

ADAMS COUNTY SOLID WASTE COMMITTEE
Wednesday, April 15, 2015, 6:00 PM
Landfill Office, 1420 Hwy 21, Friendship, WI 53934

MEMBERS PRESENT: Florence Johnson, Chair
Larry Babcock, Vice-Chair
Paul Pisellini
Barb Morgan

ABSENT/EXCUSED: Mark Hamburg

OTHERS PRESENT: Brenda Quinnell, SW Director
Erik Lietz, Ayres Associates
Jason Reichhoff
Rick Bakovka
Dean Veneman
Matt Zacher
Mike Orminski

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

WAS THE MEETING PROPERLY ANNOUNCED? YES. ROLL CALL: JOHNSON, BABCOCK, PISELLINI AND MORGAN. HAMBURG WAS EXCUSED.

APPROVAL OF AGENDA: *Motion by Babcock, second by Pisellini, to approve the agenda as presented. All in favor; motion carried.*

APPROVAL OF OPEN SESSION MINUTES FROM MARCH 11, 2015 REGULAR SOLID WASTE MEETING: *Motion by Morgan, second by Pisellini, to approve the Open Session minutes as presented for the March 11, 2015 Solid Waste meeting. All in favor; motion carried.*

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

COMMUNICATIONS/CORRESPONDENCE/OTHER BUSINESS: There was no other correspondence or other business to discuss.

FINANCIAL REPORT: *Motion by Babcock, second by Morgan, to accept the Financial Report and Check Summary as presented. All in favor; motion carried. Motion by Morgan, second by Pisellini, to request that the 420 and 600 accounts are not combined until further information is received. All in favor; motion carried.*

SITE REPORT: Quinnell distributed and the committee reviewed the Site Report dated April 15, 2015 (see attached copy). *Motion by Pisellini, second by Babcock, to approve the Site Report as presented. All in favor; motion carried.*

UPDATE ON TOWN OF ROME RECYCLING PROJECT: Mr. Bakovka thanked the Committee for having the group back to discuss the proposed Rome Recycling Project. Mr. Orminski gave an update on their

progress. Questions were asked and discussion held. The group will keep the Committee apprised of any progress or changes. The Committee will keep them on the agenda each month so that they are free to attend any meetings with updates.

TIRE DISPOSAL PRICE INCREASE: Quinnell reported a large increase to their cost for disposal of tires. *Motion by Pisellini, second by Babcock, to increase the prices of tires. All in favor; motion carried.*

TIRE & APPLIANCE ROUND-UP: Quinnell requested to *not* hold a Tire and Appliance Round-up this year due to increased prices and difficult market. *Motion by Morgan, second by Babcock, to not have a Tire and Appliance Round-Up this year. All in favor; motion carried.*

CONSTRUCTION BIDS REVIEWED AND POSSIBLE AWARDING: Mr. Lietz distributed and reviewed the bid tabulations and summaries. Discussion was held regarding the Cap Construction bids. *Motion by Babcock, second by Morgan, to award the Phase 1 & 2 Cap Construction contract to Kopplin & Kinas Co. Inc., accepting their Base Bid, Supplemental 1, and Supplemental 4, but rejecting Supplemental 2 and Supplemental 3. All in favor; motion carried.*

Discussion was held regarding the Gas System bids. *Motion by Morgan, second by Babcock, to award the Phase 1 & 2 Gas System Construction bid to Terra Engineering and Construction Corporation, accepting their Base Bid and their Supplement 1. All in favor; motion carried.*

APPROVE ANY VEHICLE/EQUIPMENT PURCHASES/RENTALS: Quinnell reported on the scraper that the Committee saw in the yard that the foreman brought back from Federal Property. He would like to try it out and purchase it if it runs well. The purchase cost would be a small percentage of the price. This scraper has a cab with fresh air return which is much safer and healthier for the employees working in the dust and sand. The current scrapers would be sold to offset the costs. A discussion was held regarding the various methods of selling equipment, including the Internet. *Motion by Morgan, second by Pisellini, to approve the purchase of the scraper. All in favor; motion carried.*

APPROVAL OF ANY TRAININGS OR CONFERENCES: There were no new trainings or conferences to approve.

