

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

MEMBERS PRESENT: Florence Johnson, Chair
Mark Hamburg
Paul Pisellini
Barb Morgan

ABSENT/EXCUSED: Larry Babcock, Vice-Chair, Excused

OTHERS PRESENT: Myrna Diemert, SW Director
Everett Johnson
Brenda Quinnell
Greg Kobs
Dave Repinski
Rick Bakovka
Dean Veneman
Matt Zacher
Mike Orminski

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, HAMBURG, PISELLINI AND MORGAN. Larry Babcock was absent/excused.

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

APPROVAL OF OPEN SESSION MINUTES FROM DECEMBER 10, 2014 REGULAR SOLID WASTE MEETING AND CLOSED SESSION MINUTES FROM JANUARY 12, 2015 SPECIAL MEETING SESSIONS : *Motion by Morgan, second by Pisellini, to approve the Open Session minutes as presented for the December 10, 2014 Solid Waste meeting and the Closed Session minutes as presented for the January 12, 2015 Solid Waste meeting. All in favor. Motion carried.*

PARTICIPATION ON AGENDA ITEMS: There was no public participation.

Morgan moved to deviate from the agenda and address Item 9 - Update on Town of Rome Recycling Project at this time. Hamburg seconded the motion. All in favor; motion carried.

UPDATE ON TOWN OF ROME RECYCLING PROJECT: Ms. Diemert welcomed those in attendance for this discussion item and gave a brief re-cap of what transpired since their last meeting together. Ms. Diemert noted that the Attorney General came down with a ruling that explained that municipalities cannot choose to pull out of the Responsible Units (RU) they previously designated. She explained that if the Township no longer brought the material to the landfill, they must provide documentation for volumes to us for reporting purposes. She further explained that the State Recycling Grant money is designed to support the RU

costs in the MRF, hauling, and township operations, and that even if the Township chooses to go elsewhere with their material, the grant money will continue to stay with Adams County as the designated RU. Ms Diemert reminded the audience that per County Ordinance 15-2010, all waste except hazardous waste that is generated in Adams County is required to come to Adams County landfill or a county designated site. She recommended that the Township protect themselves by getting proper documentation from the DNR ensuring that the proposed facility will meet all requirements as a MRF. Ms. Diemert is open to discussing ways of working together and possible partnerships to make best use of resources and facilities. She noted that the Department is not against the proposal, but needs to know that all the rules are being followed in order to protect the interests of all those involved.

Chairman Johnson recognized Rick Bakovka to speak on behalf of the group. Mr. Bakovka noted that they are not here to debate, but rather to update the committee on recent changes in the direction of the proposal. He noted that the current Town of Rome transfer site is situated between large golf courses and creates too much traffic on the town road. The Town believes that with the addition of the proposed new golf course coming to their Town, a better location for waste and recycling disposal would be in the industrial park with better traffic control and indoor facilities. The Town has signed a Letter of Agreement with Sustainable Operations and Recycling, Inc (SOAR) to be SOAR's anchor customer at the proposed \$1.7 million recycling center. Working with the Town CDA, the 501C(3) Corporation was formed. The Town would no longer use Adams County but would report the volumes to Adams County as the RU. The remaining waste material would then come to Adams County landfill also. Mr. Bakovka stated that in addition to the proposed recycling facility, the proposed future incinerator at the facility would help the Town meet their goal of becoming self-sustaining. Mr. Bakovka introduced the SOAR representatives and a discussion was held regarding future tours of their current facilities.

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

UPDATE ON LANDFILL EXPANSION STUDY/ RESOLUTION: Ms. Diemert noted that the presentation at the County Board Meeting on December 16th went well and that the Resolution was passed.

