

**Minutes are provided for informational purposes only. The official record can be obtained from the County Clerk's office. All minutes are unofficial until approved. Minutes are generally approved at the following meeting**

**MINUTES OF PIERCE COUNTY SOLID WASTE MANAGEMENT BOARD  
Sub-Committee (MRF Baler)**

**January 10, 2005**

PRESENT: Jerry Kosin, Bill Gilles, and Opal Darr

OTHERS: Steve Melstrom, S.W. Administrator and David Murphy, MRF Supervisor, Chuck Rang of Ver-Tech, Inc.

**CALL TO ORDER:**

The meeting was called to order by Chair, Bill Gilles at 3:30 p.m.

**ELECTION OF SUB-COMMITTEE VICE CHAIR:**

Bill made a motion to appoint a Vice Chair. Bill nominated Jerry Kosin; Opal Darr seconded the motion. Motion carried to appoint Jerry Kosin as Vice Chair.

**DISCUSS MRF BALER:**

Chuck Rang of Ver-Tech, Inc., provided information on the various styles and capacities of balers that are on the market today. He also provided insight on our current baler.

Much discussion took place on a wide variety of topics all related to the baler to begin to identify the criteria that will be used to assist in the decision making process. No action was taken.

**OTHER BUSINESS:**

No other business discussed.

**ADJOURN:**

Motion was made by Bill Gilles, seconded by Opal Darr to adjourn. Motion carried. Meeting adjourned at 5:25 p.m.

# MINUTES OF PIERCE COUNTY SOLID WASTE MANAGEMENT BOARD

January 12, 2005

PRESENT: Greg Engeset, Jerry Kosin, Sandra Weix, LeRoy Peterson, Bill Gilles,  
Opal Darr, Don Johnson, and Paul Barkla

OTHERS: Steve Melstrom, S.W. Administrator and David Murphy, MRF Supervisor  
Ronald Anderson, County Board Chair

## CALL TO ORDER:

The meeting was called to order by SWMB Chair, Greg Engeset, at 4:30 p.m.

## NEXT MEETING DATES:

Wednesday, February 16, 2005 @ 4:30 p.m.

Wednesday, March 9, 2005 @ 4:30 p.m.

## APPROVE MINUTES:

The Board reviewed the minutes of December 8, 2004 and December 27, 2004. Don Johnson motioned to approve the minutes of December 8, 2004 seconded by Paul Barkla. Motion carried. Jerry Kosin motioned to approve the minutes of December 27, 2004 seconded by Opal Darr. Motion carried.

## APPROVE VOUCHERS:

The Board reviewed the voucher list. Jerry Kosin motioned to approve the voucher list, seconded by Opal. Motion carried.

## REVIEW 2004 BUDGETS:

The Board reviewed and discussed the 2004 budgets and revenue summaries.

## 2005 RECYCLING GUIDE BIDS:

Steve reviewed with the Board the bids for the 2005 Recycling Guide that were received from Helmer Printing, Resco Print Graphics (RPG) Inc., and PrintArt. Steve explained that Helmer Printing was not the lowest bid; however, Helmer Printing is located in Pierce County and they have done some work for Pierce County in the past, i.e., they printed the 2004 Recycling Guide. They will also print and provide an unlimited number of full-size proofs at no additional cost. Motion was made by Bill Gilles, seconded by Paul Barkla to accept the bid of \$3,995.00 (this covers the printing cost, but does not include postage costs) from Helmer Printing. Motion carried.

## MRF BALER OPTIONS:

Bill Gilles reviewed with the board the information generated from the Baler Sub-Committee meeting held on January 10, 2005. After much discussion, Bill recommended the need to continue researching information on balers. Bill would also like to look at possibly creating a survey, which could be distributed to Pierce County residents for acquiring information on recycling education, current recycling trends, and the community's expectations of what the County's role should be in recycling. The survey information acquired could also be used in discussing future planning. Bill stated at this time there was no meeting date set for the Baler Sub-Committee. Several members of the board expressed their appreciation to the MRF staff for the abundance of information they provided the Board regarding balers. No action taken.

BOARD WILL CONVENE INTO CLOSED SESSION:

Motion was made by Jerry Kosin, seconded by Paul Barkla to convene into closed session, pursuant to Wis. Stats. § 19.85(1)(c), "for" considering employment, promotion, compensation, or performance evaluation data of any public employee over the governmental body having jurisdiction or exercising responsibility for the purpose of the annual performance evaluation" for the Solid Waste Administrator. Motion carried with a unanimous roll call "yes" vote. Opal Darr was not present at this time.

BOARD WILL CONVENE INTO OPEN SESSION:

Motion was made by Paul Barkla, seconded by LeRoy Peterson to return to open session and take action on closed session items if required. Motion carried with a unanimous roll call "yes" vote. Opal Darr was not present at this time.

Motion was made by Paul Barkla, seconded by Jerry Kosin to recommend a step increase for the Solid Waste Administrator, Steve Melstrom. Motion carried.

SUPERVISOR'S REPORT:

No discussion took place.

OTHER BUSINESS:

No other business discussed.

ADJOURN:

Motion was made by Paul Barkla, seconded by Don Johnson to adjourn. Motion carried. Meeting adjourned at 6:09 p.m.

MINUTES OF PIERCE COUNTY SOLID WASTE MANAGEMENT BOARD  
February 16, 2005

PRESENT: Greg Engeset, Jerry Kosin, Sandra Weix, LeRoy Peterson, Bill Gilles, Opal Darr, Don Johnson and Paul Barkla.

