

**ADAMS COUNTY PUBLIC WORKS COMMITTEE**

**WEDNESDAY, MAY 14, 2008, 7:00 PM  
LANDFILL, 1420 Hwy 21  
FRIENDSHIP, WI 53934**

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

**MEMBERS ABSENT:** Mike Keckeisen

**OTHERS PRESENT:** Myrna Diemert, Solid Waste Director  
Hank Strohmeyer, Foreman  
Barbara Morgan  
Everet Johnson

**CALL MEETING TO ORDER:** The meeting of the Adams County Public Works Committee was called to order by the Director at 7:02 P.M..

**WAS THE MEETING PROPERLY ANNOUNCED? YES**

**ROLL CALL:** BABCOCK, RENNER, JOHNSON, MORGAN.

**SELECTION OF COMMITTEE CHAIR:** Ms. Diemert asked for nominations for Chair. Supervisor Renner nominated Larry Babcock as Chair. Ms. Diemert called three (3) times for additional nominations. Being none, *motion by Johnson, second by Renner to close nominations and cast a unanimous ballot for Larry Babcock for Chair. Motion carried unanimously by roll call voice vote.* The Chair then appointed the Solid Waste Director as recording secretary for the Committee.

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

**APPROVAL OF OPEN SESSION MINUTES FROM APRIL 9, 2008:** *Motion by Renner, second by Johnson, to approve the Open Session minutes as presented for April 9, 2008. All in favor. Motion carried.*

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

**COMMUNICATIONS/CORRESPONDENCE/OTHER BUSINESS:** Ms. Diemert read a letter from the DNR announcing that we were awarded \$12,754.66 for the Recycling Efficiency Incentive Grants to Responsible Units. Ms. Diemert also read a letter from the DNR announcing

that we were awarded \$150,044.50 for the 2008 Recycling Grant to Responsible Units. This is \$32,044.50 more than anticipated due to the new formula calculation with the increased Recycling Surcharge Tip Fees. This money will be used to purchase recycling containers, and for more staff in the recycling operation such as LTE drivers, etc.

Ms. Diemert had no other communications, correspondence, or other business to bring before the Committee.

**FINANCIAL REPORT:** Ms. Diemert presented and reviewed the April 2008 Financial Report. *Motion by Renner, second by Morgan, to approve the April 2008 Financial Report as presented. All in favor. Motion carried.*

**VOUCHER/CHECK SUMMARY REPORT FOR MARCH:** Ms. Diemert presented the Check Summary Report, dated 4/30/08, to the Committee for review. Discussion was held.

**SITE REPORT:** Ms. Diemert handed out and reviewed copies of the Site Report dated May 14, 2008 (see attached copy) and discussion was held. *Motion by Johnson, second by Renner, to approve the Site Report as presented. All in favor. Motion carried.*

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

**UPDATE ON LTE HIRING FOR SUMMER:** Ms. Diemert updated the Committee on Helge Helgeson's Worker's Comp injury and surgery. He will be off another 6 months following his knee surgery today. She next reported that the LTE applications were submitted to the Personnel Director's office and that he assigned the authority for selection to the Solid Waste Director.

**IDENTIFY POSSIBLE UPCOMING AGENDA ITEMS:** Ms. Diemert will place the election of the Vice-Chair on the agenda for the next meeting as it was inadvertently missed on this agenda. Committee members would like to tour the landfill properties, along with the new Committee member, so this item will also be placed on the agenda as a quorum would be present for the tour. There were no other agenda items identified at this time.

**NEXT MEETING DATE AND ADJOURN:** The next regular monthly meeting will be held on Wednesday, June 11, 2008 at 6:00 P.M. at the Landfill. *Motion by Renner, second by Johnson, to adjourn until the next meeting. All in favor. Motion carried.*

Meeting adjourned at 8:22 P.M.

