

**ADAMS COUNTY SOLID WASTE COMMITTEE
SEPTEMBER 8, 2010, 6:00 PM
LANDFILL OFFICE, 1420 HWY 21, FRIENDSHIP, WI 53934**

MEMBERS PRESENT: Larry Babcock, Chair
Dean Morgan, Vice-Chair
Florence Johnson, Secretary
Mike Keckeisen
Patrick Gatterman

OTHERS PRESENT: Myrna Diemert, Solid Waste Director
Steve Bishoff, Ayres
Barbara Morgan

CALL MEETING TO ORDER: The meeting of the Adams County Solid Waste Committee was called to order by Chair, Larry Babcock, at 6:08 P.M.

WAS THE MEETING PROPERLY ANNOUNCED? YES

ROLL CALL & APPROVAL OF AGENDA: BABCOCK, MORGAN, KECKEISEN, GATTERMAN, JOHNSON. *Motion by Gatterman, second by Keckeisen, to approve the Agenda as presented. All in favor. Motion carried.*

APPROVAL OF OPEN SESSION MINUTES FROM AUGUST 11, 2010: *Motion by Keckeisen, second by Johnson, to approve the Open Session minutes as printed for the August 11, 2010 meeting. All in favor. Motion carried.*

PARTICIPATION ON AGENDA ITEMS: Steve Bishoff, Ayres Project Engineer reported that he inspected the landfill site and everything appears to look good, as usual. There was no other public participation.

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

FINANCIAL REPORT: Ms. Diemert presented the Financial Report for August 2010 and discussion was held. *Motion by Morgan, second by Johnson, to approve the Financial Report for August 2010. All in favor. Motion carried.*

Ms. Diemert next presented the Monthly Check Summary for August 2010 and discussion was held. *Motion by Johnson, second by Babcock, to approve the Financial Report for August 2010. All in favor. Motion carried.*

Ms. Diemert next reminded the Committee that the 2011 SW Budget will be discussed at Finance Committee at 9:00 AM on Monday, October 4th. She invited Committee members to attend.

SITE REPORT: Ms. Diemert handed out and reviewed copies of the Site Report dated September 8, 2010 (see attached copy) and discussion was held. *Motion by Morgan, second by Johnson, to approve the Site Report as presented. All in favor. Motion carried.*

APPROVE BOND RESOLUTION FOR CELL #4 CONSTRUCTION: Ms. Diemert updated the Committee on the Finance Committee discussion that was held on August 19th. She reminded the Committee that they had approved this resolution at the last Solid Waste meeting and now needed to sign the resolution so that it could be included in the September 28th County Board Agenda. Committee members signed the resolution.

UPDATE/ACT ON LANDFILL OPERATIONAL ORDINANCE #16-1989: Ms. Diemert stated that she and Corporation Counsel have worked very hard this month to get the Ordinance finalized. Discussion was held. It was the consensus of the SW Committee to have the Section 8-B Fines & Forfeiture Fee schedule on a separate Appendix so that if we wished to change the fees at any time we wouldn't have to do an entire Ordinance amendment. Discussion was also held on the amounts for the fines and felt that we need to make them significant. **Motion by Keckeisen, second by Johnson to approve the Ordinance as is with the exception of removing Section 8B and making it a separate Appendix for the Fines & Forfeiture Fee Structure. Motion to amend by Keckeisen, second by Babcock, to change the forfeitures to \$250-first offense, \$500-second offense, \$1000-third offense, \$1500-fourth and each subsequent offense. All in favor. Motion carried to amend the Ordinance. Motion by Keckeisen, second by Johnson, to approve the amended Ordinance. All in favor. Motion carried.**

EMPLOYEE UPDATE: Ms. Diemert reported that the hiring for the Truck Driver/Equipment Operator was done following testing and interviews by the hiring committee which was made up of the Director, the Foreman, and the SW Chair. Robin Fell was hired for the position. An eligibility hiring list was also created for any positions available over the next year.

