

**WAUPACA COUNTY SOLID WASTE MANAGEMENT BOARD**  
**Meeting Minutes – 14 August 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 Member Jeff Dyer were present while Citizen Members Lois Bressette and Ken Van Dyke attended remotely. Staff members Allison Birr and John Francis were also present. Citizen Member Maryann Snider was unable to attend.

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

**Approve Minutes of Previous Meeting:** Motion by Miller, seconded by Golding to approve the 10 July 2023 minutes. Motion carried without a negative vote.

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

**Review budget to actual report – 2023 budget:** Francis handed out copies of the budget to actual report that ran through the end of July 2023. He went through and pointed out a few areas of interest but stated that everything appeared to be as expected and had no concerns. There was some discussion. Francis stated that if anyone had specific questions about the report, that they should reach out to him and he would do his best to answer them.

**Review and approve proposed Solid Waste and Recycling 2024 budget:** Francis handed out copies of both the solid waste and recycling budget worksheets with notes highlighting any changes. He went through the solid waste budget worksheet line by line and explained any changes that were made from last-year's budget. There was some discussion on various lines. Next, Birr went through the recycling budget line by line and there was discussion on various items. There was some discussion on the recycling program as a whole and how it is funded.

Motion by Van Dyke, seconded by McClone to approve the proposed Solid Waste and Recycling budgets as presented. Motion carried without a negative vote.

**Update on recycling hauling contract process:** Francis stated that he and Birr have been working on the RFP (request for proposals) and hope to get it out soon. The hope is to have proposals to review and the September meeting. There was some discussion on what work the contract covers. The recycling hauling contract expires at the end of 2023.

**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 her presentation at the Iola Children's Garden on August 3<sup>rd</sup>.
- b. **Program Updates:** Birr reported the application for the Basic Recycling Grant was opening up later that week and she would start working on it. Birr solidified the fair booth schedule for later this month.

**PTF Supervisor Update:** Francis reported that Barden was on vacation this week, but submitted a report for the meeting. The report contained the following items:

- Highway Department poured the concrete approach to the Haz-Waste building last week.
- GFL has been having issues getting three rounds a day to the landfill. They have been doing at most 2 per day. They are having some truck and driver issues, but the tipping floor is not being over-run at this time. Communication with Jason from GFL has been very good.
- Staff is working on some issues with landfill scale tickets being emailed to the PTF.
- He is waiting for an updated timeline from Bauer Electric for the backup generator installation.
- The forklifts that were sold on the Wisconsin Surplus auction site have been picked up.
- Everything is running well at the PTF.
- There was a software issue with the loader, but it was under warranty after Barden disputed the initial billing for the service call.

**Director Report:** Francis reported he did not have much else to discuss about department activities. He talked about some of the projects coming from the opioid settlement that were discussed at the recent Department Head meeting.

**Upcoming Meetings:** The next regularly scheduled meeting will be 11 September 2023 at 3:30 pm.

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

The meeting adjourned at 4:31 pm

Submitted by,

John D Francis  
Solid Waste Director