James Bays

OTHERS PRESENT: Myrna Diemert, Solid Waste Director
Hank Strohmeyer, Foreman
Barb Morgan

CALL MEETING TO ORDER: The meeting of the Adams County Solid Waste Committee was called to order by Chair, Larry Babcock at 4:02 P.M.

WAS THE MEETING PROPERLY ANNOUNCED? YES

ROLL CALL: BABCOCK, MORGAN, JOHNSON, AND BAYS. GATTERMAN JOINED THE MEETING AT 4:40 PM.

APPROVAL OF AGENDA: *Motion by Bays, second by Morgan, to approve the Agenda as presented. All in favor. Motion carried.*

APPROVAL OF OPEN SESSION MINUTES FROM JUNE 13, 2012: *Motion by Bays, second by Morgan, to approve the Open Session minutes as presented for the June 13, 2012 meeting. All in favor. Motion carried.*

PARTICIPATION ON AGENDA ITEMS: There was no public participation.

COMMUNICATIONS/CORRESPONDENCE/OTHER BUSINESS: None.

LANDFILL DEPT. WORKING WITH HWY DEPARTMENT/HWY COMMISSION: Ms. Diemert updated the Committee. She stated that only one part-time employee from Solid Waste stated they would be interested in cross-training.

FINANCIAL REPORT: Ms. Diemert presented the Financial Report for June 2012 along with the Check Summary Report. Discussion was held. *Motion by Johnson, second by Bays, to approve the Financial Report and the Check Summary Report for July 2012. All in favor. Motion carried.*

Chair Babcock brought up for discussion a question on fuel prices that Admin & Finance Committee raised. Ms. Diemert stated that she was also questioned on this by Trena and found, after investigation, that although we verbally committed to a contract price in March when it was predicted that fuel would go over \$5 per gallon, we never received the paperwork which would have been put on the agenda for Committee approval. This is the first time fuel prices actually went down after a price was locked in. The Solid Waste Department has saved thousands of dollars over the past several years

by purchasing fuel this way. Ms. Diemert stated that she has been in discussion with the fuel contractor and we are negotiating a reduced price. It was the Committee's consensus that by contracting and locking in a fuel price it is a better way to budget fuel costs and the Solid Waste Department should continue this practice.

SITE REPORT: Ms. Diemert handed out and reviewed copies of the Site Report dated July 11, 2012 (see attached copy). *Motion by Bays, second by Gatterman, to approve the Site Report as presented. Discussion was held. All in favor. Motion carried.*

DISCUSS AND APPROVE CONTRACTS/AGREEMENTS/LEASES: Ms. Diemert updated the Committee on the RFP that was published for two weeks in the paper. We received one RFP from IROW and there was no other interest. Discussion was held on the advantages of having a third party operate our MRF so that our employees can concentrate on collection. Ms. Diemert stated that she has prepared a resolution for August County Board which is being reviewed by Corporation Counsel. *Motion by Bays, second by Morgan, to contract with IROW for the operation of the MRF pending review of Corporation Counsel. All in favor. Motion carried.*

She also reported that the Village of Coloma agreement has been reviewed by Corporation Counsel and will go to County Board in July.

APPROVE/UPDATE SOLID WASTE DEPARTMENT POLICIES: Discussion continued regarding Solid Waste Department policy regarding reimbursement for prescription safety glasses and/or safety boots. Ms. Diemert reported on her discussion with Trena and Marcia regarding current policy. *Motion by Johnson, second by Gatterman, to approve reimbursing employees up to \$75.00 annually for the purchase of safety boots that are "appropriate for the type of work being performed" (Section 4-Workplace Safety, 4.04). Since the establishment of an "appropriate vendor" (Section-Payment of PPE, Section 3-3.01) has not been made so far in 2012, that we allow this reimbursement for 2012 only (with receipt) from sources other than the traveling truck, retroactive to 1/1/12. Once a regular schedule has been established with an appropriate vendor Solid Waste employees will follow the Employee Handbook policy. All in favor. Motion carried.*

Discussion was also held on a Uniform policy for Solid Waste employees including the office staff. Suggestions were made and Ms. Diemert will bring a final draft for approval at the next meeting. This will be a working document that will be expanded due to Department need.

APPROVE ANY VEHICLE/EQUIPMENT OR OTHER PURCHASES OR RENTALS: Ms. Diemert presented information on a Caterpillar D6R wide-track dozer w/rippers. The dozer has approximately 2000 hours and is in excellent condition. It is available through Federal Property and is valued at over \$150,000.00. The price is \$75,000 with \$10,000 down in 2012; \$32,500 due Jan 2013, and \$32,500 due in Jan 2014. There also is a \$3,750 Program/Admin fee and will be at 0% interest. Ms. Diemert reminded the Committee that we always lease a dozer like this during construction and paid \$49,200 in lease fees in 2011.

