

ADAMS COUNTY PUBLIC WORKS COMMITTEE
October 14, 2009, 6:00 PM
LANDFILL OFFICE, FRIENDSHIP, WI 53934

MEMBERS PRESENT: Larry Babcock, Chair
Dean Morgan, Vice-Chair
David Renner, Secretary
Florence Johnson
Mike Keckeisen

OTHERS PRESENT: Myrna Diemert, Solid Waste Director
Barb Morgan
Everet Johnson

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

WAS THE MEETING PROPERLY ANNOUNCED? YES

ROLL CALL & APPROVAL OF AGENDA: BABCOCK, MORGAN, JOHNSON, RENNER, AND KECKEISEN PRESENT. *Motion by Johnson, second by Renner, to approve the Agenda as printed. All in favor. Motion carried.*

APPROVAL OF OPEN SESSION MINUTES FROM SEPTEMBER 9, 2009: *Motion by Renner, second by Morgan, to approve the Open Session minutes as printed for the September 9, 2009 meeting. All in favor. Motion carried.*

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

COMMUNICATIONS/CORRESPONDENCE/OTHER BUSINESS: Ms. Diemert had no correspondence to present.

FINANCIAL REPORT: Ms. Diemert presented the Financial Report for September 2009 and discussion was held. She then presented the Monthly Check Summary for September 2009 and discussion was held. *Motion by Keckeisen, second by Johnson, to approve the Check Summary Report for September 2009. All in favor. Motion carried.*

Ms. Diemert next reported that the 2010 budget. Following the September 21st meeting with Admin & Finance Committee, adjustments have been made. \$1,420 was cut from the budget that was approved by the PW Committee, as well as adjustments made for 2 furlough days in 2010. The tax levy portion is lowered to \$310,149. Our tax levy portion is now 6.89% lower than last year.

SITE REPORT: Ms. Diemert handed out and reviewed copies of the Site Report dated October 14, 2009 (see attached copy) and discussion was held. *Motion by Renner, second by Morgan, to approve the Site Report as presented. All in favor. Motion carried.*

UPDATE ON LTC/DNR OPTIONS/RESOLUTION TO RETAIN FUNDS IN SW ACCOUNT: Ms. Diemert presented a spreadsheet prepared by Administrative Coordinator staff for review. She

stated that the auditor says the LTC money will just be a transfer on paper from and a resolution is not needed. Ms. Diemert requested a timeline from the DNR when the “official” letter for the bank to release the funds.

UPDATE ON STRONGS PRAIRIE/JUNEAU COUNTY WASTE APPROVAL: Ms Diemert reviewed the resolution that was presented by the Town of Strongs Prairie Advisory Committee for the Adams County Solid Waste Landfill & Recycling at their monthly Town meeting. Ms. Diemert stated that she could see problems with the provision to renegotiate every six months as Juneau County could not enter into a long term commitment with Adams County if we needed to renegotiate every 6 months for the “type of waste, maximum quantity of waste, impact on landfill, point of waste generation, and type of and amount of compensation to the Town of Strongs Prairie”. Corporation Counsel has reviewed the resolution and also finds the six month renegotiating clause to be a problem. Discussion was held. Further discussion will take place. Committee members felt that the Director should be placed on the October 20th County Board agenda to give an update on the discussions with Strongs Prairie.

EMPLOYEE UPDATE: Ms. Diemert stated that she has not received any new information on the employee who has been off on a Worker’s Compensation claim.

APPROVAL OF ANY TRAININGS OR CONFERENCES: None. More information will be presented on the AROW/SWANA/WCSWMA Winter Conference in February at Chula Vista.

IDENTIFY POSSIBLE UPCOMING AGENDA ITEMS: The following items will be placed on the next agenda: Updates on the LTC release of funds, the Strongs Prairie/Juneau County agreement, the Letter of Credit options, and updating the Landfill Operational Ordinance. The Committee recommended that Barb or Liz come to our next meeting to further explain how the excess Long Term Care money negatively affected our bottom line.

NEXT MEETING DATE AND ADJOURN: The next regular monthly meeting will be held on Monday, November 9, 2009 at the Courthouse at 1:00 PM. *Motion by Johnson, second by Renner, to adjourn until the next meeting. All in favor. Motion carried.*

Meeting adjourned at 7:40 P.M.

