



# Monroe County Solid Waste Management

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## COMMITTEE MINUTES AUGUST 21, 2018

**MEMBERS PRESENT:** Chair Paul Steele, Vice Chair Keith Giraud. Committee members: Gregg Vinslauski, Nodji Van Wychen, and James Schroeder.

**MEMBERS ABSENT:** None

**MEMBERS EXCUSED:** None

**OTHERS PRESENT:** Solid Waste Department: Gail Frie-Manager and Shelly Schulze-Assistant Manager. Riverview Construction: Terry Taylor, Equipment Operator. Ayres and Associates: Ryan Shimko, P.E. Oakridge Engineering: Frank Vrawink P.E., and Duane Berlin, P.M. Town of Sparta Chair: Clarence Justin and Sue Justin, and Clay(Giraud).

1. **MEETING CALLED TO ORDER:** The meeting was called to order at 4:00 pm by Chair Steele at the Solid Waste Office, Norwalk, WI.
2. **DISCUSSION/ACTION: APPROVE MEETING MINUTES JULY 2018.** Steele asked for a motion to approve the meeting minutes of July 2018. *Motion by J. Schroeder/N. Van Wychen to approve and passed on a unanimous voice vote with 5 ayes.*
3. **DISCUSSION: LANDFILL AND DEPARTMENTAL OPERATIONS TONNAGE/REVENUE/LOAD/LEACHATE REPORT AND FINANCIALS :**
  - a. Frie went over the monthly sales graph which detailed percentages of increase/decrease in the listed categories through the month of July YTD, and comparing this July YTD to previous years.  
We are up 8% YTD in revenue over last YTD, up 4.4% from last year in number of loads and up in tonnage 7.32%. Leachate was reported to be down close to 500,000 gallons or 100 loads, Frie stated that 2018 has been a drier year. Schulze added Gerke hasn't been hauling daily this past month. Frie added he'd 'prefer to keep additional water in the landfill for the new leachate treatment system start up'. Gerke has called off the water tank driver regularly to handle other Gerke-related construction projects.
  - b. Frie went over the June 2018 Financial Report, which shows a facility reserve balance of \$14,861.00 and a cash balance of \$244,143.00 as of July 31. Frie mentioned that the WDNR has been paid \$357,700.00 in just the last two months. Clean Sweep balance is (\$5,440.00), Recycling account balance is \$67,225.00. Ridgeville I account balance is (\$6,688.00).
4. **DISCUSSION/ACTION: CLEAN SWEEP PER CAPITA FEE PROGRESS:** A letter was drafted and sent to all municipalities discussing the request for a per capita fee of thirty cents to help fund the Hazardous Waste Chemical collection, or Clean Sweep. About one third of the municipalities have responded positively, but a few still needed to follow through at their community meetings after further discussions with us. Frie will follow up with the municipalities who've not sent their approval before next committee meeting. Clarence Justin, Chair of the Town of Sparta, questioned whether we couldn't bill individuals using the Clean Sweep. Frie talked with the Department of Agriculture this week requesting to learn how other communities handled funding. Billing users is done in some communities, however, the number of users and amount collected drops off significantly when this method is employed. Concern is [where does this waste go] if it doesn't come in at Clean Sweep to get disposed of properly. No action on this until all municipalities have been contacted. We will be funding the Fall Clean Sweep out of Solid Waste funds entirely.
5. **DISCUSSION/ACTION: 2019 BUDGET IN DETAIL:** Discussion over changes made since the last draft. Steele asked for a motion to approve. *Motion by J. Schroeder/K. Giraud to approve and passed on a unanimous voice vote with 5 ayes.*
6. **DISCUSSION/ACTION: LINE FENCE REPAIRS:** Neighbor Wallerman contacted Frie as he is logging a section adjacent to ours south of the active site, and at that time will need the fencing replaced. Frie said we should vote on line fence repairs and logging in one action point as they are

tied together. We pay Wallerman \$100.00 per year for fence repairs, but this section of fencing repair is extensive. Frie contacted our forestry department and they are coming out to assess what trees should be taken. Plans are to do the work in this fall/winter. The logging payment should cover the fencing repairs. Steele asked for a motion to approve both point 6 Fencing and point 7 Logging. *Motion by J. Schroeder/N. Van Wychen to approve and passed on a unanimous voice vote with 5 ayes.*