EMPLOYEE UPDATE: Ms. Diemert updated the Committee on the employees that are still under partial release for work and one that is off due to health reasons.

APPROVAL OF ANY TRAININGS OR CONFERENCES: Ms. Diemert had no new trainings or conferences to approve.

IDENTIFY POSSIBLE UPCOMING AGENDA ITEMS: The following items may be placed on the next agenda: Any updates needed.

NEXT MEETING DATE AND ADJOURN: The next regular monthly meeting will be held on Wednesday, August 8, 2012 at 6:00 PM at the Landfill. *Motion by Gatterman, second by Bays, to adjourn until the next meeting. All in favor. Motion carried.* Meeting adjourned at 5:45 P.M..

Respectfully submitted, Myrna Diemert, Recording Secretary

THESE MINUTES HAVE NOT BEEN APPROVED BY THE COMMITTEE

SITE REPORT - - SOLID WASTE DEPARTMENT
July 11, 2012

TIPPAGE REPORT: 3,138,025 lbs of garbage were brought in which is the fourth highest amount ever brought into the landfill for this month. This is a significant drop over last May, again due to the tornado in April 2011. Year-to-date we are **down 7.275%** in tonnage compared to 2011 due to last year's tornado. Revenues, however, remain up.

For April we had **71** new route customers totaling **\$2,838.75**. We also had **34** customers who were put on Financial Hold, Winter Hold, or cancelled service for a loss of **-\$1,323.75**. Other changes to types of service subtract **-101.75** for a total monthly **gain of \$1,413.25 in revenues**.

OUT-OF-COUNTY TIPPAGE: JUNE 2012:

Village of Coloma – **7.28 Tons = \$436.80**
Columbia County – **19.09 Tons = 1,145.40**
Juneau County **99.32 Tons = \$5,959.20**
Marquette County **32.395 tons = \$1,943.70**
Other County – **3.27 tons = \$196.20**
Village of Oxford – **12.93 tons = \$775.80**
Sauk County – 1.32 tons = 79.20
Waushara County **23.5 tons = \$1,410.00**

2 - 10yd container haul fees - **\$300.00**. 11 – 20yd container haul fees = **\$1,925.00**. 13-30yd container haul fee = **\$2,275.00**.

Comingled-Recyclables brought in **32.75 tons = \$982.50**.

All Out-of-County container haul fees, garbage & recyclables for the month = **\$28,938.30 (annualized = \$348,000)**.

MEETINGS/SEMINARS/TRAININGS: Gave a tour of the landfill to County Board members on June 19th. Also attended County Board that evening.

Attended Dept. Head meeting on June 21st.

Attended Wellness Committee meeting and Health Insurance Study Committee meeting on June 26th.

Attended a meeting of the Clean Sweep partners on June 27th for final preparations for the Clean Sweep.

Attended a NEWCMG Conference Call on June 28th.

Met with Experience Works staff on July 9th to sign up another participant.

Will attend a WIRMC Conference call regarding the 2013 Winter Conference.

Will attend County Board on July 17th.

Will attend Dept. Head meeting on July 19th.

Will set up and staff a booth at the Marquette County Fair on July 19th thru 22nd.

Will attend a Federal Property Advisory Board meeting on July 25th in Waunakee.

Will attend a MRA Board meeting on July 27th in Eau Claire.

Attended other various meetings through the month.

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

INSPECTIONS: No inspections were done during 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.

INDUSTRIAL PARK: Regular weekly maintenance continues on the wellhouse pumping system and no problems or defects were identified during these weekly inspections. Arranged for the pond pumping, removal of sludge debris, and algae control on June 20th.

ADMINISTRATIVE PROJECTS: During the month of June/July 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. Comingled bales were shipped through IROW. Arranged for extra pickups prior to Clean Sweep.

Continued to work on planning the Clean Sweep. The Clean Sweep was held on Saturday, June 30th. 10,500 lbs. of hazardous chemicals and pharmaceuticals were collected during the day as well as paints, oil, batteries, electronics, sharps, etc.

Coordinated random CDL drug and alcohol tests on 2 employees.

Assisted Marathon County in setting up a customer drop-off area for garbage, recyclables, and a reuse center similar to ours.

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: Continuing to fill Cell #3 completely before we open Cell #4 to reduce leachate collection, hauling and treatment costs. Met with Ayres Associates staff on July 11th to discuss cell capping and other construction work for this summer and fall.