

ADAMS COUNTY SOLID WASTE COMMITTEE
April 11, 2012, 5:30 PM
Room A160, Courthouse, Friendship, WI 53934

MEMBERS PRESENT: Larry Babcock, Chair
Dean Morgan, Vice-Chair
Florence Johnson
Patrick Gatterman
Nick Theisen, SAYL

MEMBERS ABSENT/EXCUSED: Mike Keckeisen
Alexandria Beckman, SAYL

OTHERS PRESENT: Myrna Diemert, Solid Waste Director
Barb Morgan

CALL MEETING TO ORDER: The meeting of the Adams County Solid Waste Committee was called to order by Chair, Larry Babcock at 5:30 P.M.

WAS THE MEETING PROPERLY ANNOUNCED? YES

ROLL CALL & APPROVAL OF AGENDA: BABCOCK, MORGAN, JOHNSON, GATTERMAN (arrived at 5:55) AND THEISEN. ABSENT/EXCUSED: KECKEISEN, BECKMAN. *Motion by Morgan, second by Johnson, to approve the Agenda as corrected. All in favor. Motion carried.*

APPROVAL OF OPEN SESSION MINUTES FROM MARCH 7, 2012: *Motion by Johnson, second by Morgan, to approve the Open Session minutes as presented for the March 7, 2012 meetings. All in favor. Motion carried.*

PARTICIPATION ON AGENDA ITEMS: There was no public participation.

COMMUNICATIONS/CORRESPONDENCE/OTHER BUSINESS: None.

LANDFILL DEPT. WORKING WITH HWY DEPARTMENT/HWY COMMISSION: No further discussions have taken place.

FINANCIAL REPORT: Ms. Diemert presented the Financial Report for March 2012 along with the Check Summary Report.. Discussion was held. *Motion by Morgan, second by Babcock, to approve the Financial Report and the Check Summary Report for March 2012. All in favor. Motion carried.*

SITE REPORT: Ms. Diemert handed out and reviewed copies of the Site Report dated April 11, 2012 (see attached copy). *Motion by Gatterman, second by Johnson, to approve the Site Report as presented. Discussion was held. All in favor. Motion carried.*

DISCUSS AND APPROVE CONTRACTS/AGREEMENTS/LEASES: Ms. Diemert updated the Committee on the progress with IROW. She reported that the RFP has been completed and is being reviewed.

APPROVE ANY VEHICLE/EQUIPMENT OR OTHER PURCHASES OR RENTALS: Ms. Diemert reported that Hank is still working on finding trucks and/or boxes for our Department.

EMPLOYEE UPDATE: Ms. Diemert updated the committee on the progress of the Part-Time Scale Clerk/Secretary hiring. Testing has been done on 2 of the candidates and they did not pass. One more needs to be tested. It was the Committee's consensus that if the third candidate did not pass the testing that the position be offered to Shannel Parr since she did pass the test previously and has been working in the position for several months as an LTE.

She also reported on the Part-Time Driver/Laborer position and that testing is scheduled for April 20th at the landfill. Interviews will be done at the landfill following the testing.

Ms. Diemert updated the Committee on the two employees that are still under partial release for work.

APPROVAL OF ANY TRAININGS OR CONFERENCES: Ms. Diemert had no new trainings or conferences to approve.

IDENTIFY POSSIBLE UPCOMING AGENDA ITEMS: The following items may be placed on the next agenda: Any updates needed.

NEXT MEETING DATE AND ADJOURN: The next regular monthly meeting will be held on Wednesday, May 9, 2012 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 6:26 P.M..

Respectfully submitted,
Myrna Diemert, Recording Secretary

THESE MINUTES HAVE NOT BEEN APPROVED BY THE COMMITTEE

SITE REPORT -- SOLID WASTE DEPARTMENT
April 11, 2012

TIPPAGE REPORT: 2,110,178 lbs of garbage were brought in which is the **third highest** amount ever brought into the landfill for this month. Year-to-date we are up **13.153%** in tonnage compared to 2011.

