

ADAMS COUNTY PUBLIC WORKS COMMITTEE
November 9, 2009, 1:00 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
Steve Bischoff

CALL MEETING TO ORDER: The meeting of the Adams County Public Works Committee was called to order by Chair, Larry Babcock at 1:04 P.M.

WAS THE MEETING PROPERLY ANNOUNCED? YES

ROLL CALL & APPROVAL OF AGENDA: BABCOCK, MORGAN, JOHNSON, RENNER, AND KECKEISEN PRESENT. Ms. Diemert suggested that the discussion on LTC and Closure should be moved directly after the Financial Report so that Barb P. could be a part of discussion on all three topics. *Motion by Morgan, second by Renner, to approve the Agenda as amended. All in favor. Motion carried.*

APPROVAL OF OPEN SESSION MINUTES FROM October 14, 2009: *Motion by Keckeisen, second by Renner, to approve the Open Session minutes as printed for the October 14, 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 October 2009 and discussion was held. She then presented the Monthly Check Summary for October 2009 and discussion was held. *Motion by Johnson, second by Morgan, to approve the Check Summary Report for October 2009. All in favor. Motion carried.*

Ms. Diemert next reported that she was notified that Admin & Finance Committee cut approximately \$39,000 from their budget at their last meeting. She explained that she then adjusted the revenues by raising rates, mostly to the drop-off sites. She also notified the towns of these increases and that they are required to use the County Landfill no matter who hauls the material. She also reported that some towns are already looking elsewhere for a provider due to these increases. Our tax levy portion is now **\$271,149.00** which is **18.6%** lower than last year. Motion by Keckeisen, second by Renner, to postpone voting on these price increases until further discussion is held at the November County Board meeting.

UPDATE ON LTC/DNR OPTIONS/RESOLUTION TO RETAIN FUNDS IN SW ACCOUNT:

Barb P. and Liz joined the meeting to explain the deficit and how the transfer of funds would be done by the auditor. Ms. Diemert reported that the official letter from the DNR was received and furnished to the bank and to the County Treasurer. The transfer of funds will be done following the November 12th Admin & Finance meeting and approval.

DISCUSS AND APPROVE OPTIONS FOR CLOSURE ACCOUNT: Ms. Diemert reported on the progress of the Closure Account. Currently the Closure Account Proof of Financial Responsibility is through an Irrevocable Letter of Credit at the Grand Marsh Bank. We were recently notified that the the Closure Account needs to be increased significantly due to changes in construction specifications due to the Subtitle D changes. Several other options are being investigated, including setting up an escrow account using sales tax monies. Further discussion on these options will take place with Admin & Finance.

SITE REPORT: Ms. Diemert handed out and reviewed copies of the Site Report dated November 9, 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 STRONGS PRAIRIE/JUNEAU COUNTY WASTE APPROVAL: Ms Diemert stated that the information she received regarding the resolution was in error, the Resolution as presented has not gone before the town board. The Public Works Committee was to review the Resolution, make suggestions regarding the wording, and then send it back to the Landfill Committee. Discussion was held and Ms. Diemert will submit the suggested changes to the Town. Members were reminded of the Landfill Advisory Committee meeting which is scheduled for Monday, December 21, 2009 at 7:00 PM at the Strongs Prairie Town Hall.

UPDATE LANDFILL OPERATIONAL ORDINANCE #16-1989: Ms. Diemert presented information on other ordinances that she has been investigating. She states that she did find one that includes language on controlling where waste should be deposited, as well as language regarding required waste vehicle permits hauling within their county. The Ordinance should include stronger language on citations and compensation to the County for waste taken out of county. Ms. Diemert was instructed to make the necessary changes and get them to Corporation Counsel for review.

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. She invited Committee Members to attend the grinder demonstration being put on by Roland Equipment that is being held in Wausau tomorrow. Those wishing to attend should meet at the landfill at 8:15.

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.

NEXT MEETING DATE AND ADJOURN: The next regular monthly meeting will be held on Wednesday, December 16, 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 3:25 P.M.

Respectfully submitted,
Myrna Diemert, Recording Secretary

THESE MINUTES HAVE BEEN APPROVED BY THE COMMITTEE

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SITE REPORT

November 9, 2009

Solid Waste Department

TIPPAGE REPORT: 2,391,200 lbs of garbage were brought in which is the 6th highest amount ever brought into the landfill for October. Year to date, we are down 13.17% in tonnage from 2008.

There were 11 new over-the-scale customers during the month and is typical for this time of year. (Minimum of \$660.00 in annual revenues if these new customers use the facility one time per month with minimum weight). Since April 1, 1998 we have had 4,250 new customers over the scale.