OTHERS: Steve Melstrom, S.W. Administrator and David Murphy, MRF Supervisor.

CALL TO ORDER:

The meeting was called to order by SWMB Chair, Greg Engeset, at 4:35 p.m.

NEXT MEETING DATES: Wednesday, March 9, 2005 @ 4:30 p.m.  
Wednesday, April 6, 2005 @ 4:30 p.m.

APPROVE MINUTES:

The Board reviewed the minutes of January 10, 2005 and January 12, 2005. Motion by Don Johnson to approve the minutes of January 10, 2005, seconded by Jerry Kosin. Motion carried. Motion by Paul Barkla to approve the minutes of January 12, 2005, seconded by Don Johnson. Motion carried.

APPROVE VOUCHERS:

The Board reviewed the voucher list. Motion by Jerry Kosin to approve the voucher list, seconded by Bill Gilles. Motion carried.

REVIEW 2004 BUDGETS:

The Board reviewed and discussed the 2004 budgets and revenue summaries. Steve informed the Board that both the Solid Waste and Recycling Budgets would have surpluses. The Clean Sweep Budget will have a deficit. The Board inquired on the status of the commingle project budget. Steve informed the Board that he has been working with Brad Lawrence, Pierce County Corporation Counsel, on resolving URS's final pay request of \$1,943.85. After some discussion, the Board recommended paying URS their final pay request. The Board directed Steve to contact Brad Lawrence for advice on how the final payment to URS should be completed. Motion by Leroy Peterson to pay URS, seconded by Jerry Kosin. Motion carried.

DISCUSS RECYCLING GROWTH OPPORTUNITIES IN PIERCE COUNTY:

There was much discussion on a wide variety of options for encouraging recycling growth in Pierce County. Greg Engeset informed the Board that Kevin Peterson of Construction and Demolition

Management will be giving a presentation at the next Solid Waste Management Board (SWMB) meeting. Greg stated that Kevin may have some additional ideas on how to increase recycling growth. Steve reported that the new 2005 recycling guides have been mailed. Steve said he and Dave have already received positive comments from the citizens regarding the new format for the 2005 guides. The 2005 recycling guide was changed to a booklet style form. Several board members also expressed positive comments regarding the new booklet style.

#### EDUCATIONAL INTERN:

The Board discussed many options for hiring an educational intern. The Board agreed that many details for an intern position need to be identified. Paul Barkla recommended forming a sub-committee for conducting this research, i.e., job description, funding options, pay rate, and other possible aspects related to the intern position. After some discussion, it was recommended that Greg Engeset, Opal Darr, and Bill Gilles make up the sub-committee. Motion was made by Paul Barkla, seconded by Jerry Kosin. Motion carried

#### USER FEE WAIVER REQUEST FOR BENGSTON PROPERTY:

Steve presented the user fee waiver request he received regarding the Bengston property. Steve stated that he conducted an on-site inspection of the property and recommended that the Board grant the waiver request. Motion by Paul Barkla to waive the \$25.00 user fee on the Bengston property, seconded by Bill Gilles. Motion Carried.

#### ALTERNATIVE FIBER MARKET:

After several meetings, many phone conversations, and after much research, Steve brought to the Board detailed information regarding an alternative fiber market—American Chung Nam of China. Steve explained the above-average per ton pricing and the process for shipping. After much discussion, Paul Barkla recommended doing a trial fiber shipment and for Steve to report the results to the SWMB at the March meeting. Motion was made by LeRoy Peterson, seconded by Jerry Kosin. Motion carried, with Opal Darr opposing.

#### Recycling Efficiency Incentive (REI) GRANT:

Steve presented to the Board a proposed agreement with Pepin County for doing assessments at multi-family dwellings. The signed agreement can be used to apply for a 2006 Recycling Efficiency Incentive (REI) Grant. The assessments will be performed on apartment complexes that have five (5) or more units. Motion was made by Bill Gilles, seconded by Paul Barkla. Motion carried.

#### Discuss/take Action on Baler Repair:

Steve and Dave had a private equipment vendor come in and give an impartial evaluation on the condition of the floor on the MRF's baler. They also contacted Ver-Tech and have them scheduled to do an evaluation on Monday, February 14<sup>th</sup> at 9 am. Greg Engeset and LeRoy Peterson said they planned to be in attendance while Ver-Tech was on site. A motion was made to authorize Greg Engeset, LeRoy Peterson, and Steve Melstrom to decide on a course of action, based on the information received from the meeting with Ver-Tech. Motion made by Paul Barkla, seconded by Don Johnson. Motion Carried.

Supervisor's Report:

The Solid Waste Department was directed to gather information on mosquito control. David reported on the results of the research. It was recommended that no action be taken to purchase chemicals or applicators at this time, as the Public Health Department has already purchased the chemicals for mosquito control if needed.

Discuss /take action on National Recycling Conference:

The National Recycling Conference is scheduled for August 28-31, 2005, in Minneapolis MN. Only Associated Recyclers of Wisconsin (AROW) members may qualify for the early registration discount rate. Steve is the only registered member of AROW from Pierce County. There is a \$75.00 fee to register as an AROW member. The cost for the conference is \$405 per person with the discount. Motion was made to register Greg Engeset and David Murphy as AROW members so they too could receive the discount conference rate. Motion was made by Bill Gilles for Greg, Steve, and David to attend the conference, seconded by Paul Barkla. Motion carried.

