

**ADAMS COUNTY SOLID WASTE COMMITTEE**  
**Wednesday, August 14, 2013, 6:00 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  
Barb Morgan  
Rich Dahlke, Fair Board

**CALL MEETING TO ORDER:** The meeting of the Adams County Solid Waste Committee was called to order by Chair, Larry Babcock at 6:00 P.M.

**WAS THE MEETING PROPERLY ANNOUNCED? YES. ROLL CALL:** BABCOCK, JOHNSON, GATTERMAN, MORGAN, AND BAYS.

**APPROVAL OF AGENDA:** *Motion by Gatterman, second by Johnson, to approve the agenda as presented. All in favor. Motion carried.*

**APPROVAL OF OPEN SESSION MINUTES FROM JULY 10, 2013:** *Motion by Morgan, second by Bays, to approve the Open Session minutes as presented for the July 10, 2013 meeting. All in favor. Motion carried.*

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

**COMMUNICATIONS/CORRESPONDENCE/OTHER BUSINESS:** Ms. Diemert reported that she responded to the DNR request for documentation of the changes recommended to the fluorescent bulb and battery areas, along with documentation of shipment. There was no other communications, correspondence, or other business to present.

**REVIEW AND APPROVE 2014 BUDGET:** Ms. Diemert presented and reviewed the 2014 Proposed Budget documents as well as the 2014 proposed price increases. Lengthy discussion was held following the motion. **Motion by Bays, second by Johnson, to approve the proposed 2014 Budget as presented, as well as the recommended price increases. All in favor. Motion carried.**

*Motion by Gatterman, second by Morgan, to deviate from the agenda to #10 to discuss the Fair Clay Project. All in favor. Motion carried.*

**UPDATE AND DISCUSS FAIR CLAY PROJECT:** Mr. Bays and Mr. Dahlke informed the Committee that there was some confusion on the fair project and this was not to be an even trade for black dirt as the value for clay is not the same. They did not like the way the situation was handled dealing with the haulers, however, agree that the Solid Waste Dept. did have expenses for the project and should somehow get credit for the work they did. The Committee requested that Trena and the

Director work out some way to give the SW Department credit for the “voluntary” work that was performed by the employees as well as equipment used. The Fair Board did list the Solid Waste Department as a sponsor.

**FINANCIAL REPORT:** Ms. Diemert handed out and reviewed copies of the Financial Report and Monthly Check Summary for July 2013. *Motion by Johnson, second by Morgan, to approve the Financial Reports and Check Summary as presented. All in favor; motion carried.*

**SITE REPORT:** Ms. Diemert handed out and reviewed copies of the Site Report dated August 14, 2013 (see attached copy). Discussion was held. *Motion by Bays, second by Gatterman, to approve the Site Report as presented. All in favor. Motion carried.*

**APPROVE ANY VEHICLE/EQUIPMENT PURCHASES/RENTALS:** Ms. Diemert presented information on 2 large dump trucks available through Federal Property for \$3,700.00 each. These trucks are “like new” and similar trucks were recently put on the public sale site for \$35,000 each. Hank would like to purchase these trucks and dispose of the scrapers that we had previously been using to haul clay. These dump trucks have a 20 cy capacity and will make hauling clay to the cell area much faster. Funds are available in our Capital Equipment fund. *Motion by Johnson, second by Gatterman, to approve the purchase of the 2 dump trucks for a purchase price of \$3,700 each and to dispose of the scrapers. All in favor. Motion carried.* There were no other purchase requests.

**APPROVE LP FUEL PRE-BUY:** Ms. Diemert presented information to the Committee on this year’s Pre-Buy LP prices. Allied Cooperative has LP available for 1.259/gallon. Another local provider offered 1.51/gallon for pre-buy LP. *Motion by Johnson, second by Gatterman, to approve the LP Pre-Buy from Allied Cooperative. All in favor (Bays abstained). Motion carried.*

**DISCUSS & APPROVE JUNEAU COUNTY REQUEST FOR INCENTIVE RATES:** Ms. Diemert presented a request from a hauler in Juneau County regarding a reduced rate for waste brought in from their transfer station. Discussion was held regarding offering a graduated reduction in tip fees based on tonnages brought in. This will give an incentive for out-of-county haulers to bring in more waste to get the reduced fee. This out-of-county waste is required if this landfill will ever be able to operate at a profit and be off the tax levy completely. Therefore, it would be to our advantage to offer incentive rates to entice out-of-county waste to come here to our landfill. The Director was instructed to develop a graduated fee scale based on tonnages and bring back to the next meeting.

**EMPLOYEE UPDATE:** Ms. Diemert updated the Committee on the status of the employees.

**APPROVAL OF ANY TRAININGS OR CONFERENCES:** Ms. Diemert handed out copies of the NEWCMG Recycling Conference to be held in Waupaca on October 2<sup>nd</sup> & 3<sup>rd</sup>. *Motion by Bays, second by Johnson, to approve Committee member to attend. All in favor. Motion carried.* There were no other new trainings or conferences to approve.

**IDENTIFY POSSIBLE UPCOMING AGENDA ITEMS:** The following items may be placed on the next agenda: Update on 2014 Budget, Incentive Tip Fee Rates, and updates on pertinent items.

