**JANUARY 2019 MINUTES**

**“PENDING”**

Committee: Solid Waste Management, Paul Steele, Committee Chair

Date: Tuesday, January 15th, 2019

 Time: 4:00 PM

 Place: Solid Waste Department Office

 20448 Junco Road, Norwalk, WI 54646

1. **Call To Order:** The meeting was called to order at 4:03 pm by Chair Paul Steele at the Monroe County Solid Waste Office, Norwalk, WI.
2. **Discussion/Action: Approval of December 2018 Minutes**: Steele asked for a motion to approve the meeting minutes of December 2018. Motion by Scroeder and Giraud approved. Passed unanimously with 5 ayes.
3. **Landfill and Departmental Operations**
	1. **General Activities/Tonnage/Revenue/Load/Leachate Report:** Gross tonnage is up for the year by 6.02%. Leachate total tonnage hauled for the year out of Ridgeville Site II ended at 17,195 tons. The landfill tonnage less cover material and other banned items ended at 41,494 tons for a yearly increase of 5.58% over last year. The landfills incoming loads are up by 4.64% ending at 8,364 loads. Revenue is up by 4.2% over last year with a yearly total of $2,114,560 for 2018.
	2. **December 2018 Financial Report:** So far during 2018 our revenue received is $1,785,919 with a total amount still owed of $328,833. The total yearly expenses for the Landfill are $1,456,807, leaving a total operational fund of $329,112. The recycling program has a total fund balance of $147 dollars for the year. This looks better than it has in the past because the recycling grant was received. The Clean Sweep program ended the year with a negative $4,564 balance. This was to be expected as the costs appear to rising each year to collect hazardous waste from the community. The Ridgeville Site I Closure and Long-Term Care balance is at a negative $12,118. This number will continue to increase as the Site I does not generating revenue. The total Solid Waste Funds balance is $312,487. After the funds transfer into the reserve, this amount will be equal to $250,000. The total facilities reserve balance after the transfer will be $272,931.
4. **Discussion: Leachate Treatment Plant Progress/Photos:** Challenges getting the equipment here have been plentiful. First the equipment was not shipped on time, then the equipment was held up in customs awaiting xrays, and lastly the new tariff was a delaying factor as the parties involved needed to discuss who would pay for the equipment. One load arrived yesterday and one more arrived today. We discovered yesterday that TEC had not yet ordered the tanks for the system. However, upon hearing this, Frie found some online and they have been ordered. The tanks will be here within one week. This is better than the previous tank options which would take up to 7 weeks to arrive once ordered. The Corncob representative will be back to inspect and tag the equipment once it is all on site. There will be at least 3 weeks of testing, before the equipment will be filtering leachate. The Corncob employees were here for two days inspecting the shipments as they came off the trucks. The crates the equipment arrived in was of extremely poor quality. This caused some headaches during the unloading process, as the shipping crates were made of cheap soft wood. Steele asked about replacement parts. Frie stated that we are unsure if the equipment comes with a supply of replacement parts, however, we are not that far along in the process to worry about it yet. Schroeder asked who assembles the equipment. Frie stated that the assembly will be done by trained technicians for each area (plumbing, electrical, etc…). The equipment should be assembled and operation by the end of February.
5. **Discussion/Action: Re-Purpose of Funds:** Frie asked the Steele to sign the Re-Purpose of funds paperwork. Frie stated this transfer is needed to clean up our books for the end of year audit. The transfer is within the same line coding, simply shifting it up a line into the construction and progress funds, out of the Capital Equipment funds. A motion was made by Van Wychen to approve. Schroeder seconds. Passed unanimously with 5 ayes.
6. **Discussion/Action: Award Landfill Consulting Bids:** Frie was happy to report that we received 5 professional bids for the Landfill Consulting RFP. We will continue to use Ayres for the remainder of the feasibility process as they are already a long ways into the process. We will also continue to use Ayres for a number of services such as our groundwater monitoring and air permitting. Frie composed a Criteria for Consideration chart to weigh the bids against one another. The criteria used was the following: WI Landfill Experience, Experience communicating with rural elected officials and relevant networking and contacts, Knowledge of the Monroe County Landfill Operation and Geology, specifically Monroe County Landfill Experience and comparable listed clients, Efficient transfer of verbal written knowledge, bidding materials, and DNR reports (sometimes less is more), and Hands on Landfill Manager Experience. After weighing the bids the winner was Oak Ridge Engineering. They also were the most cost effective, as Steele had inquired as to what the Financial Benefit would be of choosing Oak Ridge. Schroeder made motion to approve Oak Ridge for the Operations RFP bid winner. Vinslauski seconds. The motion passed unanimously with 5 ayes.
7. **Discussion/Action: Recycling Education Dinner:** Sunday March 10th, 2019 will be the Recycling Dinner. This dinner is held for all elected officials and any other employees that work with the recycling program (and their spouses). It is required to fulfill our education requirements for our recycling grant. This is a good way to get everyone together and brainstorm solutions and best practices for any recycling problems they are experiencing. This dinner will be at the American Legion or Club 16 in Sparta, WI. Van Wychen motioned to approve. Schroeder seconds. Passed unanimously with 5 ayes.
8. **Discussion/Action: Sale of Old Scale:** The Monroe County Highway department wants to buy the old truck scale once our new scale is installed. They would put it at the Tomah shop. It is perfect for dump trucks. Frie suggested a sale price of $5000 dollars. The scale was $22,000 about 9 years ago. We purchased our new scale for $7,500 dollars, so the fair price that was decided upon was $6,000 dollars. Giraud motioned to sell the scale for $6,000 dollars. Schroeder seconds. The motioned passed unanimously with 5 ayes.
9. **Manager’s Report:**  Frie warned the committee of the icy roads.
10. **Period of Public Comment:** Terry Taylor asked if we had ever been reimbursed for his payment to Orkin. Frie stated he was certain they had not reimbursed us. He would call on the reimbursement so that Terry Taylor can get his money back.
11. **Set Next Meeting Date:** February 20th, 2019 at 4:00 pm.
12. **Adjournment:** Van Wychen motioned to adjourn. Schroeder seconds. Steele adjourned the meeting at 4:58 pm.

Cc: Shelley Bohl, County Clerk (press), Solid Waste Committee, Martin Herrick, WDNR, Benjamin Peotter PE and Lori Rosemore PG, Ayres Associates, Erik Lietz PE, Oakridge Engineering, Randy Weinkauf, Riverview Construction, Jerry Martell, Modern Disposal Systems

Please note: A quorum of the Monroe County Board or other committees may be present at this meeting. No business of the County Board or other committees will be conducted at this meeting. Only the business noted above. Anyone wishing to be mailed an agenda, please contact the Solid Waste Department to be added to the list. This agenda is posted both at the Solid Waste Department and online at http://www.co.monroe.wi.us/committees/solid-waste-management-committee/