Respectfully submitted,
Myrna Diemert, Recording Secretary

THESE MINUTES HAVE BEEN APPROVED BY THE COMMITTEE



SITE REPORT

October 14, 2009

SOLID WASTE DEPARTMENT

TIPPAGE REPORT: 2,548,080 lbs of garbage were brought in which is the 5th highest amount ever brought into the landfill for September. Year to date, we are down 13.445% in tonnage from 2008.

There were 12 new over-the-scale customers during the month and is typical for this time of year. (Minimum of \$720.00 in annual revenues if these new customers use the facility one time per month with minimum weight). Since April 1, 1998 we have had 4,239 new customers over the scale.

MEETINGS/SEMINARS/TRAININGS/CONFERENCES: Met with Admin & Finance Committee on September 10th to discuss LTC funds released.

Attended a WCSWMA/SWANA meeting at Chula Vista on September 16th.

Attended Department Head meeting on September 17th.

Met with Admin & Finance Committee on September 21st, regarding the proposed 2010 budget.

Attended County Board on September 22nd.

Attended a meeting on September 28th regarding employee furlough/layoffs and press release.

Attended a meeting in Plover on September 29th regarding the AROW/SWANA/WCSWMA winter conference. Then attended the NEWCMG/WCSWMA fall conference in Waupaca on September 29th – October 1st.

Attended a Dept. Head meeting on October 7th.

Attended a meeting with Hwy Commissioner and Admin/Finance Coordinator regarding the bond for capital projects, that includes our next cell construction.

Will attend Admin & Finance Committee meeting on October 15th regarding the overdue accounts policy.

Will attend County Board on October 20th.

Will attend Federal Property Advisory Committee on October 21st in Waunakee.

Will attend a Dept. Head meeting on October 22nd. There is also a Reasonable Suspicious Training in Green Bay that same day.

Will attend the Wellness Committee meeting to finalize plans for Veterans Day.

Will attend the 5-County Regional Landfill meetings in Norwalk on October 29th.

Attended other various meetings through the month.

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

INSPECTIONS: No other problems, areas of concern, or regulatory issues were encountered. 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.

Received our DOC Permit to Operate for the underground diesel fuel tank & monitoring system.

***See Site Improvements section for more Loss Control/Safety Issues**

INDUSTRIAL PARK: Regular weekly maintenance continues on the wellhouse pumping system and no problems or defects were identified during these weekly inspections.

The quarterly wellhouse testing was done on October 14th by Monona Plumbing.

ADMINISTRATIVE PROJECTS: During the month of Sept/October the Director performed the following duties: Arranged some shipments of tires, baled recyclables, computers, fluorescent light bulbs, corrugated, appliances, and scrap metals as needed. Some materials are being stockpiled due to the very poor market conditions.

Continued to coordinate new curbside and residential route customer orders. We had 24 new residential/business account customers since the last report which increases our annual revenues by \$7,554.00. We also had 16 customers who cancelled service because they are moving, lack of payment, or couldn't afford, creating an annual loss of \$5,793.00. We also had 13 new customers renting roll-off containers. We are currently billing \$574,929 annually for this service.

Began preliminary work on the 2010 Ag & Household Hazardous Waste Clean-Sweep grant and the Pharmaceutical collection. Received the grant application forms submitted by LaCrosse County. Our Clean Sweep is tentatively scheduled for Saturday, June 26th (the week after Father's Day). The information was forwarded to UW Extension.

Employees were given a temporary layoff/recall notice during meeting on September 29th. The landfill will be closed on the following Fridays at 11:00: October 9th and 23rd, November 20th, and December 4th. This will reduce staff wages 16 hours for 2009. A Grievance was filed by Local 139 regarding the layoffs and a response given. The Grievance was denied by the Director.

Met with marketing vendors and placed ads regarding various advertisements around the county.

Submitted monthly recycling report to the City of Adams as required.

Furnished information on the Practical Cents reuse project to the DNR for their newsletter. They had heard about the project and were doing an article on it.

Continued to work with MIS & GIS regarding routing programs. Also getting specifications together for a new telephone system.

Continue to work with Portage County on their glass aggregate. Some loads that came in had too much debris and we worked with them to get the glass cleaner.

Furnished hours for W-2, Probation, Parole & Huber workers and coordinated new placements.

LANDFILL CONSTRUCTION: Surveyors marked the sub-base grades for placement prior to and after glass placement. A 9” glass aggregate layer has been placed over the entire sub-base of Cell #4.