

**ADAMS COUNTY PUBLIC WORKS COMMITTEE
DECEMBER 15, 2008, 5:30 PM
LANDFILL, FRIENDSHIP, WI 53934**

MEMBERS PRESENT: Larry Babcock, Chair
David Renner, Secretary
Florence Johnson
Mike Keckeisen

MEMBERS ABSENT/EXCUSED: Dean Morgan, Vice-Chair

OTHERS PRESENT: Myrna Diemert, Solid Waste Director
Roger Nelson, Ayres Associates

CALL MEETING TO ORDER: The meeting of the Adams County Public Works Committee was called to order by Chair, Larry Babcock at 5:43 P.M.

WAS THE MEETING PROPERLY ANNOUNCED? YES

ROLL CALL: BABCOCK, JOHNSON, RENNER, KECKEISEN. MORGAN EXCUSED.

APPROVAL OF AGENDA: *Motion by Renner, second by Keckeisen, to approve the Agenda as printed. All in favor. Motion carried.*

APPROVAL OF OPEN SESSION MINUTES FROM NOVEMBER 14, 2008: *Motion by Johnson, second by Babcock, to approve the Open Session minutes as presented for November 14, 2008 meeting. All in favor. Motion carried.*

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

COMMUNICATIONS/CORRESPONDENCE/OTHER BUSINESS: There were no other communications, correspondence, or other business to bring before the Committee.

FINANCIAL REPORT: Ms. Diemert presented and reviewed the November 2008 Financial Report and stated that the expenditures will be on target for 2008. The fuel line item should only be \$2,700 in the red for 2008 even with the high gas prices this past summer. There should also be excess revenues which can be carried over and used for vehicle purchases, among other things. *Motion by Keckeisen, second by Renner, to approve the November 2008 Financial Report as presented. All in favor. Motion carried.* Ms. Diemert also presented the November Check Summary Report, dated 12/1/08 which the Committee reviewed.

SITE REPORT: Ms. Diemert handed out and reviewed copies of the Site Report dated December 15, 2008 (see attached copy) and discussion was held. *Motion by Johnson, second by Renner, to approve the Site Report as presented. All in favor. Motion carried.*

EMPLOYEE UPDATE: Ms. Diemert reported on the employee status. One driver is still off since October 2007 on a Worker's Comp injury. It is unknown when he will be back. His case was referred to Corporation Counsel/Personnel Director for review.

APPROVAL OF ANY TRAININGS OR CONFERENCES: Ms. Diemert presented the 2009 AROW/SWANA/WCSWMA Winter Conference registration form which will be held in Chula Vista. Committee Members review the tentative agenda and discussion was held and whether or not the Committee can stay overnight. Ms. Diemert will ask the Administrative Coordinator. ***Motion by Johnson, second by Keckeisen, to allow Committee Members to attend this conference. All in favor. Motion carried.*** Ms. Diemert stated that she had no other training or conference requests.

UPDATE ON CREDIT CARD IMPLEMENTATION PROJECT: Ms. Diemert reported that we are still moving ahead on being able to take credit cards and we are trying to get this implemented by the beginning of 2009.

IDENTIFY POSSIBLE UPCOMING AGENDA ITEMS: Ms. Diemert will place discussion on Saturday hours on the next agenda. There were no agenda items identified.

NEXT MEETING DATE AND ADJOURN: The next regular monthly meeting will be held on Wednesday, January 14, 2009 in the Courthouse at 1:00 PM. ***Motion by Johnson, second by Keckeisen, to adjourn until the next meeting. All in favor. Motion carried.***

Meeting adjourned at 6:51 P.M.

Respectfully submitted,
Myrna Diemert, Recording Secretary

THESE MINUTES HAVE NOT BEEN APPROVED BY THE COMMITTEE

SITE REPORT
December 15, 2008
SOLID WASTE DEPARTMENT

TIPPAGE REPORT: 1,873,624 lbs of garbage were brought in which is the fifth highest amount ever brought into the landfill for November.

There were 13 new over-the-scale customers during the month and is typical for this time of year. (Minimum of \$780.00 in annual revenues if these new customers use the facility one time per month with minimum weight). Since April 1, 1998 we have had 4,124 new customers over the scale.

MEETINGS/SEMINARS/TRAININGS/CONFERENCES: Attended the DNR Interested Parties Meeting in Madison on November 17th. This meeting dealt with the recent market crash for all recyclables which is creating a statewide dilemma for everyone involved. Among other issues discussed were the DNR Budget problems, E-Waste Legislation, and Fugitive Gas Emissions.

Attended the County Board Budget meeting on November 18th.

Attended a demonstration by Credit Card companies on November 20th.

Attended Property Committee meeting on December 2nd regarding future building projects with the architects.

Attended a DNR meeting in Eau Claire on December 8th on the future of glass recycling programs.

Met with the auditors and Administrative Coordinator to discuss the computer system problems at the landfill.

Toured the FCI Prison on December 10th to perform a business recycling audit on their facility.

Attended a Department Head meeting on December 11th.

Will give a tour of our facility to Pierce County on December 16th.

Will also attend County Board on December 16th at 6:00 PM.

Will attend the Landfill Advisory Committee meeting on December 17th at 7:00 PM immediately following the Public Works Committee meeting.

Will attend the Recycling Markets meeting in Portage on December 17th at 9:30. Will also attend the Department Head training for Year End Accounting at 2:00.

Will hold a staff meeting/safety training on December 18th.

Will attend the Monroe County Regional Landfill meeting on January 6th.

Attended other various meetings through the month.

SITE/EQUIPMENT IMPROVEMENTS: Normal maintenance and repairs were performed during the month.

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.

Arranged for 2 employees to have random drug testing.

The monthly Hazardous Waste inspection was completed as required. No other significant loss control/safety issues were seen this month.

***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 annual High Capacity Well Pumping Report was completed and submitted to DNR as required.

ADMINISTRATIVE PROJECTS: During the month of Nov/December 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 16 new account customers since the last report. 3 were new customers getting roll-off containers for clean-up or construction projects. 13 were for residential/business service. However, we also had 22 customers who cancelled service due to the price increases or due to lack of payment. This caused a loss of \$2,619 annually. Some of these customers will use the "free" drop-off sites in their townships.

Contracted for fuel for 2009 locking in the price at 2.55 for diesel (an additional 30.9 cents per gallon will be refunded to us when the state tax refund is submitted). This will save the 2009 budget approximately \$84,000 in the fuel line item and can be used for other things such as upgrading the vehicles. The 2008 budget for fuel is only \$2,700 short even with the \$4.00 per gallon seen this summer, again due to locking in prices when they are low.

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

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

Furnished hours for W-2, Probation, Parole & Huber workers and coordinated new placements.

LANDFILL CONSTRUCTION: No landfill construction has been performed since the last report. Final calculations for the release of funds from the Long Term Care account are being performed by the engineers. We are also still waiting for the DNR to approve the use of glass aggregate in Cell #4 sub-base construction.