**NEXT MEETING DATE AND ADJOURN:** The next regular monthly meeting will be held on Wednesday, September 11, 2013 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 7:49 P.M.

Respectfully submitted, Myrna Diemert, Recording Secretary

**THESE MINUTES HAVE BEEN APPROVED BY THE COMMITTEE**

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**SITE REPORT - - SOLID WASTE DEPARTMENT**  
**August 14, 2013**

**TIPPAGE REPORT: 4,531,610 lbs** of garbage were brought in which is the **highest** for the month. Year-to-date we are up 2.57% in tonnage compared to 2012.

**OUT-OF-COUNTY JULY 2013**

Material	LBS	TONS	VALUE
Garbage - Coloma Village Contract	20,320.00	LB 10.16	TN \$ 609.60
Garbage - Columbia County	620.00	LB 0.31	TN \$ 18.60
Garbage - Juneau County	953,420.00	LB 476.71	TN \$ 28,602.60
Garbage - Marquette County	111,100.00	LB 55.55	TN \$ 3,333.00
Garbage - Other County	8,820.00	LB 4.41	TN \$ 264.60
Garbage - Oxford Village Contract	32,880.00	LB 16.44	TN \$ 986.40
Garbage - Sauk County	19,060.00	LB 9.53	TN \$ 571.80
Garbage - Waushara County	39,380.00	LB 19.69	TN \$ 1,181.40
Garbage - Wood County	1,760.00	LB 0.88	TN \$ 52.80
Cont Deliver/Switch 10 yd Out of County	2.00	LB	TN \$ 400.00
Cont Deliver/Switch 20 yd Out of County	2.00	LB	TN \$ 450.00
Cont Deliver/Switch 30 yd Out of County	13.00	LB	TN \$ 2,925.00
Rec Comingled - Coloma Village Contract	2,180.00	LB 1.09	TN \$ 32.70
Rec Comingled - Hauler Pay Out of Co.	53,040.00	LB 26.52	TN \$ 795.60
Rec Comingled - Oxford Village Contract	3,440.00	LB 1.72	TN \$ 51.60

**TOTALS**

**\$ 40,275.70**

**MEETINGS/SEMINARS/TRAININGS:** Attended Dept. Head meeting on July 18th.

Toured the Green Bay Radisson on July 19<sup>th</sup> as a potential site for the 2015 WIRMC Conference.

Attended Wellness and HISC meetings on July 23<sup>rd</sup>. Also had a meeting with Sheriff's Dept. regarding Huber rules.

Met with Admin & Finance Dept on July 22<sup>nd</sup> regarding the 2014 budget preparations.

Gave presentation on July 24<sup>th</sup> to all three shifts at RockTenn regarding recycling and becoming a Zero Waste facility.

Attended an all-day presentation on July 25<sup>th</sup> in Monroe County on the Springbrook Software program.

Attended a WCSWMA Executive Board meeting on July 30<sup>th</sup>.

Attended Admin & Finance Committee meeting on August 6<sup>th</sup>. Prepared a 2012 & 2013 Construction Report and discussed the budget.

Attended other various meetings through the month.

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

***INSPECTIONS:*** Received the gas probe monitoring results for June 2013. No methane gas was detected. No inspections were performed during the month.

***LOSS CONTROL/SAFETY/STAFF ISSUES:*** Worked with Loss Control/Safety Officer to perform various daily office management duties on personnel issues including accident reports for minor injuries. There were no major injuries reported. A safety meeting was held on July 26<sup>th</sup>.

***INDUSTRIAL PARK:*** Regular weekly maintenance continues on the wellhouse pumping system and no problems or defects were identified during these weekly inspections. The Annual Inspection was performed on 7/16/13. There was an issue with the alarm system and phone line which affected the emergency call-in system to the Sheriff's Dept. which has been corrected.

***ADMINISTRATIVE PROJECTS:*** **During the month of July/August the Director performed the following duties:** Arranged shipments of tires, computers, fluorescent light bulbs, electronics, appliances, and scrap metals as needed.

Most of the month was concentrated on the 2014 Budget and the multitude of forms associated with it.

Responded to the letter from the DNR following the June 17<sup>th</sup> inspection of the electronics, batteries, and fluorescent bulb areas. Corrections were made as required and a letter was submitted with copies of shipping documents and photos as requested.

Notified LaCrosse County Hazardous Waste Facility that we would like to be included in the 2014 Grant process. A date has not been selected.

Worked with Juneau County Landfill regarding bringing their waste here. Currently the waste is going to the Lenorud Transfer Station and being hauled to Appleton. The Director will work with him to see if he would bring any here to our landfill.

Responded to the 2012 Draft Audit regarding the Solid Waste Capital Asset Payment Plan for the purchase of the Caterpillar D6R Dozer. Federal Property gave us a 0% interest 3 year payment plan.

Getting prices for concrete floor patching in the recycling building.

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.

***8/14/13 SITE REPORT: LANDFILL CONSTRUCTION:*** Gravel was delivered by Wimme for the drainage trenches. A Pre-construction Conference was held on July 25<sup>th</sup> to review the Gas System construction which is scheduled to begin August 12<sup>th</sup> and will take about 10 days to complete. This work is being done by Terra Engineering who was the low bidder. Ayres has also submitted a plan change that will save money by eliminating the primary knockout tank and fixtures.