Ms. Diemert also reported that one employee is off following knee surgery which was not a Worker's Comp injury. Another employee is off with a broken hand which is a Worker's Comp injury.

DISCUSS "RE-USE" POLICY AT THE LANDFILL: Ms. Diemert presented the revised Re-Use/Reduce/Recycle Policy for the landfill as requested by the Committee at the last meeting. She also included a copy of the State Statute that recommends this hierarchy of alternatives to waste disposal. **Motion by Keckeisen, second by Gatterman, to approve the Landfill Reduce, Reuse, and Recycling Policy. All in favor. Motion carried.**

APPROVAL OF ANY TRAININGS OR CONFERENCES: Ms. Diemert presented information again on the NEWCMG Conference in Waupaca and Committee members will let her know if they plan to attend. There were no other trainings or conferences to approve.

IDENTIFY POSSIBLE UPCOMING AGENDA ITEMS: The following items will be placed on the next agenda: Updates on items.

NEXT MEETING DATE AND ADJOURN: The next regular monthly meeting will be held on Wednesday, October 13, 2010 at 6:15 PM at the Landfill. **Motion by Johnson, second by Gatterman, to adjourn until the next meeting. All in favor. Motion carried.**

Meeting adjourned at 7:40 P.M.

Respectfully submitted,
Myrna Diemert, Recording Secretary

THESE MINUTES HAVE NOT BEEN APPROVED BY THE COMMITTEE

SITE REPORT
September 8, 2010
SOLID WASTE DEPARTMENT

TIPPAGE REPORT: 3,769,080 lbs of garbage were brought in which is the highest amount ever brought into the landfill. Year to date we are up 6.205% in tonnage compared to 2010.

There were 24 new over-the-scale customers during the month which is typical for this time of year. (Minimum of \$1,440.00 in annual revenues if these new customers use the facility one time per month with minimum weight). Since April 1, 1998 we have had 4,374 new customers over the scale.

OUT-OF-COUNTY TIPPAGE: AUGUST 2010- Juneau County – 82.27 tons = \$4936.20, Marquette County .23 tons = \$13.80, Sauk County - .72 tons = \$43.20, Waushara County – 2.4 tons = \$144.00. Recyclables brought in 66.19 tons = \$932.20. All Out-of-County garbage & recyclables = \$6,419.40.

Out-of-County Container Delivery fees total \$350.00 for 2 containers delivered.

HUTHINSON PROPERTY CLEAN-UP: 40 container lease rentals by Hintz Trucking & Excavating (\$6000.00) and 506.42 tons (\$15,192.46) has come in from 8/1 – 8/31/10 for this clean-up.

MEETINGS/SEMINARS/TRAININGS: Remind Committee of upcoming meetings & conferences: NEWCMG Conference in Waupaca Sept. 29 & 30th; Budget Meeting with Finance October 4th 9:00 AM (Chair & Director); Landfill Advisory Meeting Monday, **December 6th, 2010 at 7:00 PM** (changed from December 20th & December 13th per Director request); WIRMC Annual Conference in Green Bay, February 23 – 25th, 2011.

Attended a Health Insurance Study Committee Meeting on August 31st and also attended the Executive Committee meeting immediately following.

Met with Corporation Counsel on September 2nd regarding the Landfill Operational Ordinance amendments and Town of Rome issues. Several telephone conferences were also held during the month.

Attended the Easton Town Hall meeting on August 16th to give information on new programs and answer questions.

Will be on vacation from September 15th through September 24th. The Director has approximately 4 weeks of vacation to use the end of the year because of the new policy.

Attended other various meetings through the month.

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

INSPECTIONS: There were no 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.

Groundwater Monitoring was performed on September 1st & 2nd by MSA Professionals.

Maintenance Dept. inspected and approved our personal appliances in the Solid Waste Department.