7. **DISCUSSION/ACTION: LOGGING BID:** Covered in line item number 6.
8. **DISCUSSION: LEACHATE TREATMENT PLANT PROGRESS:** Frie introduced Oakridge Engineering's Project Manager Duane Berlin, who updated the committee on the progress. Concrete work with curbing has been finished, and holding tank installed. Manhole installed. Insulation and building will be started next week. Underground plumbing from the building has been completed to 60 feet outside of the building. Frie passed around two photos of the equipment being built (Taiwan) and discussion regarding the recent tariffs were held. Frie stated our contract was set up as 'Not To Exceed' \$1,650,000.00 pricing, so the extra equipment expense will be absorbed by the savings we were expected to realize on the construction phase. The equipment is expected to ship to the landfill at the end of September.
9. **DISCUSSION: ASSISTANT MANAGERS POSITION UPDATE:** Frie told the committee, after receiving nine unqualified applications, it was decided they'd send out the job notice again, leaving off the pay, and making the WDNR qualification attainable after a longer stretch of time. Again they had no qualified applicant of the five received, but will be interviewing three from the second batch this week. Paul Steele will sit in on the interviews. Personnel told two candidates from the first batch of applications and interviews, they were still in the running. None have landfill or WDNR manager certification. Schulze stated La Crosse County is hiring an assistant manager at \$64,000.00. Schulze stated Monroe County is at \$38,000.00 for the same position, and she has seven years landfill experience and came to the job with certification. Frie mentioned that there are four other county's searching for similar positions, all in the \$60-\$80,000.00 range. Four recent graduates from Steven's Point all went to work out of state at high rates of pay, per Frie. Frie will not be retiring in the spring as previously mentioned, but will be staying on until his replacement has the time in to get certified. (Two years of landfill experience is necessary for a WDNR facility manager's certificate, but an interim manager can be applied for at the one year mark with supervision).
10. **MANAGER'S REPORT:**
  - a. **Recycling Flyer in Monroe Herald:** Schulze brought out the July 19 full page ad for the committee to see. No one remembered seeing it come through in the paper.
  - b. **Scale Painting Complete:** Frie mention the recently purchased replacement scale has been painted, and will be set up in 2019. The cost of roadwork and installation is in the budget.
  - c. **MUNIS Upgrade:** Discussion held regarding the MUNIS upgrade, and the technical problems encountered. The landfill, being a remote operation, has spotty WiFi connection, which adds to our headaches. Frie cited several examples of issues he's encountered with the new upgrade, and the number of 'crashes' happening with payroll (ESS), Tyler Cashiering, and the MUNIS accounting program. Steele mentioned he wanted the Solid Waste (lack of) accounting program on the next agenda, and asked our thoughts on it. Frie mentioned AWS has a \$4500.00 program, and Schulze stated MUNIS already has an accounting program and the two programs (MUNIS and the scale program AWS), Advanced Weighing Systems should be able to communicate with each other with technical help from AWS and MUNIS programmers. Schulze said "You should not have to purchase and accounting program. There is computer translator language (comma delimited) that should allow for the two to communicate with proper programming."
  - d. **Managers Vacation:** Frie is leaving Sept 5 through Sept 20 and will be in Colorado.
11. **SET NEXT MEETING DATE:** Tuesday, September 25, 2018 at 4:00 pm, at the Solid Waste Dept. 20448 Junco Road, Norwalk, WI, 54648
12. **PUBLIC COMMENT:** None
13. **ADJOURNMENT:** Chair Steele adjourn the meeting at 5:07 pm.

Recorded by: Shelly Schulze