

**WAUPACA COUNTY SOLID WASTE MANAGEMENT BOARD**  
**Meeting Minutes – 10 July 2023**  
**Waupaca County Courthouse – Room 1068**

Chair Zaug called the meeting to order at 3:30 pm and gave the open meeting statement.

**Roll Call:** Chair Fred Zaug, Vice-Chair Joe McClone, Supervisors Sue Golding, Scott Purchatzke and John Miller, Citizen Members Lois Bressette, Jeff Dyer and Maryann Snider were present while Citizen Member Ken Van Dyke attended remotely. Staff members Allison Birr, Joe Barden and John Francis were also present.

**Review and Approve Agenda:** Motion by Golding, seconded by Miller to approve the agenda. Motion carried without a negative vote.

**Approve Minutes of Previous Meeting:** Motion by Purchatzke, seconded by McClone to approve the 12 June 2023 minutes. Motion carried without a negative vote.

**Public Comment/Correspondence:** Zaug opened the meeting for public comment/correspondence, there was none.

**Solid waste hauling contract: Update on process:** Francis stated that the insurance issues had finally been resolved and he sent the signed contract along with the certificate of insurance to GFL to be counter-signed that very morning. He did not expect there to be any further delays as the contract had already been reviewed by GFL's legal team. He will report back to the board with what happens.

**Update on recycling hauling contract process:** Francis stated that he will be working with Birr soon to get this hauling contract out for bids. There will be some updates required for the needs of the various drop-off sites. He also stated that he hopes to have a sample contract included in the bid documents so that there is, hopefully, less negotiating work after the bid is awarded than there was with the solid waste hauling contract. The recycling hauling contract expires at the end of 2023.

**Choose to Reuse Shelf discussion:** Birr reported that she has been looking into starting a program at the PTF that would set aside materials brought in through the household hazardous waste program. The products would still be in usable condition and allow other people to take these chemicals home with them at no charge if they have a use for it. Examples are paint, herbicides and similar materials. Several of the surrounding Counties have similar programs. There was some discussion on if it would cost money or take too much staff time to operate, but it would cost very little and not take much extra time as staff has to sort through the chemicals anyway. After some brief discussion, Birr was given the green light to start the program and see how it goes.

**Proposed 2024-2028 Solid Waste Department Capital Improvement Plan – Discuss and Approve:** Francis handed out a list of capital projects for the next 10 years and walked through the list explaining each request with assistance from Barden. There was discussion on the various projects and equipment. The list is below:

**Solid Waste and Recycling CIP 2023 - 2033**

	<u>Year</u>	<u>Project</u>	<u>Total Cost</u>
Capital	2023	PTF Building Upgrades - (Back-up generator, heater in Haz-Waste area, concrete slab in front of Haz-Waste)	\$40,000
		<b>2023 Total</b>	<b>\$40,000</b>
Budget	2024	Replace radios and base station	\$5,500
Budget	2024	Replace Two Unit Heaters in Processing Area	\$18,000
Capital	2024	Replace 2001 Loader Snowplow	\$30,000
		<b>2024 Total</b>	<b>\$53,500</b>
Capital	2025	Expand Loading Dock Door	\$25,000
		<b>2025 Total</b>	<b>\$25,000</b>
Capital	2026	Take over landfill trucking - purchase a semi (\$150K), two walking floor trailers @ \$45K each	\$240,000
		<b>2026 Total</b>	<b>\$240,000</b>
Equipment	2027	Replace 2017 3/4 Ton 4wd Pickup	\$58,000
Equipment	2027	Replace Loader	\$200,000
		<b>2027 Total</b>	<b>\$258,000</b>
Equipment	2028	Replace 2006 Summit Baler	\$85,000
Equipment	2028	Replace 2009 Hyster Forklift	\$58,000
		<b>2028 Total</b>	<b>\$143,000</b>
Equipment	2029	Replace Skid-Steer	\$40,000
		<b>2029 Total</b>	<b>\$40,000</b>
	2030		
		<b>2030 Total</b>	<b>\$0</b>
Equipment	2031	Replace 2012 IBC-Titan Baler	\$80,000
		<b>2031 Total</b>	<b>\$80,000</b>
	2032		
		<b>2032 Total</b>	<b>\$0</b>
	2033		
		<b>2033 Total</b>	<b>\$0</b>

Motion by Bressette, seconded by Van Dyke to approve the proposed 2024-2028 Solid Waste Department capital improvement plan as presented. Motion passed without a negative vote.

**Board member and staff report(s): conference, seminar, convention, and/or webinar reports:** Zaug opened the floor to any reports, there was none.

**Recycling Coordinator's Report:**

- a. Education Outreach:** Birr spoke about a presentation she did with the Waupaca County Master Gardeners and another coming up next month with Iola Children's Garden. Birr passed around the staffing sheet for the fair booth this year.
- b. Program Updates:** Birr reported Iola Area Recycling Center will be closing January 1<sup>st</sup>, 2025. Taylor will be stopping by next week to help Birr with the budget and recycling center RFPs. Birr distributed copies of a waiver for the Choose to Reuse Shelf.

**PTF Supervisor Update:** Barden reported that things are going smoothly at the PTF. They are still waiting on the generator and concrete slab projects to be completed. The Ag Sweep program begins on July 19<sup>th</sup>, there have been no appointments made yet.

**Director Report:** Francis stated that some changes are coming our way via Finance as they are hoping to automate some things in the near future. One of the first things they are going to work on is the procurement card system – trying to make it less paperwork intensive and hopefully more streamlined. He will report back when he knows more about it.

**Upcoming Meetings:** The next regularly scheduled meeting will be 14 August 2023 at 3:30 pm.

**Adjourn:** Motion by Purchatzke to adjourn.

The meeting adjourned at 4:33 pm

Submitted by,

John D Francis  
Solid Waste Director