FINANCIAL REPORT/BUDGET UPDATE: Ms. Diemert presented the Financial Report and Monthly Check Summary for December, 2014 showing a **profit** for the year of \$268,439.26. This is a \$300,829.65 improvement over last year at this time. Discussion was held. ***Motion by Morgan, second by Pisellini, to approve the Financial Report and Monthly Check Summary as presented. All in favor. Motion carried.***

SITE REPORT: Ms. Diemert handed out and reviewed copies of the Site Report dated January 21, 2015 (see attached copy). Discussion was held. ***Motion by Hamburg, second by Pisellini, to approve the Site Report as presented. All in favor. Motion carried.***

APPROVE ANY VEHICLE/EQUIPMENT PURCHASES/RENTALS: Ms. Diemert reported that Hank had found a 2001 International truck with a McNeilus box for \$17,600.00 to replace a packer truck that recently became beyond repair. ***Motion by Hamburg, second by Pisellini, to authorize the purchase of this vehicle. All in favor. Motion carried.***

EMPLOYEE UPDATE: Ms. Diemert reported that on January 21st, the County Board appointed Brenda Quinnell as the Director/Recycling Coordinator effective January 25, 2015, as recommended by the Solid Waste Committee.

Ms. Diemert reported that one of the Scale Clerks resigned after accepting a position in the Register of Deeds office, so this office is running a person short.

Ms. Quinnell reported that her current position of Office Supervisor/Loss Control Officer will need to be filled upon her movement to the Director position, but that she recommends changing the job description first. She recommends removing the Loss Control portion from the position in consideration that she has the training, qualifications, and experience, so doesn't feel the department would need two persons on staff to perform the work. Ms. Diemert further explained that the use of MEUW as safety consultant is also a resource to be used by the department. Ms. Quinnell provided a copy of the current job description with colored tracked changes showing recommended changes and a clean copy of the recommended new job description. ***Motion by Hamburg, second by Morgan, to approve the revised Office Supervisor job description as recommended by Myrna and Brenda, and to fill the position through Internal Advancement as authorized in Section 4.03 of the Employment Policy Document Number One, offering the position to current Solid Waste employee Shannel Parr at the wages prescribed in Pay Group 13. All in favor. Motion carried.***

It was noted that the advancement will vacate the other Scale Clerk position and that Ms. Quinnell will be alone in the office for a full week in February. ***Motion by Hamburg, second by Pisellini, following lengthy discussion, to recommend filling the scale clerk position or positions as needed by the Department. All in favor. Motion carried.***

Motion by Pisellini, second by Morgan, that due to the shortage of staff, Myrna and Brenda screen the applications as soon as possible and forward their recommendations for testing and interviews to the Personnel Director. All in favor. Motion carried.

A Resolution to honor Ms. Diemert was read into the record and signed by the committee members. ***Motion by Morgan, second by Pisellini, to forward the Resolution to the County Board for approval. All in favor; motion carried.*** Ms. Diemert noted that she will not be present at the February Board meeting so the committee asks that she attend the March committee meeting for presentation. The committee declared their wish to go on the record that they are honoring Myrna Diemert and thank her for all her years of service to Adams County.

APPROVAL OF ANY TRAININGS OR CONFERENCES: There were no other 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.

NEXT MEETING DATE AND ADJOURN: The next regular monthly meeting will be held on Wednesday, February 11th, 2015 at 6:00 PM at the Landfill.

Motion by Hamburg, second by Pisellini, to adjourn until the next meeting. All in favor. Motion carried. Meeting adjourned at 7:53 P.M.

Respectfully submitted, Brenda Quinnell, Acting Recording Secretary

THESE MINUTES HAVE NOT BEEN APPROVED BY THE COMMITTEE

SITE REPORT - - SOLID WASTE DEPARTMENT
January 21, 2015

TIPPAGE: 3,904,020 lbs of garbage were brought in which is the highest for the month and 39% more than last year.