For March we had 66 new route customer accounts totaling **\$3,172.29**. We also had 32 customers who were put on Financial Hold, Winter Hold, or cancelled service for a loss of **\$1104.50**. Other changes to accounts total loss of \$21.00 for a total monthly **gain of \$2,046.79 in revenues (+\$24,561.48 annually)**.

OUT-OF-COUNTY TIPPAGE: March 2012- Village of Coloma **7.32 Tons = \$439.20**; Juneau County **71.11 tons = \$4266.60**; Marquette County **9.94 tons = \$596.40**; Village of Oxford **12.61 tons = \$756.60**; Waushara County **.14 tons = \$8.40**; Wood County 0 tons = **\$0**.

1- 10yd container haul fees - **\$150.00**. 4 – 20yd container haul fees = **\$700.00**. 1-30yd container haul fee = **\$150.00**.

Comingled-Recyclables brought in **40.9 tons = \$848.25**.

All Out-of-County container haul fees, garbage & recyclables for the month = **\$7940.45**.

MEETINGS/SEMINARS/TRAININGS: Attended a meeting with Ayres Associates to discuss future construction and planning for our site.

Attended a Regional Landfill meeting with Juneau, Vernon, Monroe, Jackson & LaCrosse Counties on March 26th.

Met with Juneau and Monroe Counties Tuesday, April 10th regarding future planning for Juneau County's waste when they closed in 1-2 years.

Attended the Health Insurance Committee meetings on March 27th.

Auditors will be doing the final 2011 audit on Thursday, April 11th.

Will attend County Board meeting on April 17th. One resolution for PPS for delinquent account collection services will be brought to County Board.

Will attend Dept. Head meeting on April 19th. Will also attend the WIRMC conference call to follow up on the 2012 conference recently held in WI Dells.

Will attend Wellness Committee on meeting on April 24th. Will also meet with Administrative Coordinator/Financial Coordinator to tour facility and Cell #4 construction.

Will attend Federal Property Advisory Committee meeting in Waunakee on April 24th.

Will have a booth at the Town of Rome Environmental and Energy Savings Day on Saturday, April 28th. Will promote the upcoming Hazardous Waste and Pharmaceutical Collection.

Will attend the May 21st Landfill Advisory Committee meeting at the Strongs Prairie Town Hall at 7:00 PM.

Attended other various meetings through the month.

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

INSPECTIONS: No inspections were done during 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.

INDUSTRIAL PARK: Regular weekly maintenance continues on the wellhouse pumping system and no problems or defects were identified during these weekly inspections. Will be scheduling the total pond pumping, removal of sludge debris, and algae control.

ADMINISTRATIVE PROJECTS: During the month of March/April the Director performed the following duties: Arranged some shipments of tires, baled recyclables, computers, fluorescent light bulbs, corrugated, electronics, appliances, and scrap metals as needed. Tin, aluminum, cardboard and plastics have come up this past month. Comingled bales were shipped through IROW.

Arranged for Marathon County to get 100 yards on glass aggregate for a shingle recycling pad at their landfill.

Quarterly Tippage Report and fees were submitted to the DNR.

Continued work on the 2011 Annual Recycling Report which is due in April.

Continued to work on planning the Clean Sweep.

Received the 2012 Landfill License and Scale Permit and posted as required.

Received the Multiple Trip/Overweight Permits from the DOT.

Inventory updates were submitted to Admin & Finance office as requested.

Worked with the Town of Leola on how to handle their drop-off site issues.

The Automated Fuel Tank system was installed for the diesel and the unleaded fuel tanks. The system is working well and is very user friendly. This should make better accuracy of our fuel records as well as logging fuel for vehicles for annual maintenance records and fuel tax refunds applications.

Completed and submitted monthly fuel reporting to Admin & Finance office. Also worked on finding missing gallons for the auditors. This should no longer be a problem with our new system. This system will also make the state fuel tax refund application easier.

Continued to work with IROW on a plan to expand the current recycling building. A Request for Proposals (RFP) has been developed and is being looked over.

Coordinating the Village of Oxford Spring Clean-up.

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.

LANDFILL CONSTRUCTION: Final roadwork has been done. We are now waiting to fill Cell #3 completely before we open Cell #4 to reduce leachate collection, hauling and treatment costs.