

ADAMS COUNTY PUBLIC WORKS COMMITTEE

**AUGUST 13, 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
Mike Keckeisen

OTHERS PRESENT: Myrna Diemert, Solid Waste Director
Brenda Rhinehart, Office Manager/Loss Control
Steve Bischoff, Ayres
Erik Lietz, Ayres
Barb Petkovsek, Administrative Coordinator
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 7:00 P.M.

WAS THE MEETING PROPERLY ANNOUNCED? YES

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

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

APPROVAL OF OPEN SESSION MINUTES FROM JULY 7, 2008: *Motion by Johnson, second by Renner, to approve the Open Session minutes as presented for July 7, 2008 meeting. All in favor. Motion carried.*

PUBLIC PARTICIPATION ON AGENDA ITEMS: Steve Bischoff, Ayres Associates, introduced Erik Lietz who recently joined the Eau Claire office from Green Bay. Steve also explained that the DNR conducted their site inspection last week and, once again, commented on the quality of the landfill operations and staff, and how the DNR uses the Adams County landfill as a model for others. There was no other public participation.

PRESENTATION OF CREDIT CARD IMPLEMENTATION PROJECT: Brenda Rhinehart and Barb Petkovsek gave information to the Committee on the status of the landfill being able to accept credit and debit cards. There is still some confusion on what type of transactions can be done on-line, over the phone, and at the counter. It is still not sure whether the software will work on our computer equipment. Further investigation will be needed and this will be postponed until further information is available.

COMMUNICATIONS/CORRESPONDENCE/OTHER BUSINESS: Ms. Diemert had no other

communications, correspondence, or other business to bring before the Committee.

FINANCIAL REPORT: Ms. Diemert presented and reviewed the July 2008 Financial Report. Ms. Diemert also presented the Check Summary Report, dated 8/1/08, to the Committee for review. Discussion was held. *Motion by Morgan, second by Renner, to approve the July 2008 Financial Report and Check Summary Report as presented. All in favor. Motion carried.*

Ms. Diemert next presented the Preliminary 2009 Budget information. She stated that this proposed budget included increases in wages & fringes, overtime, fuel, heating, electric, and creates one additional truck driver/equipment operator position funded by recycling grant money and revenues from increased customers. Revenues will also increase based on increases in fees and additional customers. Also proposed is the elimination of Saturday hours as this is all overtime pay according to the new Union contract. Saturday customers have other options including using their Town drop-off site, renting roll-offs for large projects, or contracting for service at their homes. The overall proposed 2009 tax levy portion of the Solid Waste budget is less than 2% over last year. *Motion by Johnson, second by Morgan, to approve the proposed 2009 Budget as presented. All in favor. Motion carried.*

Discussed next was the proposed fee increases for 2009. A \$2.00 per ton tip fee increase is proposed, 10% on service to residences and businesses, as well as the container haul fees to private citizens and townships. Discussion was held. *Motion by Johnson, second by Babcock, to approve the proposed price increases for 2009 as presented. All in favor. Motion carried.*

SITE REPORT: Ms. Diemert handed out and reviewed copies of the Site Report dated August 13, 2008 (see attached copy) and discussion was held. *Motion by Morgan, second by Renner, to approve the Site Report as presented. All in favor. Motion carried.*

The Committee recessed at 8:29 PM. The Committee reconvened at 8:37 PM.

APPROVAL OF ANY TRAININGS OR CONFERENCES: Ms. Diemert stated that the Committee would need to approve their attendance at the NEWCMG/WCSWMA Fall Conference on September 30, October 1 & 2. Discussion was held. *Motion by Johnson, second by Renner, to approve the Solid Waste Committee to attend the NEWCMG/WCSWMA Fall Conference. All in favor. Motion carried.*

IDENTIFY POSSIBLE UPCOMING AGENDA ITEMS: Continued discussions on credit/debit cards would be placed on the next agenda. There were no other agenda items identified at this time.

NEXT MEETING DATE AND ADJOURN: The next regular monthly meeting will be held on Tuesday, September 9, 2008 at 7:00 P.M. at the Landfill. *Motion by Renner, second by Keckeisen, to adjourn until the next meeting. All in favor. Motion carried.*

Meeting adjourned at 8:59 P.M.

Respectfully submitted,
Myrna Diemert, Recording Secretary

THESE MINUTES HAVE BEEN APPROVED BY THE COMMITTEE

SITE REPORT
AUGUST 13, 2008
SOLID WASTE DEPARTMENT

TIPPAGE REPORT: 3,190,220 lbs of garbage were brought in which is the highest amount ever brought into the landfill for July.

