

**WAUPACA COUNTY SOLID WASTE MANAGEMENT BOARD**  
**Meeting Minutes – January 8<sup>th</sup>, 2018**  
**Waupaca County Courthouse – Room 1068**

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, Maryann Snider and Ken Van Dyke. Others present: Staff Members Debbie Krogwold, Tom Claussen, and John Francis. Citizen Member Nancy Koeppen was absent.

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

**Approve Minutes of Previous Meeting:** Motion by Boyer, seconded by Zaug to approve the November 13<sup>th</sup>, 2017 minutes. Motion carried without a negative vote.

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

**Recycling Coordinator Position Update:** Francis reported that the application period had ended and that they were reviewing the applications. Interviews are to take place on Friday, January 19<sup>th</sup>. There was discussion about who would be on the interview committee. Francis stated that he would check with HR to verify that we can have who we wanted at the interview.

**PTF Hauling Contract Extension:** Francis reported that the hauling contract with Graichen Disposal was set to expire December 31<sup>st</sup>, 2017 so a six month contract was signed that will take us through the end of June in 2018. This is the approximate timeframe when it is expected to switch over to open-top semi-trailer hauling which will be bid out as a separate longer term contract. The hauling rate for the new six month contract increased to \$175 per load from the \$165 per load price of the three year old contract that expired.

**PTF Supervisor Update:**

- Claussen reported that there were 33 transactions on the Saturday the PTF was open in December. The customers appreciated it being open and Claussen expected there to be more use once people become used to the new schedule.
- The PTF staff have been working on painting and organizing to improve the appearance of the facility.
- The Department of Vocational Rehabilitation may be bringing a client to the PTF to learn work skills soon; they are working out a schedule now. This position will be entirely funded by the DVR so there should be little cost to the County for this person.
- Joe Barden and Claussen organized a safety training day at the PTF on January 3<sup>rd</sup>. The facility was closed during the training. The training went well and was attended by the Parks Staff as well. This will help in keeping up to date on all the training that is required on an annual basis.
- Claussen reported that they purchased an AED for the facility and that it would be installed soon. There have been a few times in the past that customers have collapsed and we were just lucky that the device was not needed.

**Meetings/Conferences Attended:** Krogwold discussed the upcoming WIRMC Conference and handed out a sheet explaining what educational sessions most applied to our operation. There was a discussion about who should go to the conference. Sorensen explained that he was on the WCSWMA (Wisconsin Counties Solid Waste Management Association) board, one of the sponsors of the conference, and that he would find out how a replacement should be appointed in his place as he will no longer be involved after his term on the County Board is complete. Van Dyke and Zaug indicated that they were interested in

attending if possible. Francis stated that he would look into how much was in the budget for attending the conference and report back to those interested. There was discussion about possibly splitting a registration between a couple people, Krogwold stated she will look into this to see if it is allowed by the organization.

**Recycling Coordinators Report:**

- a. **Education Outreach:** Krogwold reported that the Burning News flyer was updated and will be distributed soon along with a flyer for our recycling program.
- b. **Program Updates:** Krogwold stated that grant money from the prescription drug program was received - \$2,400.00. She will be working on the 2017 Recycling Grant final report that is due in April with the new person hopefully. The 2017 assessment went out to municipalities.

**Director Report:**

- a. **Department Activities:** Covered earlier.
- b. **Project Updates:** Francis talked about the timeline for the Open-Top Trailer Conversion Project with a goal of being operational by July of 2018. He will report back with more specifics at the next meeting.

**Upcoming Meetings:** The next meeting was scheduled for February 12<sup>th</sup> at 3:30pm at the Courthouse.

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

The meeting adjourned at 4:20 p.m.

Submitted by,

John D Francis  
Parks and Solid Waste Director