Other Business:

Don Johnson attended the Winter Conference in Green Bay and gave a brief summary of the track sessions he attended. Mercury contamination in our environment continues to be an ongoing concern. Several innovative companies are starting to use wood chips as a form of erosion control with very positive results. Don also attended a track session on composting and sees encouraging results from the continued growth of composting in the private sector.

The Board also had a brief discussion on the subject of creating an emergency disaster response plan. The tornado that struck the town of Siren, Wisconsin was used as an example.

Motion made by Paul Barkla to adjourn, seconded by LeRoy Kosin. Motion carried. Meeting adjourned at 6:08 p.m.

# MINUTES OF PIERCE COUNTY SOLID WASTE MANAGEMENT BOARD

March 9, 2005

PRESENT: Greg Engeset, Jerry Kosin, LeRoy Peterson, Bill Gilles, Opal Darr,  
Don Johnson, Dale Hines, and Paul Barkla

OTHERS: Steve Melstrom, S.W. Administrator, David Murphy, MRF Supervisor  
Kevin Peterson, Cleon Engel & Jason Engel, from Construction Debris Management

## CALL TO ORDER:

The meeting was called to order by SWMB Chair, Greg Engeset, at 4:30 p.m.

## NEXT MEETING DATES:

Wednesday, April 6, 2005 @ 4:30 p.m.  
Saturday, April 16, 2005 @ 7:30 a.m. (Clean Sweep Event)  
Wednesday, May 11, 2005 @ 4:30 p.m.

## APPROVE MINUTES:

The board reviewed the minutes of February 16, 2005. Motion by Paul Barkla to approve the minutes, seconded by Don Johnson. Motion carried.

## APPROVE VOUCHERS:

The board reviewed the voucher list. A brief discussion ensued on the proper procedure for the vouchers. Greg recommended that no changes be made at this time. Motion by Jerry Kosin to approve the voucher list, seconded by Bill Gilles. Motion carried.

## REVIEW 2004 / 2005 BUDGETS:

Steve reviewed with the board the 2004 budgets. He informed the Board that 2004 was a record year for recycling material revenues. Bill Gilles stated that he wished to congratulate the staff for a job well done. Steve is projecting a total budget surplus of over \$274,000.00.

Steve presented the 2005 budgets. The budget numbers do not include the vouchers that were approved at this meeting. Steve asked the board how often they would like to review the 2005 budgets. After a brief discussion the board stated they would like to see the budget numbers on a quarterly basis, they do not need to review the budgets again until June 2005.

#### C & D RECYCLING/CONSTRUCTION WASTE (KEVIN PETERSON)

Steve introduced Kevin Peterson of Construction and Debris Management. Kevin gave a presentation on construction and demolition recycling. He stated that approximately 75% of all construction debris could be recycled. Kevin is asking the Solid Waste Department for help in recycling materials, such as cardboard and metal siding generated from new construction building sites. The typical material composition of construction debris is 42% wood, 26% drywall, 11% masonry, 4% cardboard, 2% metal, and 15% consists of other materials.

The MRF would only be required to accept the cardboard and other recyclable materials. The other construction debris would be taken to a different location for processing. Kevin also expressed an interest in researching ways to re-use the mixed glass we are currently shipping to Adams County for a cost.

Kevin's presentation included a considerable amount of information on wood chips and compost, and how his company uses them to effectively control erosion. The board was very impressed with Kevin's presentation.

The board supports the entire concept of encouraging builders to take an active role in recycling and re-using construction waste materials. Paul Barkla asked Kevin if he would be willing to give his presentation to the Pierce County board. Kevin said he would. Ron Anderson agreed. Opal Darr asked Kevin if he could provide samples of the wood chips and compost product his company produces for displaying at the department's fair booth. Kevin said he could do that.

#### DISCUSS / TAKE ACTION ON 2004 SOLID WASTE ANNUAL REPORT:

Steve presented the 2004 Annual Report to the board. Ron Anderson asked Steve if this is the same report that the Pierce County board would receive. He informed him that it was. Dale Hines stated that he felt the report was very easy to understand and he liked the pictures. A Motion was made by Dale Hines to approve the report, seconded by Paul Barkla. Motion carried.

#### CLEAN SWEEP:

Steve informed the board that there would be a safety meeting held at 7:30 a.m. prior to the start of the Clean Sweep event on April 16, 2005. Steve asked the board how many planned to attend the spring event. Opal, Bill, Don, Ron, Leroy, and Paul said they plan to attend. Jerry is unsure at this time.

#### SUPERVISORS REPORT:

David reported on the repair work done on the MRF's baler in-feed conveyor. Lovegreen Industries repaired the conveyor and the conveyor is now working correctly. There was a brief discussion on the plans to have Ver-Tech return on March 11, 2005 to complete repairs on the interior of the baler.

OTHER BUSINESS:

Steve briefed the board on the cardboard shipment to export market, American Chug Nam. The MRF staff found the shipping container simple to load. They had no problem meeting the required minimum weight limit.

Steve and David have also had preliminary discussions with vendors on ways to improve the MRF's indoor air quality. Steve also mentioned a couple options he's researching to increase material tons and revenues.

Motion made by Opal Darr to adjourn, seconded by Jerry Kosin. Motion carried. Meeting adjourned at 6:00 p.m.