Respectfully submitted,

Myrna Diemert, Recording Secretary

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

**SITE REPORT**  
**SOLID WASTE DEPARTMENT**  
**May 14, 2008**

**TIPPAGE REPORT:** 2,766,920 lbs of garbage were brought in which is the second highest amount ever brought into the landfill for April. Continued snow accumulation the first part of the month is probably the reason there has been a slow start to the spring cleanups.

There were 19 new over-the-scale customers during the month and is typical for this time of year. (Minimum of \$1,140 in annual revenues if these new customers use the facility one time per month with minimum weight). Since April 1, 1998 we have had 3,978 new customers over the scale.

**MEETINGS/SEMINARS/TRAININGS/CONFERENCES:** Attended County Board on 15th.

Attended the Federal Property Advisory Committee meeting in Waunakee on April 16<sup>th</sup>.

Attended the Hazardous Waste Clean Sweep Grant meeting in LaCrosse on April 17<sup>th</sup>.

Sold bagged compost and assisting Land Conservation Department during the Tree & Shrub sale on Saturday, April 19<sup>th</sup>.

Gave a tour of the recycling operation, landfill & composting area to the Alternative High School students on April 23<sup>rd</sup>.

Attended Department Head meeting on April 24<sup>th</sup>. Also attended the NSF Check Training following the Department Head meeting.

Took part in a conference call on April 28<sup>th</sup> regarding the 2008, 2009 & 2010 Winter Conferences. The conference call was with representatives of AROW, SWANA, and WCSWMA.

Gave an Earth Day presentation to the 7<sup>th</sup> grade class on Friday, April 25<sup>th</sup>.

Attended a Health Insurance Study Committee meeting on April 29<sup>th</sup>.

Attended Insurance Consumerism meeting on May 7, 2008.

Attended the Department Head meeting dealing with the Local 1168 Carlson-Dettman Wage Study on May 12<sup>th</sup>.

Will attend a meeting with other Department Heads to plan the Hazardous Waste Clean Sweep event on May 13<sup>th</sup>.

Will attend the Wellness Day meeting with Administrative Coordinator on May 15<sup>th</sup>.

Will attend a WCSWMA Executive Board meeting on Friday, May 23<sup>rd</sup> in Mosinee.

Will attend the Landfill Advisory Committee meeting at the Strongs Prairie Town Hall on Monday, May 19<sup>th</sup> at 7:00 PM.

Plan to attend County Board on May 20, 2008.

Attended other various meetings through the month.

***SITE/EQUIPMENT IMPROVEMENTS:*** Normal maintenance and repairs were performed during the month.

***INSPECTIONS:*** No inspections were conducted during April/May.

***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.

Met with Corporation Counsel several times regarding the Grievance filed by the Operating Engineers Union regarding overtime pay versus compensatory time. A new form was created and explained to the employees to clarify the procedure for requesting comp time for overtime hours worked .

Arranged for Community Service people to pick up litter along the roadways and landfill.

Investigated a claim that loose syringes were being put into a private customer garbage dumpster. Director contacted the customer and notified them that they could not put loose syringes and sharps into the landfill and garbage dumpster. The customer was informed that the landfill has red bio-hazard boxes for sale for sharps disposal.

Arranged for random drug testing for 3 employees.

Contacted Badger State Industries and Veolia for disposal of computers and fluorescent bulbs.

A safety meeting was held on April 28 to review Tornado Awareness, Tornado Policy, Beat the Heat, Aggressive Dog Policy, Driving in Public, LTE Driver Hiring, Comp Time/Overtime Request Form.

Arranged for the annual maintenance on the two balers in the recycling building, that was performed on May 7<sup>th</sup>..

Arranged for the required semi-annual groundwater monitoring which was performed on March 12<sup>th</sup> & 13<sup>th</sup>.

Received notification that Helge Helgeson would be having knee surgery on May 14<sup>th</sup> and would be off for approximately 6 months following that. He has been off work since November. This is an old Worker's Compensation injury that had been re-injured at home.

