

WAUPACA COUNTY SOLID WASTE MANAGEMENT BOARD
Meeting Minutes – February 8th, 2021
Waupaca County Courthouse – Room LL42

Chair Zaug called the meeting to order at 3:31 pm and gave the open meeting statement.

1. **Roll Call:** Chair Fred Zaug, Supervisors Janet Lehrer and Sue Golding, and citizen members Maryann Snider and Jeff Dyer were present while Vice Chair Joe McClone, Supervisor Joyce Boyer, and citizen members Nancy Koeppen and Ken Van Dyke and attended remotely. Others present: Staff Members Taylor Sorenson, Tom Claussen, and John Francis.

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

Approve Minutes of Previous Meeting: Motion by Koeppen, seconded by Dyer to approve the November 9th, 2020 minutes. Motion carried without a negative vote.

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

Hazwaste building capital project - Update: Claussen reported that he is working with engineer Jeff Finger to develop the plans for the building and is expecting draft plans very soon. Once those plans are reviewed and approved, the project will be put out for bids. There was discussion on the cost of the project and projected timeline.

2020 Budget – Progress Report: Francis handed out a budget to actual for all of 2020. He stated that the numbers were nearly complete but there may be some changes yet as the books are not yet closed for the year. He went through and pointed out that revenues were significantly over projected levels but so were the expenses. He stated that the low cost of maintenance again saved the bottom line from straying too far from budgeted numbers. Sorenson explained the recycling budget performance numbers further. There was some discussion. Francis stated that he would report again when the final numbers are available for 2020.

Waupaca Area curbside recycling update: Sorenson reported that the City of Waupaca and the Town of Farmington are currently the only two municipalities exploring the option of going curbside for garbage and recycling pick up. The City is looking at sample RFP's to put something together and the Town recently sent out a letter along with a survey to residents. Both municipalities talked about staying members of the Waupaca Regional Recycling & Composting Center but if something changes, they need to give at least a year's notice if they intend to leave the group.

Scale kiosk and skid-steer capital projects update: Claussen reported that for the scale kiosk project the first step would be upgrading the software on the computers at the PTF and in the office. The current software has not been supported for a couple years now, as it is an old version. The new software will allow the office to access information at the PTF directly, where currently that information needs to be pulled at the PTF and e-mailed to the office. The next part of the project will involve setting up a kiosk on the scale to allow contractors to charge to their accounts without needing to come into the scale office.

Claussen is working on specifications for the skid-steer replacement and working with Francis to determine the best process to make it happen. They will be working with the County's purchasing agent to be sure it is done properly. The plan is to get this project moving very soon.

Meetings/Conferences Attended: There was discussion about the upcoming virtual WIRM conference that Sorenson and Van Dyke plan to attend. There were no meetings to report.

PTF Supervisor Update: Claussen reported that the PTF was slow this week, likely due to the extremely cold weather. He reported that Covid-19 went through the facility in the last couple of months. Claussen, his assistant, the Scale Attendant, and one of the line sorters all came down with it within a few weeks. Claussen was asked about his symptoms and he explained how the virus affected him. Others at the PTF had milder symptoms.

Zaug stated that WCSWMA has sent a request to the State to get solid waste workers on the vaccine list so they can continue to provide a valuable service.

Van Dyke talked about the Covid-19 cases at the PTF and said it was unacceptable. He stated that the office area is a "closed system" as they are all connected. Claussen stated that the HVAC people increased the air exchange for the office area. Van Dyke said he was confident that eating lunch in the break room area was a likely source of virus transmission. He suggested that PTF staff place a table and chair in each restroom for the purpose of eating their lunches alone with the fan on. There was discussion about the merits of this suggestion, its legality, and desirability. There was discussion about mask use – employees and customers. Van Dyke suggested turning away customers that would not wear a mask in the facility. There was discussion on what the mask mandates allow and what can be done to enforce the rules. There was also discussion on the most effective ways to keep people safe from Covid-19.

Recycling Coordinators Report:

- a. Education Outreach:** Sorenson reported that the department will be partnering with the DNR again and The Lakes 92.7 to air radio ads about burning, burning permits and composting. There will be no Home Show this March, but The Lakes is looking at possibly hosting it in the fall. Sorenson stated that there will be another curbside flyer mailing this spring and that the Yellow News Flyer will be printed and go out in Buyers Guides in March. Sorenson is doing a virtual presentation for the Waupaca Rotary Group later this month. Snyder mentioned that the WLC 8th graders would be interested in a virtual presentation as well, possibly near Earth Day.
- b. Program Updates:** Sorenson stated that she submitted HHW and Prescription drug grant reports in December. Both programs were well utilized despite the COVID-19 Pandemic. She also has been working on the Annual Recycling Grant Report for the DNR.

Director Report: Francis talked about what is being talked about at the weekly Department Head meetings, mostly Covid-19 stuff and how the different departments are dealing with issues. There was discussion about the testing and vaccination clinics put on by the County.

Upcoming Meetings: The next regularly scheduled meeting will be March 8th, 2021 at 3:30 pm at the Courthouse.

Adjourn: Motion by Lehrer, seconded by Golding to adjourn. Motion carried without a negative vote.

The meeting adjourned at 4:26 pm

Submitted by,

John D Francis
Solid Waste Director

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