## **MINUTES OF PIERCE COUNTY SOLID WASTE MANAGEMENT BOARD**

**April 6, 2005**

**PRESENT:** Greg Engeset, Jerry Kosin, LeRoy Peterson, Bill Gilles, Opal Darr,  
Don Johnson, and Sandra Weix

**OTHERS:** Steve Melstrom, S.W. Administrator  
David Murphy, MRF Supervisor

### CALL TO ORDER:

The meeting was called to order by SWMB Chair, Greg Engeset, at 4:30 p.m.

### NEXT MEETING DATES:

Saturday, April 16, 2005 @ 7:30 a.m. (Clean Sweep Event)

Wednesday, May 11, 2005 @ 4:30 p.m.

Wednesday, June 8, 2005 @ 4:30 p.m.

### APPROVE MINUTES:

The board reviewed the minutes of March 9, 2005. Motion was made by Don Johnson to approve the minutes, seconded by Jerry Kosin. Motion carried.

### APPROVE VOUCHERS:

The board reviewed the voucher list. Motion was made by Jerry Kosin to approve the voucher list, seconded by Bill Gilles. Discussion was held regarding the 2006 budget. The board indicated that they want to begin reviewing the 2006 budgets at the May Solid Waste board meeting. The board also stated that they would like to review leasing program options for the MRF's skid steer loader. Motion carried.

### INTERN SUB-COMMITTEE:

Steve informed the board that Bill Gilles had resigned from the Intern Sub-Committee. Steve asked if there were any board members interested in replacing Bill on the Intern Sub-Committee. Don Johnson volunteered to replace Bill Gilles on the committee. The board directed Steve to schedule a meeting for the Intern Sub-Committee and Terry Mesch of Pepin County.

#### USER FEE WAIVER REQUEST:

Steve received a user fee waiver request from Douglas Hinzman. Steve presented the details of the request to the board. There was much discussion. Motion was made by Jerry Kosin to approve the user fee waiver request, seconded by Bill Gilles. Motion carried.

#### OPTIONS FOR RECYCLING GROWTH:

Steve presented the findings of the trash reduction project performed by the MRF's staff through the month of March. The trash reduction project was performed to look internally for ways to reduce expenses, increase profits, and manage materials as they flow through the facility. Plastics #3 - #7 have always been considered trash items. The MRF staff was assigned the task of removing the plastics #3-#7 from the container stream to better understand the volumes and the logistics of handling an additional category of material. In conjunction with the #3-#7 plastics, staff also made revisions to the location on the container line where glass was being removed. The revisions were needed to accommodate an additional bin underneath the glass-sorting platform for removing mixed fibers from the container stream. The study revealed that removing the #3 - #7 plastics to be very labor intensive, yielding no profits from material sales and a minimum savings on trash disposal costs. However, removing the mixed fibers from the container stream yielded a reduction in trash disposal costs and generated additional revenues from material sales.

Steve introduced the concept of paying for aluminum cans as ways other county-operated facilities have attempted to stimulate recycling growth and increase citizen participation in their programs. Discussion ensued on the concerns in entering into this type of program. Concerns such as manpower commitments, possible loss of revenues, initial cost of implementing the program, and space issues at the facility were all discussed.

There was also discussion regarding curbside recycling in rural areas of the county. The board discussed possible ways of implementing a pilot curbside program for a small rural community, which resulted in more questions than answers.

The Board discussed ideas on creating and conducting a survey of Pierce County residents as a possible way of stimulating recycling participation.

Opal Darr informed the board that she has been conducting research on recycling construction and demolition materials.

SUPERVISOR'S REPORT:

Dave reported that the MRF staff is already making preparations for the April 16<sup>th</sup> Spring Clean Sweep. The MRF received a record 161 tons of container-type materials (plastics, glass, and metals) in the month of March.

OTHER BUSINESS:

Steve informed the board that the final payment due to URS has been mailed.

Steve also informed the board that the Bay City Curbside Contract is up for renewal in May of 2005. Bill Gilles stated that he was planning to discuss language in the contract with Bay City representatives.

ADJOURN:

Motion was made by LeRoy Peterson to adjourn, seconded by Opal Darr. Motion carried. Meeting adjourned at 6:20 p.m.

**MINUTES OF PIERCE COUNTY SOLID WASTE MANAGEMENT  
BOARD  
SUB-COMMITTEE RECYCLING INTERN**

**April 27, 2005**

**PRESENT:** Greg Engeset, Opal Darr & Don Johnson

**OTHERS:** Steve Melstrom, S.W. Administrator  
David Murphy, MRF Supervisor  
Ed Hass, Dept. Head/Resource Agent UW Extension Office  
David Trechter, UW of River Falls  
Terry Mesch, Pepin County Solid Waste Coordinator

**CALL TO ORDER:**

The meeting was called to order by SWMB Chair, Greg Engeset, at 2:00 p.m.

**ELECTION OF SUB-COMMITTEE CHAIR:**

Don Johnson nominated Greg Engeset to be the chair of the Sub-Committee, Opal Darr seconded the nomination. Greg Engeset was elected the chair of the Solid Waste Management Board Sub-Committee Recycling Intern.

**DISCUSS RECYCLING INTERN & CONSULTANT OPTIONS:**

Opal Darr expressed a strong desire to hire an intern from the UW-River Falls for conducting the Pierce and Pepin County multi-family apartment complex assessment study. The intern would be responsible for doing an assessment study of apartment complexes with five or more units in each of the Counties to determine the degree of compliance with State and County recycling ordinances.