Arranged for 2 employees to have random or pre-employment drug & alcohol testing.

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

The Annual maintenance inspection and testing of the wellhouse & pumping system was performed on August 12th.

The quarterly testing was done on the pumping system by Monona Plumbing.

ADMINISTRATIVE PROJECTS: During the month of August/Sept. the Director performed the following duties: Arranged some shipments of tires, baled recyclables, computers, fluorescent light bulbs, corrugated, appliances, and scrap metals as needed. Tin, aluminum, cardboard and plastics have come up this past month. Some of the comingled bales were shipped to Portage County MRF and we probably be shipping more in the future to IROW. Discussing contracted services with IROW for the operation of the MRF. Receiving sample contracts from other Counties. This is necessary because it is impossible to fill the vacancies in the recycling building under the current policy.

Continued to coordinate new curbside and residential route customer orders. We had 24 new residential/business account customers since the last report which increases our annual revenues by \$7557.00. We also had 18 customers who cancelled service because they are moving, lack of payment, or couldn't afford, creating an annual loss of \$6,585.00. We also had 15 new roll-off container customers. We are currently billing \$601,107.96 annually for this service.

Submitted the 2011 Budget to Admin & Finance by the due date.

Submitted a letter to the Town of Dell Prairie regarding revisions to the Operational Ordinance that affect them. Their existing contract ends December 31, 2010.

Contacted MilkSource regarding available clay at the landfill borrow site. They are interested and will contact us when their project is further along.

Was contacted by Strategic Materials about serving as a temporary storage facility for 3 mix glass from Central WI. Will provide documentation regarding amounts and square footage needed and prices for loading.

Marketing for out-of-county waste is being done by newspaper, radio ads, and personal letters to all townships, cities & villages along the Adams County borders. Because of this we have had several out-of-town customers call or use the County landfill. We have also received calls or letters from Village of Plainfield, Village of Coloma, and Village of Endeavor for curbside collection prices. The Director has been invited to come speak at their meetings in October.

Testing and Interviews were done on August 24th & 25th for the Truck Driver/Equipment Operator/Mechanic position that was open. Robin Fell was hired and started August 27th because of a Worker's Comp injury to another employee. A hiring list was established for the next year.

Received the 2011 Landfill License has been received and posted as required. The 2011 Transporter License has also been received and posted as required.

Received word that Carl Peterson will be out another month following complications from his knee surgery. This is not a Worker's Comp claim.

Received the Patronage check from the WI River Co-op in the amount of \$1,411.86. This makes the per gallon cost for fuel and LP even less.

Continued to work on the RouteOptix scale program. Conversion of our customer and products lists into the new system. The system will be installed and training to be held in late October. Continued discussions with IROW regarding contracted workers for the recycling building.

Contemplating changing Saturday hours in the summer to 8:00 – Noon instead of 10:00 AM – 2:00 PM. Most of the customers come in between 10:00AM & noon and ask that we open earlier. September 4th is the last Saturday we are open until Memorial Day weekend next spring.

Set up the fair booth on Thursday, August 12th. Prime hours will be manned by staff. Will take down on Sunday, August 15th after 4:00 PM.

Arranged for the leachate submersible pump annual testing & maintenance for September 24th.

Will attend County Board on September 28th with the resolution for the landfill construction bond and the revisions to the Landfill Operational Ordinance.

Will attend the NEWCMG Conference on September 29th & 30th. Will also attend a WCSWMA Executive Board meeting following that conference on September 30th.

Monitored Experience Works (previously Green Thumb/Older Workers) workers and submitted paperwork as necessary. Furnished hours for W-2, Probation, Parole & Huber workers and coordinated new placements.

LANDFILL CONSTRUCTION: No further work has been done on Cell #4 other than remarking the grade stakes. Waiting for bonding to continue landfill construction which needs to begin this fall and be done by next fall.