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

Attended Department Head meeting on October 7th and October 22nd.

Attended Admin & Finance Committee meeting on October 15th regarding the Overdue Accounts Policy. Worked with Treasurer, Corp Counsel and Admin & Finance Coordinator on proper wording to go into this years' tax bill for next year.

Met with Admin & Finance on October 20th & 22nd regarding the Long Term Care and closure funds. Long Term Care letter was forwarded to Treasurer and Bank for transfer of funds. Closure Account is being reviewed for other options.

Attended County Board on October 20th and gave a landfill update.

Attended Health Insurance Study Committee and Wellness Committee meetings on October 22nd.

Attended Federal Property Advisory Committee on October 21st in Waunakee.

Attended the 5-County Regional Landfill meeting in Norwalk on October 29th.

Plan to attend the demonstration of MSW & C&D grinding at the Marathon County Landfill on Tuesday, November 10. Committee members are invited to attend. Will also see a demonstration of the Highway Dept. equipment.

Plan to attend the Veteran's Day In-Service on November 11th.

Plan to Attend the Admin & Finance Committee meeting on November 12 at 9:00 for LTC Release of funds and MIS's request for a new telephone system at the landfill.

Plan to attend County Board on November 17th.

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.

Badger Scale performed repairs and testing on the scale pm October 27th.

Placed a "No Hunting on Landfill Property" advertisement in the local newspaper.

A staff/safety meeting was held on October 27th.

Arranged for random drug & alcohol testing was done on 8 employees.

Received gas probe test results and no methane was detected. Monitor well test results were also received and are similar to those in the past. Monitoring wells up-gradient and down-gradient show similar results. No VOC's were detected.

***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 29th by Monona Plumbing.

An emergency alarm was reported on Saturday, October 24rd due to the power being out in the area. The Director responded twice to shutoff the alarm and then to reactive the alarm after the power came back on.

ADMINISTRATIVE PROJECTS: **During the month of October/November 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 17 new residential/business account customers since the last report which increases our annual revenues by \$5004.00. We also had 21 customers who cancelled service because they are moving, lack of payment, or couldn't afford, creating an annual loss of \$6,882.00. We also had 6 new customers renting roll-off containers. We are currently billing \$552,501.00 annually for this service.

The landfill was closed at 11:00 on October 9th and 23rd and will again be closed on November 20th, and December 4th.

Revised the 2010 proposed price increases following Finance Committee cutting an additional \$40,000 from our 2010 budget. Towns were notified that their drop-off fees would be increasing and that if they change haulers, they must bring it to our landfill. Four Towns requested a copy of the Ordinance. Also furnished Town of Quincy with a quote for town-wide curbside collection.

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

Furnished old landfill site location information to Land Conservation for the Duck Creek Watershed project. GIS will work on mapping all the old sites.

Continuing to work on the glass aggregate project. Contacts by DNR, SHWEC, Dale Gubbels from Nebraska continue to come in.

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

Received an invitation to a demonstration of a large grinder and screen that could extend the life of the landfill. Committee members are invited to attend November 10th demonstration in Wausau.

Working on new language for the Landfill Operational Ordinance. Reviewing other agreements for wording suggestions. New language will provide for a penalty for waste going out-of-county as well as requiring a permit to haul waste and recyclables in Adams County. This permit will allow us to make haulers aware of their responsibilities to make their customer recycle, to provide volumes to the County, and make them aware that they must use the County Landfill site.

Received notice that the new law (SB107) on electronics disposal will be taking place on January 1st. As of September 1, 2010 electronics will be banned from landfills. Electronics banned include computers & peripherals, Video Display devices (TVs, monitors, scanners, data storage devices, desktop printer, combo printer/fax/scanner/copiers, fax machines, DVD players, VCRs, servers. Cell-phones, and pagers. Summary and Guidance sheets will be coming from the DNR and we will furnish this information to the Town drop-off sites.

Working with North Star Services on contracted labor for the recycling building as well as all electronics listed in SB107. Their Board will be coming for a tour of the recycling building to assess whether their clients can perform the work. More discussion will take place on this.

Bid specifications for the new phone system were prepared and two bids were received. The replacement of the telephone system was approved in the 2009 budget. MIS Dept and SW Director reviewed the bids and will be making a recommendation. A vendor was selected and Dawn will be discussing this at Admin/Finance and PW Committee meeting on November 12th.

Also received quotes for new truck radios and handheld which will need to be replaced within the next several months. Units are being replaced as they need service.

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.