There was much discussion on the best methods for completing the assessment study. The committee asked David Trechter of UW-River Falls to supply them with an estimated cost for performing the assessment study. The committee also requested that David Trechter give them an estimated time frame for completing the study.

Terry Mesch of Pepin County stated that they have approximately 20 apartment complexes that need assessments done. Steve Melstrom of Pierce County stated that he is estimating that they have over 100 apartment complexes that need assessments.

Terry Mesch explained that the assessment study would be a valuable educational tool for both counties.

The assessment study will allow both counties to be eligible for applying for the 2006 Recycling Efficiency Incentive (REI) Grant.

Sub-committee members and Terry Mesch of Pepin County agreed to support the concept of hiring an intern from UW-River Falls to conduct the study.

ADJOURN:

Meeting adjourned at 3:15 p.m.

**MINUTES OF PIERCE COUNTY SOLID WASTE MANAGEMENT BOARD**  
**May 11, 2005**

PRESENT: Jerry Kosin, LeRoy Peterson, Bill Gilles, Opal Darr,

OTHERS: Steve Melstrom, S.W. Administrator,  
David Murphy, MRF Supervisor,  
Ronald Anderson, County Board Chair,  
David Trechter, UW of River Falls

CALL TO ORDER:

The meeting was called to order by SWMB Vice-chair, Opal Darr, at 4:30 p.m.

NEXT MEETING DATES: Wednesday, June 8, 2005 @ 4:30 p.m.  
Wednesday, July 13, 2005 @ 4:30 p.m

APPROVE MINUTES:

The Board reviewed the minutes of April 6, 2005 (SWMB), April 16, 2005 (Clean Sweep), April 27, 2005 (Construction Debris/Informational Purposes Only), and April 27, 2005 (Sub-committee Recycling Intern). Motion was made by Don Johnson to approve the minutes, seconded by Paul Barkla. Motion carried. Jerry Kosin asked if there was any new information to report regarding recycling construction debris. Opal Darr briefed the Board on what she has been working on regarding recycling construction debris. Opal stated she would like to see Pierce County work with Kevin Peterson of Construction Debris Management.

APPROVE VOUCHERS:

The Board reviewed the voucher list. Motion was made by Jerry Kosin to approve the voucher list, seconded by Dale Hines. Motion carried.

MULTIFAMILY ASSESSMENT PROJECT:

Steve introduced Dr. David Trechter from the UW- River Falls Survey Research Center. Steve asked the Board if they had any questions for Mr. Trechter regarding performing the Pierce and Pepin County Multi-Family Assessment Project. The Board had a brief discussion with Mr. Trechter and thanked him for

attending the meeting.

Steve explained that the Multi-Family Assessment Project will allow both Counties to apply for a 2006 Recycling Efficiency Incentive (REI) Grant. Steve presented the past history of the REI Grants and the revenues that we have received. Opal Darr questioned where the grant revenues are deposited. Ron Anderson, County Board Chair, replied that the grant revenues are deposited into the general fund.

Motion was made by Paul Barkla to approve hiring Dr. David Trechter of the UW-River Falls Survey Research Center for performing the Multi-Family Assessment Project with the following conditions. UW-River Falls must provide a letter stating a clear assignment of liability and proof of insurance, and that language be added to the proposal agreement that states, "payment be made for services upon delivery of the report which satisfactorily meets the criteria set forth in the proposal." Dale Hines seconded the motion. Motion carried.

#### DISCUSS 2006 BUDGETS:

Steve handed out some preliminary 2006 budget information. Steve said that the tires on the MRF's forklifts are going to need replacing in 2006. Steve and Dave are evaluating the possibility of adding a cardboard only roll-off box to the Elmwood recycling drop-off site. David gave a brief presentation on how a lease program would work for the MRF's skid-loader

#### SUPERVISOR'S REPORT:

Dave reported on the most recent floor repairs done to the MRF's baler by Ver-Tech Incorporated.

#### OTHER BUSINESS:

The Board asked Steve to invite Manny Kenny who is responsible for coordinating the UW-River Falls recycling program to attend the June SWMB meeting. There was also discussion on the MRF's trash costs and possible ways to reduce them.

#### ADJOURN:

Motion was made by Paul Barkla to adjourn, seconded by Bill Gilles. Motion carried. Meeting adjourned at 5:50 p.m.

## **MINUTES OF PIERCE COUNTY SOLID WASTE MANAGEMENT BOARD**

July 13, 2005

**PRESENT:** Greg Engeset, Jerry Kosin, Bill Gilles, Sandra Weix,  
LeRoy Peterson, Don Johnson, Paul Barkla, and Dale Hines

**OTHERS:** Steve Melstrom, S.W. Administrator, David Murphy, MRF Supervisor

### CALL TO ORDER:

The meeting was called to order by SWMB Chair, Greg Engeset, at 4:30 p.m.

### NEXT MEETING DATES:

Tuesday, August 9, 2005 @ 4:30p.m.

Wednesday, September 14, 2005 @ 4:30pm

### APPROVE MINUTES:

The Board reviewed the minutes of June 8, 2005. Motion made by Paul Barkla to approve the minutes, seconded by Don Johnson. Motion carried.

### APPROVE VOUCHERS:

The Board reviewed the voucher list. Motion made by Jerry Kosin to approve the voucher list, seconded by Paul Barkla. Motion carried.

