

**WAUPACA COUNTY SOLID WASTE MANAGEMENT BOARD**  
**Meeting Minutes – September 11<sup>th</sup>, 2017**  
**Waupaca County PTF - Manawa**

Chair Sorensen called the meeting to order at 3:30 p.m. and gave the open meeting statement.

**Roll Call:** Chair Gene Sorensen; Vice-Chair Fred Zaug; Supervisors Joyce Boyer, Carl Kietzmann and Joe McClone; Citizen Members Jeff Dyer, Nancy Koeppen, and Ken Van Dyke. Others present: Staff Members Debbie Krogwold, Tom Claussen, and John Francis. Citizen Member Maryann Snider was absent.

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

**Approve Minutes of Previous Meeting:** Motion by Koeppen, seconded by Boyer to approve the August 14<sup>th</sup>, 2017 minutes. Motion carried without a negative vote.

**Public Comment / Correspondence:** Sorensen opened the meeting for public comment. There was none.

**PTF Open-Top Conversion Plan:** Francis reported on the two part capital plan to convert the trash operation at the PTF from a compactor operation to an open-top, walking floor semi trailer operation. There was discussion on the benefits to do this including reducing the time it takes to load a container, increasing the weight hauled to the landfill on each pull, eliminating a troublesome and slow compactor, and improving customer safety. Francis explained the costs that were submitted for the 2018 Capital Improvement Plan and how the project would impact future Capital projects. There was a short tour of the areas in the building that will be impacted by the conversion, then everyone returned to the meeting room. The Board requested that the staff look into what the hauling would cost and if there would be truckers willing to bid on the hauling contract and to report back to the Board at the next meeting. Van Dyke requested that the DNR inspector we have been working with be notified of our planned change in operations.

Motion was made by McClone, seconded by Zaug to proceed with obtaining 2018 capital funding for the open-top conversion project. Motion carried without a negative vote.

**PTF Security Camera System Upgrade and Lighting Upgrade:** Francis reported that there will be money left over from the scale project that can be used to upgrade the security camera system. This use of bond money is allowed as the cameras and recording system are used with the new scale to monitor use and compliance at the facility. Claussen handed out some quotes he obtained for this upgrade and explained his recommendation to the Board. Motion was made by Van Dyke, seconded by Zaug to go with SGTS quote for \$6,387.00. Motion carried without a negative vote.

Francis then discussed the possibility of using leftover CIP funds from the conveyor project to fund the proposed 2018 lighting upgrades to the PTF. Claussen explained what lighting would be upgraded and explained a quote to do the upgrades. There was discussion about the Focus on Energy grants that would be used in this process and how much saving there would be changing to LED lighting. Francis reported that he would be going to the Finance Committee Meeting to get approval to use the leftover funds for this project. Motion was made by Van Dyke, seconded by Zaug to go with the quote from Bauer for \$11,750 if the use of the CIP funds is approved by Finance Committee. Motion carried without a negative vote.

**PTF Winter Hours – Possible Change to Open One Saturday a Month:** Claussen explained that there have been quite a few requests to be open on Saturdays during the winter from people that are unable to get there during the week. He suggested that we open one Saturday a month for the three winter months

to accommodate this. It was discussed and decided that the staff should look at what Saturdays would make the most sense to open on. Motion was made by Koeppen, seconded by Boyer to have the PTF open 7am to noon one Saturday a month during the months of December, January, and February. Motion carried without a negative vote.

**PTF Supervisor Update:** Claussen reported that the items from his report had been covered already.

**Meetings/Conferences Attended:** Boyer reported on the Public Property Committee Meeting and how the issues facing the PTF farmland were addressed. There was some discussion on this topic. Van Dyke reported that the Fair booth was a very positive experience, people were happy to get information on the various programs and enjoyed the new County maps as well.

**Recycling Coordinators Report:**

- a. **Education Outreach:** Krogwold reported that she will be presenting information on worm composting to 285 5<sup>th</sup> graders from various County school districts for the Conservation Field Day held Sept 29 at Hartman Creek State Park. This is an annual all day event covering a variety of conservation topics.
- b. **Program Updates:** Krogwold handed out a table showing tonnages received at the PTF. There was discussion about how the information would be interpreted by people and some changes suggested. The report should be distributed at the next County Board Meeting after changes are made. Krogwold further reported that she is working on three grant applications: Clean Sweep, Medication Disposal, and the Annual Basic Recycling Grant. Grants are due at the end of September.

**Director Report:**

- a. **Department Activities:** Francis reported that these topics have been covered earlier.
- b. **Project Updates:** Francis reported that the new scale is to arrive Tuesday, September 12<sup>th</sup> and it should take a few days to have up and running. The Conveyor is scheduled for October.

**Upcoming Meetings:** The next Solid Waste Management Board meeting will be held at the Courthouse and was set for Monday October 9<sup>th</sup> at 3:30 p.m.

**Adjourn:** Motion by Van Dyke, seconded by McClone to adjourn. Motion carried without a negative vote.

The meeting adjourned at 4:45 p.m.

Submitted by,

John D Francis  
Parks and Solid Waste Director