IDENTIFY POSSIBLE UPCOMING AGENDA ITEMS: The following items may be placed on the next agenda: Updates on pertinent items, and Updates on the Town of Rome Recycling Project.

NEXT MEETING DATE AND ADJOURN: The next regular monthly meeting will be held on Wednesday, May 13th, 2015 at 6:00 PM at the Landfill.

Motion by Morgan, second by Pisellini, to adjourn until the next meeting. All in favor; motion carried.
Meeting adjourned at 8:18 P.M.

Respectfully submitted, Brenda Quinnell, Recording Secretary

THESE MINUTES HAVE APPROVED BY THE COMMITTEE ON MAY 13, 2015

SITE REPORT ATTACHED

SITE REPORT - - SOLID WASTE DEPARTMENT
April 15, 2015

TIPPAGE: 4,278,194 lbs of garbage were brought in which is the highest for the month and 19.65% more than last year March.

MEETINGS/SEMINARS/TRAINING: Director attended Admin/Finance Committee on April 9th regarding a request from Clerk to combine the 600 and 420 accounts.

SITE/EQUIPMENT IMPROVEMENTS: Normal maintenance/repairs were performed. Community Service workers worked two Saturdays to begin cleaning up the woods in anticipation of our DNR Site visit. The Director worked one of the Saturdays and the Office Manager worked the other in order to have personnel here. Painting has begun in the office area and bathrooms – taking advantage of a paint sale and a Community Service worker.

INSPECTIONS: No inspections were performed during the month. The annual cathodic testing was performed as required by State Law.

LOSS CONTROL/SAFETY/STAFF ISSUES: Since the last committee meeting the department had four First Reports, none of them being reportable. We continue to have two employees on restricted duty, one is post surgical and the other is receiving therapy. The long-term restricted employee is no longer with the Department.

Worked with Personnel Director to fill the vacant Equipment Operator position. Hank and I reviewed the applicants to choose who to interview and test. Nothing is scheduled yet.

Continue to train the office manager in her new duties while she trains the office staff.

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

ADMINISTRATIVE PROJECTS: Since the last committee meeting the Director performed the following duties: Worked with the Recycling Manager to arranged shipments of two loads of plastic, one load of paper, two loads of cardboard, one load of electronics, and one load of fluorescent bulbs. Different vendors/options are still being explored due to changes in markets, particularly televisions and CRT glass.

Completed the Annual MRF Self Certification Report. (4400-164)

Completed the Annual Tonnage & Capacity Certification/License Renewal. Myrna had submitted online and I completed the remainder. (4400-123)

Completed the Water Withdrawal Reporting.

Developed short-term and long-term departmental goals.

Worked with MIS to get the Recycling Manager setup with a laptop computer and email.

Met with Chula Vista and submitted a proposal for services.

Contacted UW Extension SHWEC Division regarding proposed State Budget regarding increasing prices.

Contacted Land & Water and local DNR Forester regarding logging the property.

Contacted MIS to make several changes and updates to the website.

Met with D&K and Alter Metal regarding changes to scrap metal recycling and setting new containers.

Ordered a sign for collection of household appliances and metals up front.

Contacted Corporation Counsel, Sheriff, and Clerk of Court regarding Ordinance enforcement.

Met with Clerk twice regarding the books.

Met with lead Auditor and the Clerk again regarding the books.

Auditors were here all day on April 7th.

Contacted Rhinehart Metal Buildings to repair roof leaks before electrical damage is done.

Monitored Experience Works employee and submitted paperwork as necessary. Furnished hours for Community Program workers.

LANDFILL CONSTRUCTION: On March 16 Ayres was here and we were able to witness our landfill being surveyed by a drone – probably the first landfill in the State to be surveyed this way. They went to Monroe County that afternoon and did the same thing there.

Hank and I participated in the pre-bid meeting and tour here on March 31st in order to answer any questions by the contractors.

Along with Ayres, opened the bids here on April 9th.