### APPROVE MINUTES OF 5/11/05 AS AMENDED:

Motion made by Paul Barkla to approve the minutes of May 11, 2005 as amended, seconded by Dale Hines. Motion carried.

### CLEAN SWEEP OPTIONS:

Bill Welter of Northwest Regional Planning (NRP) was unable to attend the meeting. Steve distributed

spreadsheets of the Pierce County clean sweep statistics. Dave Murphy stated that he did not think that NRP opened containers of hazardous waste on site. Jerry Kosin questioned how NRP handled requests from residents that want their containers back. The Board would like to have Bill Welter attend a future SWMB meeting if possible.

#### BOBCAT LEASE OPTIONS:

The Board discussed the bobcat lease options. Steve Melstrom recommended changing from a two-year trade cycle to a one-year trade cycle. Steve stated that he had consulted with Lynn Lahti of Pierce County Corporation Counsel and that her legal opinion was that any program we decide to do, i.e., lease, buy back, or trade-in, would require an RFP to bid out. The Board discussed the various program options, i.e., leasing, buy back, rental, and trade in.

#### 2005 PIERCE COUNTY FAIR:

The Board reviewed and discussed the fair booth schedule. Steve asked the Board to contact Darlene for scheduling a time slot for working at the fair booth.

#### C & D RECYCLING:

Greg Engeset informed the Board that the next informal construction debris-recycling meeting would be held on Friday, July 15, 2005, at 10:30 a.m. at the MRF. Greg stated that the consensus of the group was that there was not enough time to apply for a grant this year.

#### 2006 BUDGETS DISCUSSED:

Steve presented the preliminary proposed 2006 budgets with the Board. There was much discussion on all three budgets and the department's revenues' summary. Steve plans to continue analyzing all of the department's budgets and revenues and will be providing a more accurate budget proposal at the August scheduled meeting.

#### SUPERVISOR'S REPORT:

David briefed the Board regarding the repairs done on the MRF's eddy current magnetic separator, and the variable frequency drive that was replaced on the MRF's sorting line control panel.

Dave distributed a spreadsheet to the Board reflecting 2005 recycling and trash items being generated at the Prescott recycling drop-off site. The plan is to continue monitoring the site and to inform the Board if anything changes.

#### OTHER BUSINESS:

Steve and Greg Engeset informed the Board that Ross Christopherson from the Highway Department

would like to remove fill material from the west side of the MRF. The Highway Department would be responsible for restoring the area after they finish removing the fill material. The Board instructed Steve to place it on the August SWMB agenda as a discuss/take action issue.

Steve informed the Board that Bowater, the paper mill that the MRF contracts with for newspaper and magazines, is curtailing their operations for approximately 18 days.

ADJOURNMENT:

Motion made by Paul Barkla to adjourn, seconded By Dale Hines. Motion Carried. Meeting adjourned at 7:10pm.

MINUTES OF PIERCE COUNTY SOLID WASTE MANAGEMENT BOARD

August 09, 2005

PRESENT: Greg Engeset, Jerry Kosin, Bill Gilles, Sandra Weix, LeRoy Peterson, Don Johnson, and Paul Barkla.

OTHERS: Steve Melstrom, S.W. Administrator, Curt Kephart, Administrative Coordinator, Melissa Thoen

CALL TO ORDER:

The meeting was called to order by SWMB Chair, Greg Engeset, at 4:30 p.m.

NEXT MEETING DATES:

Wednesday, September 14, 2005 @ 4:30pm

Wednesday, October 12, 2005 @ 4:30pm

APPROVE MINUTES:

The Board reviewed the minutes of July 13, 2005. Motion made by Don Johnson to approve the minutes, seconded by Jerry Kosin. Motion carried.

APPROVE VOUCHERS:

The Board reviewed the voucher list. Motion made by Jerry Kosin to approve the voucher list, seconded by Don Johnson. Motion carried.

DISCUSS / TAKE ACTION ON HIGHWAY DEPARTMENT'S REQUEST TO REMOVE FILL MATERIAL ON WEST SIDE OF MRF:

After much discussion, motion was made by Jerry Kosin and seconded by Bill Gilles to allow the highway department to remove the fill material with the condition that after removing the needed fill material, the highway department must refill the effected area with a rock base and cover with blacktop. Motion carried.

## DISCUSS / TAKE ACTION ON PROPOSED 2006 BUDGETS:

Steve presented the 2006 proposed budgets. Steve informed the board of what the potential impact Anchor Glass could have on the 2006 transportation costs if they decide to close. Steve also presented the proposed recycling capital improvements and recycling capital equipment budgets for 2006. Steve stated that one of the capital improvement plans for 2005 was to repair, prime, and paint the MRF's oldest recycling roll-off containers. The metal fabricator who is performing the repair work has advised Steve that our ten (10) oldest recycling roll-off containers are not worth repairing. Steve stated that some of the costs for purchasing new containers in 2006 could be covered by carrying over the money saved in not having to repair the containers this year.

Greg Engeset stated that he would prefer to purchase some of the containers this year if there were going to be money remaining from not having to repair the containers this year. Greg mentioned the concern over the possibility of steel prices increasing again in 2006. Steve stated that there should be enough money remaining to purchase two (2) recycling containers this year. Motion was made by Paul Barkla and seconded by Jerry Kosin to forward a request to the Personal and Finance Committee for approving the purchase of two recycling containers in 2005 using money which had originally been designated in capital improvements for repairing the recycling containers. Motion carried. No other actions were taken on the 2006 budgets. Steve plans to present the final proposed 2006 budgets at the September 14, 2005 meeting.