OUT OF COUNTY

December 1, 2014—December 31, 2014

Cont Deliver/Switch 10 yd Out of County	2.00	EA	0.00	TN	\$ 600.00
Cont Deliver/Switch 20 yd Out of County	2.00	EA	0.00	TN	\$ 650.00
Cont Deliver/Switch 30 yd Out of County	4.00	EA	0.00	TN	\$ 1,300.00
Garbage - Coloma Village Contract	18,920.00	LB	9.46	TN	\$ 567.60
Garbage - Columbia County	0.00	LB	0.00	TN	\$ 0.00
Garbage - Contracted Out of County	1,784,960.00	LB	892.48	TN	\$ 53,548.8
Garbage - Juneau County	7,220.00	LB	3.61	TN	\$ 216.6
Garbage - Marquette County	48,080.00	LB	24.04	TN	\$ 1,442.4
Garbage - Monroe County	260.00	LB	0.13	TN	\$ 7.8
Garbage - Oxford Village Contract	31,360.00	LB	15.68	TN	\$ 940.8
Garbage - Waushara County	52,620.00	LB	26.31	TN	\$ 1,578.6
Garbage - Wood County	11,440.00	LB	5.72	TN	\$ 343.2
Rec Comingled - Coloma Village Contract	2,120.00	LB	1.06	TN	\$ 63.6
Rec Comingled - Hauler Pay Out of Co.	54,140.00	LB	27.07	TN	\$ 1,624.2
Rec Comingled - Oxford Village Contract	3,820.00	LB	1.91	TN	\$ 114.6
Rec Glass In- Pay-Out-of-County	3860.00	LB	1.93	TN	\$ 115.8
Totals:	2,018,808.00	LB			\$ 63,114.00

MEETINGS/SEMINARS/TRAINING: The Director was on vacation Jan. 5th thru Jan. 13th. She also attended County Board on Dec. 16th to give a Powerpoint presentation on the landfill study, history, present services, and future options for the facility. The resolution was approved.

Attended the Federal Property Advisory Committee meeting on January 21st in Waunakee.

Plan to attend Dept. Head meeting on January 28th.

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

INSPECTIONS: No other inspections were performed during the month.

LOSS CONTROL/SAFETY/STAFF ISSUES: Worked with Loss Control/Safety Officer to perform various daily office management duties on personnel issues including accident reports for minor injuries. There were no major injuries reported.

INDUSTRIAL PARK: Regular weekly maintenance continues on the well-house pumping system and no problems or defects were identified during these weekly inspections. The annual Water Usage report was submitted as required. All systems were operating properly. Updated and tested the automated alarm system phone numbers to include new staff and Director. This was furnished to the Sheriff's Department for emergencies after hours.

ADMINISTRATIVE PROJECTS: During the month of Dec/Jan the Director performed the following duties: Arranged shipments of tires, computers, fluorescent light bulbs, electronics, appliances, and scrap metals as needed.

Worked with Brenda showing her the procedures for annual submittals, as well as the tickler list of requirements throughout the year for regulatory submittals. Reviewed files and explained procedures.

Submitted the annual Bank Reconciliation report to the Admin/Finance Director as required for the LTC and Closure CD balances.

Worked with Admin/Finance Director on JE's needed for construction and closure fund transfers.

Submitted the annual Responsible Unit data for other RU's as required for our MRF certification.

Submitted the Annual Compliance Certification to the DNR as required.

Approved the purchase of a 6000 gallon tanker with pumping system for hauling leachate at a cost of \$1400.00 thru Federal Property. In 2014 we leased a tanker at a cost of \$26,822.50. This will help reduce hauling costs. Because this tanker has a pumping system, and not just gravity fed, we can also use it for our landfill leachate recirculation project when that approval comes back from the DNR.

Submitted a request to Town of Strongs Prairie to increase the out-of-county maximum from 10,000 tons to 15,000 tons annually. This will allow us to continue to increase our revenues with little effect on our landfill expenses and life.

Submitted the quarterly recycling and environmental report and fees to the DNR for the 4th quarter 2014.

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: As weather allows employees continue to strip off the overburden at the clay borrow site to get ready for spring construction.

Reviewed and approved the Initial Site Report for Horizontal Landfill Expansion which was submitted to the DNR on January 7th by Ayres Associates. Work will continue on the Feasibility Study which was approved by County Resolution #163-2014.

Also reviewed and approved the Clay Borrow Source-Non-Metallic Reclamation Ordinance Exemption that was prepared by Ayres Associates. Section 7.20(9) of the Non-Metallic Reclamation Ordinance exempts landfill facility operations and property. A reclamation plan has already been approved in the original Plan of Operations regarding the clay borrow site.