There were 12 new over-the-scale customers during the month and is typical for this time of year. (Minimum of \$720 in annual revenues if these new customers use the facility one time per month with minimum weight). Since April 1, 1998 we have had 4,045 new customers over the scale.

MEETINGS/SEMINARS/TRAININGS/CONFERENCES:

Attended the Federal Property Advisory Committee Meeting on July 9th.

On July 9th & 10th attended the LaCrosse County Annual Disposal System Meeting and SW Director's Meeting. On July 11th attended the joint WCSWMA/SWANA meeting as well as the LaCrosse County Drug Collection Program Workshop.

Attended County Board meeting on July 15th.

Attended the Loss Control meeting on July 16th.

Met with Administrative Coordinator and other Department Heads on July 23rd regarding storage needs for storage.

Met with Administrative Coordinator and other Department Heads on July 24th regarding the schedule of the tour. Also attended the Department Head Meeting following that meeting.

Attended a Health Insurance Study Committee meeting on July 29th. Also attended the Wellness Committee meeting on July 29th.

Attended a meeting with Administrative Coordinator on July 30th regarding the Enterprise Fund creation and budget preparations. Also attended a Department Head meeting regarding non-lapsing accounts in the afternoon.

Toured possible locations for the Veterans Day Wellness Inservice Day with the Wellness Committee on July 31st.

On August 1st, attended the day-long tour of County facilities with County Board members and Department Heads. Gave a presentation and tour of the landfill, composting area, and recycling facility.

Attended other various meetings through the month.

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

INSPECTIONS: DNR conducted an inspection on August 7th. No violations or areas of concern were identified. Discussion was held regarding using glass as sub-base for Cell #4 construction. No other inspections were conducted during July/August.

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.

Director and Loss Control officer met with Dan Folmer, United Heartland, to review our Worker's Comp claims, and safety inspection items.

Assisted a company to properly dispose of Xray developer found in their building.

Received the results of the required landfill gas probe monitoring that was performed on June 4, 2008. There was no methane gas detected at the two probes tested.

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 continued on the wellhouse pumping system and no problems or defects were identified during these weekly inspections.

Monona Well & Fire Protection performed the annual maintenance & testing on the pumping system on August 13th. There was a problem with the water pump overheating and staff was called to repair the pump. During the testing the diesel engine blew a gasket and will have to be rebuilt at a cost of approximately \$4,000.00. After the repairs were made, the testing company came back and inspection passed.

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

Was present at the Monroe Township Drop-off site at 1:30 on July 23rd to assist the attendants with questions and training. New pamphlets and handouts were discussed with the attendants and Town Supervisors present.

Continued to coordinate new curbside and residential route customer orders. We had 29 new customers since the last report that adds \$9,513.00 in annual revenues to the department. Many other inquiries and order changes have been received. We are currently billing \$493,545.00 annually for this service. More containers, dumpsters, signs & labels for business/residential customers as new customers sign up for the program. Also ordered more roll-off containers due to increased demand from private customers and township drop-off sites.

Provided a booth at the fair to hand out landfill, composting, and recycling information. Questions were also answered by staff.

Assisting Juneau County with disposal of flood damaged homes. They have requested that some of these homes come to Adams County. Their request was forwarded to the Advisory Committee members.

Assisting Chula Vista with disposal/donation of mattresses and sofa sleepers that they are replacing. There are approximately 400 sets of queen & king size mattress sets and 80 sofa sleepers to be given away. Contacted Practical Cents, other non-profit organizations, and other County SW & Recycling people who are arranging to pick up the items on the days designated.

Also arranging with Practical Cents to set up a container at the landfill site where good useable items can be donated to Practical Cents instead of landfilling them. Practical Cents will come out and pick up the items. We are trying to locate a storage unit that can be placed for donations.

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

Arranged for Winnebago County to chip our brush pile & pallets during the week of July 21st.

Responded to the DNR regarding our tip fees for a listing of average tip fees they compile.

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

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

LANDFILL CONSTRUCTION: Work continues on the excavation and preparation of the sub-base for Cell #4. The equipment operators are doing this work as their schedules allow. Ayres is checking with the DNR to see if we can use our glass aggregate on the sub-base material for Cell #4. They are also requesting information on expansion to the East into Cell #5 which is not included in our current licensed area.

Cell #2 is also being final graded. Survey shows that over the past 2 year period Cell #2 has settled only 1/10th of an inch which shows that our compaction is very good.