## SUPERVISORS REPORT:

Steve announced the hiring of a new employee on August 4, 2005. Steve reported that the MRF experienced several days of down time in July, due to repair work being done on the MRF's equipment. The volume of incoming materials processed in the month of July was down from a year ago.

## 2005 PIERCE COUNTY FAIR:

Steve acknowledged MRF staff members Mike Metcalf and Matt Kelly for a job well done in setting up the department's fair booth. Steve also wanted to acknowledge and thank the Data Processing Department staff for the technical assistance they provided the MRF staff in setting up a power point presentation for display at this year's fair booth. Steve informed the board of the three prizes the department will be having a drawing for this year--a glider rocker, dining chair, and a butterfly house. All of the prizes were manufactured from recycled plastics.

## OTHER BUSINESS:

Steve reported that Bowater has resumed operating and is accepting baled newspaper again.

## ADJOURNMENT:

Motion made by Bill Gilles to adjourn, seconded by Paul Barkla. Motion carried. Meeting adjourned at 5:50 pm.

# MINUTES OF PIERCE COUNTY SOLID WASTE MANAGEMENT BOARD

September 14, 2005

PRESENT: Greg Engeset, Jerry Kosin, Bill Gilles, Sandra Weix, LeRoy Peterson, Don Johnson,

Paul Barkla, Opal Darr, and Dale Hines

OTHERS: Steve Melstrom, S.W. Administrator  
David Murphy, MRF Supervisor  
Paul Larson, Paul's Industrial Garage/P.I.G.  
Curt Kephart, County Administrator

## CALL TO ORDER:

The meeting was called to order by SWMB Chair, Greg Engeset, at 4:30 p.m.

## NEXT MEETING DATES:

Wednesday, October 12, 2005 @ 4:30pm

Wednesday, November 9, 2005 @ 4:30pm

## APPROVE MINUTES:

The Board reviewed the minutes of August 9, 2005. Motion made by Don Johnson to approve the minutes, seconded by Paul Barkla. Motion carried.

## APPROVE VOUCHERS:

The Board reviewed the voucher list. Motion made by Jerry Kosin to approve the voucher list, seconded by Paul Barkla. Motion carried.

## DISCUSS/TAKE ACTION ON REQUEST MADE BY PAUL LARSON OF P.I.G.:

Paul Larson from Paul's Industrial Garage (P.I.G.) informed the Board that his transfer station is researching options for ways to remove recyclable cardboard from construction debris materials. Paul inquired if Pierce County would be willing to pay his company a percentage of the cardboard market price if they delivered the cardboard to the Pierce County MRF. After much discussion, motion made by Paul Barkla to table the proposal request by Paul Larson of P.I.G. for further investigation, seconded by Jerry Kosin. Motion carried.

### DISCUSS/TAKE ACTION REGARDING ANCHOR GLASS CORPORATION:

Steve informed the Board that Anchor Glass Corporation has filed chapter 11 bankruptcy. The most likely reason is for reorganization. Pierce County had five unpaid colored glass shipments on the books prior to the date they filed chapter 11. Brad Lawrence of Pierce County Corporation Council has filed a proof of claim for those unpaid shipments. Steve has also had phone conversations with Anchor Glass representatives regarding the unpaid shipments. Anchor Glass representatives informed Steve that they cannot guarantee payment for those five unpaid shipments. Anchor Glass is still operating and is currently paying suppliers within a week to ten days for glass shipments made after August 8, 2005. Steve stated that Anchor Glass is the only colored glass market end user in our area. The cost to transport the colored glass to a more distant end user would outweigh the revenues we receive. If needed, Adams County can accept the additional colored glass tons, but they do not pay anything for glass. Steve recommended that Pierce County resume shipping to Anchor Glass with the understanding that we receive payment for shipments within ten days. Motion made by Dale Hines to resume shipping to Anchor Glass Corporation, seconded by Opal Darr. Motion carried.

### PIERCE COUNTY FAIR:

The results of recycling at the fair were about the same as in 2004. There was much discussion on ways to improve recycling at the fair for fair participants and vendors. Dave Murphy presented the idea of a recycling outreach program utilizing students and various clubs. No actions were taken.

### 2005 FALL CLEAN SWEEP:

The 2005 Fall Clean Sweep will take place on Saturday, September 17, 2005 from 8:00 a.m. to 12:00 noon. There will be a safety meeting at 7:30 a.m. for all workers.

### DISCUSS SOLID WASTE DEPARTMENT FIVE-YEAR PLAN:

Steve distributed and explained the Department's five-year plan. The Board had a brief discussion. No action taken.

### DISCUSS/TAKE ACTION ON PROPOSED 2006 BUDGETS:

Steve presented the proposed revisions to the 2006 Recycling Budget. The Board had a brief discussion on the proposed budget revisions. Jerry Kosin requested that Steve do research on performing the MRF's office area cleaning using the MRF's staff working overtime one hour a day. The cleaning company that is currently performing the MRF office area cleaning is paid \$360.00 per month. Motion made by Paul Barkla to accept the 2006 budgets as presented, and to forward to the Finance Committee for approval, seconded by LeRoy Peterson. Motion carried.

