

**ADAMS COUNTY SOLID WASTE COMMITTEE**  
**Wednesday, March 12, 2014, 6:00 PM**  
**Landfill Office, 1420 Hwy 21, Friendship, WI 53934**

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

**ABSENT/EXCUSED:** Dean Morgan

**OTHERS PRESENT:** Myrna Diemert, SW Director  
Everet Johnson

**CALL MEETING TO ORDER:** The meeting of the Adams County Solid Waste Committee was called to order by Chair, Larry Babcock at 6:05 P.M.

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

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

**APPROVAL OF OPEN SESSION MINUTES FROM FEBRUARY 6, 2014:** *Motion by Johnson, second by Bays, to approve the Open Session minutes as presented for the February 6, 2014 meeting. All in favor. Motion carried.*

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

**COMMUNICATIONS/CORRESPONDENCE/OTHER BUSINESS:** Ms. Diemert has questions on Resolution #41-2014 regarding the new committee structure and confusing language. Patrick Gatterman will make the necessary corrections prior to the County Board meeting.

**DISCUSSION ON GEITS/CITY OF ADAMS PROJECT:** We have heard nothing further from the City or GEITS. We did not receive a response to our list of questions regarding the storage of baled materials.

**FINANCIAL REPORT:** Ms. Diemert presented the Financial Report and Monthly Check Summary for February, 2014. Discussion was held. **Motion by Gatterman, second by Johnson, to approve the Financial Report and Monthly Check Summary as presented. All in favor. Motion carried.**

**SITE REPORT:** Ms. Diemert handed out and reviewed copies of the Site Report dated March 12, 2014 (see attached copy). Discussion was held. *Motion by Johnson, second by Bays, to approve the Site Report as presented. All in favor. Motion carried.*

**APPROVE ANY VEHICLE/EQUIPMENT PURCHASES/RENTALS:** There were no purchases or rentals to approve.

**EMPLOYEE UPDATE:** Ms. Diemert updated the Committee on the status of the employees. There are two employees who will be off 6-8 months for surgical procedures and are claiming Workers Comp for old injuries. Another employee has a knee injury and will be off for an unknown amount of time. This will cause severe staff shortages this summer and discussion was held on how to pay for replacements for our summer busy season as well as Cell #4 construction that is planned.

**REVIEW/APPROVE REVISED JOB DESCRIPTION ON RECYCLING MANAGER POSITION:** Ms. Diemert presented the revised job description for the position and discussion was held on the WIPFLI Study Appeals Process. She also presented a spreadsheet showing what similar positions are being paid in other counties. That range is from \$22.20/hr to \$31.10/hr. This position is currently being paid \$15.28/hr and is being forwarded through the appeals process. *Motion by Bays, second by Gatterman, to approve the revised job description and recommend placement in Grade 11 of the WIPFLI study. All in favor. Motion carried.*

**APPROVAL OF ANY TRAININGS OR CONFERENCES:** 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: updates on pertinent items.

**NEXT MEETING DATE AND ADJOURN:** The next regular monthly meeting will be held on Wednesday, April 9, 2014 at 6:00 PM at the Landfill.

*Motion by Johnson, second by Gatterman, to adjourn until the next meeting. All in favor. Motion carried.* Meeting adjourned at 7:30 P.M.

Respectfully submitted, Myrna Diemert, Recording Secretary

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

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**SITE REPORT - - SOLID WASTE DEPARTMENT**  
**March 12, 2014**

**TIPPAGE:** 2,225,600 lbs of garbage were brought in which is the **highest** for the month and 54% more than last year.

**Out-Of-County: Feb 01, 2014-Feb 28, 2014**

	LBS		TONS		VALUE
Garbage - Coloma Village Contract	11,580.00	LB	5.79	TN	\$ 347.40
Garbage - Contracted Out of County	1,017,720.00	LB	508.86	TN	\$ 30,531.60
Garbage - Juneau County	8,540.00	LB	4.27	TN	\$ 256.20
Garbage - Marquette County	4,920.00	LB	2.46	TN	\$ 147.60
Garbage - Oxford Village Contract	21,920.00	LB	10.96	TN	\$ 657.60
Garbage - Waushara County	6,100.00	LB	3.05	TN	\$ 183.00
Garbage - Wood County	5,700.00	LB	2.85	TN	\$ 171.00
Cont Deliver/Switch 20 yd Out of County	1.00	LB	0.00	LB	\$ 300.00
Cont Deliver/Switch 30 yd Out of County	1.00	LB	0.00	LB	\$ 325.00
Rec Comingled - Coloma Village Contract	1,460.00	LB	0.73	LB	\$ 21.90
Rec Comingled - Hauler Pay Out of Co.	41,600.00	LB	20.8	LB	\$ 624.00
Rec Comingled - Oxford Village Contract	3,680.00	LB	1.84	LB	\$ 55.20
<b>TOTAL OUT-OF-COUNTY</b>					<b>\$ 33,620.50</b>

**MEETINGS/SEMINARS/TRAININGS:** Attended Wellness Committee on February 25<sup>th</sup>.

Met with joint Admin & Finance/Executive on March 10<sup>th</sup> to review the JDQ for the Recycling Operator which needs to be placed in a different wage grade in the WIPFLI study.

Attended the WIRMC Winter Conference in Green Bay on February 25 – 28<sup>th</sup>.

Plan to attend County Board on March 18<sup>th</sup>.

Will be on vacation March 20-31<sup>st</sup>.

Plan to attend a meeting with the Clean Sweep partners on Friday, April 4<sup>th</sup>.

Plan to attend the DNR RU training on April 10<sup>th</sup> in Black River Falls.

Scheduled to meet with auditors the week of April 7<sup>th</sup>.

Plan to attend Dept. Head meeting on April 24<sup>th</sup>.

Attended other various meetings through the month.

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

**INSPECTIONS:** 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.

Applied for the Annual Scale Operator License thru DATCP. Received Scale Operator License and posted as required.

Submitted list of vehicles that need Class B overweight permits from the Highway Dept.

Arranged for the annual inspection and maintenance on the automated fuel system and underground tank, including cathodic protection testing. This is required for our fuel system license.

Received the quarterly gas probe monitoring data and no methane gas was detected.

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

Quarterly Sprinkler System inspection & maintenance was performed on 1-21-14.

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

Completed the JDQ and Job Description for the Recycling Operator and submitted it to the Personnel Director.

Arranged for Village of Oxford Spring Clean-up scheduled for April 26<sup>th</sup>. Contractor was notified.

Continued to work with Hank on finding a replacement landfill compactor and worked with Admin Coordinator on financing options. Unit was delivered on 2/28.

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.

**SITE REPORT: LANDFILL CONSTRUCTION:** Hank and the crew are continuing to strip the overburden and mine clay as weather allows. Ayres is working on the bid documents for the placement of the plastic liner membrane for the South ½ of cell #4. Hauling of the clay will also be contracted out due to staffing shortages.