Received a call from the DNR regarding a complaint that FCI is not recycling aluminum cans. Reviewed the procedures that had been taken when the Director received the same complaint. Also assisted FCI with paper recycling. A special container was built for their use and will be delivered.

Submitted the Vehicle Description Sheet listing all of our licensed vehicles for the DNR Collection & Transport License.

Called Digger's Hotline to mark the area for a protective roof over the new air conditioner units. The units had to be moved to the side of the building that gets a lot of snow & ice falling from the shop that could cause damage to the new units.

Assisted Planning & Zoning with a property in New Chester Township regarding garbage overflowing the dumpster and being thrown from an upstairs window.

The monthly Hazardous Waste inspection was completed as required.

No other significant loss control/safety issues were seen this month.

**\*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 testing & maintenance of the pumping, sprinkler & alarm system was done on April 17<sup>th</sup> by Monona Plumbing.

**ADMINISTRATIVE PROJECTS: During the month of April/May the Director performed the following duties:** Arranged shipments of tires, baled recyclables, computers, fluorescent light bulbs, corrugated, appliances, and scrap metals as needed. Also assisted Juneau County with 2 semi loads of plastics that needed to be removed. Adams County will receive the revenue from these 2 loads. Also assisted them with discussion of commingled collection and processing options.

Continued to coordinate new curbside and residential route customer orders. We had 31 new customers since the last report that adds \$6,282 in annual revenues to the department. Many other inquiries and order changes have been received. Ordered containers, dumpsters, signs & labels for business/residential customers as new customers sign up for the program. Also ordered 4 more 30 yd roll-off containers due to increased demand from private customers and township drop-off sites.

Completed and submitted the State Fuel Tax Refund application form for March/April.

Worked with Corporation Counsel's office on the LTE hiring process & advertisement.

Completed and submitted the 2007 Final Recycling Grant Report & Accomplishment Form to the DNR by the deadline. Assisted Juneau County in completing their report. Also assisted Juneau County in completing their MRF Self-Certification form.

Continuing to assist the Town of Rome with cost savings options for their drop-off site.

Received the signed agreement between Jackson, Adams, Monroe, Vernon Counties with Midwest Recycling Association for school and special event education. This qualifies us for the REI Grant.

Continuing slow progress on the routing software implementation. The computer software system at the landfill was updated the week of April 14<sup>th</sup> to be able to better coordinate with the routing program. Staff was trained on this new update and the program is being fine tuned daily.

Auditors were at the landfill on April 14<sup>th</sup>.

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

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

Will give tours to the 6<sup>th</sup> grade classes on May 21, 2008.

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

**LANDFILL CONSTRUCTION:** No additional construction has been done other than excavation of the soils for cell #4. Ayres Associates was asked to put prices together for options for when this existing 14 acre site is filled in about 8-10 years. Since it takes several years to site and build a new landfill we should start now to plan for the future.

Some options include:

1. Vertical and Horizontal Expansion of cells #3 and #4. Since #1 and #2 do not have a composite liner we will not be able to expand those sites under current Subtitle D Regulations. This would make the most sense since the infrastructure is already here (roads, leachate tank, monitoring wells).
2. Site and build a completely new landfill. If we went with this option we would need to build a large regional landfill to serve more than one county. Siting this facility in the County may be difficult due to the NIMBY (Not In My Back Yard) philosophy. This would not be an option if we would only allow Adams County waste as the cost of siting and building a whole new landfill elsewhere would be cost prohibitive.
3. Build a transfer site at our current location and take to another site.
4. Close down and let the private haulers take our materials. This would probably cost the customers more than if the County retained control. This option would make it difficult to offer the special services such as tire & appliance roundups, sharps, fluorescent, hazardous waste collections, etc. The County would remain responsible for all recyclables within the County per state law.