

ADAMS COUNTY SOLID WASTE COMMITTEE
Wednesday, March 11, 2015, 6:00 PM
Landfill Office, 1420 Hwy 21, Friendship, WI 53934

MEMBERS PRESENT: Florence Johnson, Chair
Larry Babcock, Vice-Chair
Mark Hamburg
Paul Pisellini
Barb Morgan

ABSENT/EXCUSED: None

OTHERS PRESENT: Brenda Quinnell, SW Director
Neil Carney, Ayres Associates

CALL MEETING TO ORDER: The meeting of the Adams County Solid Waste Committee was called to order by Chair Florence Johnson at 6:00 P.M.

WAS THE MEETING PROPERLY ANNOUNCED? YES. ROLL CALL: JOHNSON, BABCOCK, HAMBURG, PISELLINI AND MORGAN.

APPROVAL OF AGENDA: *Motion by Hamburg, second by Pisellini, to approve the agenda as presented. All in favor; motion carried.*

APPROVAL OF OPEN SESSION MINUTES FROM FEBRUARY 11, 2015 REGULAR SOLID WASTE MEETING: *Motion by Babcock, second by Hamburg, to approve the Open Session minutes as presented for the February 11, 2015 Solid Waste meeting. All in favor; motion carried.*

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

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

FINANCIAL REPORT: *Motion by Hamburg, second by Pisellini, to accept the Financial Report as presented. All in favor; motion carried.*

SITE REPORT: Quinnell distributed and the committee reviewed the Site Report dated March 11, 2015 (see attached copy). Neil Carney of Ayres gave an update on the construction projects, explaining to the Committee the timelines to be followed. Bids will be available for review and/or approval at the April meeting. Discussion was held. *Motion by Babcock, second by Pisellini, to approve the Site Report as presented. All in favor; motion carried.*

UPDATE ON TOWN OF ROME RECYCLING PROJECT: Nothing new to report.

APPROVE ANY VEHICLE/EQUIPMENT PURCHASES/RENTALS: Nothing new to report.

EMPLOYEE UPDATE: UPDATE ON OFFICE MANAGER POSITION - Quinnell reported that she and Johnson interviewed two candidates for the Office Manager position and offered it to Shannel Parr. Shannel

accepted and officially started in the position March 9th. Shannel will be busy training two new scale clerks before learning the duties of the position.

UPDATE ON SCALE CLERK POSITIONS: Quinnell reported that Molly Manzer started on March 2nd and that Samantha Page will be starting on March 23rd.

APPROVAL OF ANY TRAININGS OR CONFERENCES: There were no 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, and Updates on the Town of Rome Recycling Project.

RECOGNIZE MS. DIEMERT'S YEARS OF SERVICE: Ms. Diemert was unable to attend the meeting.

NEXT MEETING DATE AND ADJOURN: The next regular monthly meeting will be held on Wednesday, April 15th, 2015 at 6:00 PM at the Landfill.

Motion by Hamburg, second by Morgan, to adjourn until the next meeting. All in favor; motion carried.
Meeting adjourned at 7:20 P.M.

Respectfully submitted, Brenda Quinnell, Recording Secretary

THESE MINUTES APPROVED BY THE COMMITTEE ON APRIL 15, 2015

SITE REPORT ATTACHED

SITE REPORT - - SOLID WASTE DEPARTMENT
March 11, 2015

TIPPAGE: 2,336,220 lbs of garbage were brought in which is the highest for the month and 5% more than last year February.

MEETINGS/SEMINARS/TRAINING: Director attended Executive Committee on February 10th for approval of job description changes for Office Supervisor. The Committee approved the changes.

Director attended County Board on February 17th.

Director met with Ayres on February 17th and again on February 26th regarding upcoming projects.

Committee Chair Johnson and Director Quinnell attended the Wisconsin Integrated Resource Management Conference held in Oconomowoc from February 25 – 27th, although Quinnell had to leave on the 26th.

SITE/EQUIPMENT IMPROVEMENTS: Normal maintenance/repairs were performed. Staff continues to prepare the heavy equipment needed for the construction this spring and are pushing to get the trucks maintained before the spring push.

INSPECTIONS: No other inspections were performed during the month.

LOSS CONTROL/SAFETY/STAFF ISSUES: The department had two First Reports in February, one is still receiving care and is restricted with limited duties. One employee will be off for work-related carpal tunnel surgery. Another employee continues to be on long-term limited duty.

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

ADMINISTRATIVE PROJECTS: **Since the last committee meeting the Director performed the following duties:** Worked with the Recycling Manager to arranged shipments of two loads of plastic, one load of paper, and used oil filters, absorbents and antifreeze. Different vendors/options are being explored due to changes in markets, particularly televisions and CRT glass.

Worked alone in the office the week of February 16 – 20th.

Johnson and Quinnell interviewed two applicants for the Office Supervisor position.

Monitored Experience Works employee and submitted paperwork as necessary. Furnished hours for Community Program workers.

LANDFILL CONSTRUCTION: Reviewed and approved a letter of Response to the DNR regarding questions on the Initial Site Report for Horizontal Landfill Expansion that was submitted to the DNR on January 7th by Ayres Associates. Discussed the timeline with Ayres regarding Call for Proposals on the bid process for upcoming construction projects.