## DISCUSS / TAKE ACTION ON 2005 BUDGETS:

Steve explained to the Board the operational status of some the MRF's older equipment; specifically, the 1992 recycling roll-off containers and the facility's container line in-feed conveyor belt. Based on recommendations by equipment industry experts, Steve recommends the following changes be made before year-end to the 2005 Recycling Budget's Capital Improvements line item: 1) Replace the belt on the container in-feed conveyor and if necessary, repair and replace the container line in-feed conveyor structure and drive components; and, 2) Purchase an additional two sets of roll off-containers. Steve stated that there are sufficient funds remaining in the Recycling Budget's Capital Improvements line item to cover these proposed repair and replacement costs. The proposed request will need to be approved by the Pierce County Personnel and Finance Committee. Motion by Paul Barkla to approve Steve's proposed changes to the 2005 Recycling Budget's Capital Equipment line item and to forward to the Pierce County Personnel and Finance Committee for their approval, seconded by Don Johnson. Motion carried.

## SUPERVISORS REPORT:

Dave Murphy distributed data summarizing the amount of non-recyclables being picked up by the MRF's staff at the City of Prescott recycling drop-off site.

## OTHER BUSINESS:

For informational purposes, Steve distributed information regarding the Pierce County Apartment Recycling Survey being conducted by the UW-River Falls Research Center. The Board also received a memo regarding Wisconsin possibly adopting a "bottle bill," which is a law that would require a minimum refundable deposit on beer, soft drinks, and other beverage containers.

## ADJOURNMENT:

Motion made by Paul Barkla to adjourn, seconded by Dale Hines. Motion carried. Meeting adjourned at 6:09 p.m.

**MINUTES OF PIERCE COUNTY SOLID WASTE MANAGEMENT BOARD**  
**Clean Sweep Safety Meeting and Event**  
**September 17, 2005**

PRESENT: Greg Engeset, Sandra Weix, Paul Barkla, Dale Hines, Jerry Kosin, and Bill Gilles - SWMB

OTHERS: Steve Melstrom, Dave Murphy, Harold Gipford Jr., Mike Metcalf, Matt Kelly, Curt Poquette, Mike Schommer, and Mike Schnieder - MRF Staff  
Larry & Myrna Larrabee - Citizen Volunteer  
Dave Lambrecht - ONYX  
Mike Pacholl & Gerry Pacholl - JR's Appliance

**CALL TO ORDER:**

The meeting was called to order by Chair, Greg Engeset, at 7:30 a.m.

Steve introduced Dave Lambrecht from ONYX and thanked everyone for coming in to help with the event.

Dave Lambrecht reviewed the safety rules and procedures for the day.

Everyone was assigned a workstation.

**ADJOURN:**

The Clean Sweep Safety meeting was adjourned at 7:45 a.m.

MINUTES OF PIERCE COUNTY SOLID WASTE MANAGEMENT BOARD  
October 12, 2005

PRESENT: Greg Engeset, Jerry Kosin, Bill Gilles, Sandra Weix, LeRoy Peterson, Don Johnson, Paul Barkla, Opal Darr, and Dale Hines

OTHERS: Steve Melstrom, S.W. Administrator, David Murphy, MRF Supervisor  
Ronald O. Anderson, Pierce County Board Chair

CALL TO ORDER:

The meeting was called to order by SWMB Chair, Greg Engeset, at 4:30 p.m.

NEXT MEETING DATES:

Wednesday, November 9, 2005 @ 4:30 pm

Wednesday, December 14, 2005 @ 4:30 pm

APPROVE MINUTES:

The Board reviewed the minutes of September 14, 2005 and September 17, 2005 (Clean Sweep). Motion made by Paul Barkla to approve both minutes, seconded by Dale Hines. Motion carried.

APPROVE VOUCHERS:

The Board reviewed the voucher list. Motion made by Jerry Kosin to approve the voucher list, seconded by Paul Barkla. Motion carried.

REVIEW 2005 BUDGETS:

Steve Melstrom reviewed with the Board the 2005 budgets. There was discussion on revenues and expenditures. No action needed.

DISCUSS / TAKE ACTION ON MRF OFFICE CLEANING OPTIONS:

Steve Melstrom informed the Board that Mathew Anderson, of Heartland Cleaning has given official notice that they will discontinue the MRF office cleaning effective October 31, 2005.

The Board discussed a variety of options for performing the MRF office area cleaning, i.e., contracting with another proposed private individual or the possibility of having the current MRF staff perform the cleaning. Motion made by Bill Gilles not to execute a new contract with another proposed private individual, seconded by Opal Darr. Motion carried.

DISCUSS SOLID WASTE DEPARTMENT FIVE-YEAR PLAN:

Steve reviewed with the Board the department's 5-year plan. Greg reminded the board that the 5-year plan is just a general outline for potential future expenses and are subject to

change.

SUPERVISORS REPORT:

David informed the Board of the current status with staffing.

OTHER BUSINESS:

None.

ADJOURNMENT:

Motion made by Paul Barkla to adjourn, seconded by Jerry Kosin. Motion carried. Meeting adjourned at 5:38 p.m.

**MINUTES OF PIERCE COUNTY SOLID WASTE MANAGEMENT BOARD**  
**November 9, 2005**

PRESENT: Greg Engeset, Jerry Kosin, Bill Gilles, Sandra Weix, LeRoy Peterson,  
Don Johnson,  
Paul Barkla, Opal Darr, and Dale Hines

OTHERS: Steve Melstrom, S.W. Administrator  
David Murphy, MRF Supervisor

CALL TO ORDER:

The meeting was called to order by SWMB Chair, Greg Engeset, at 4:30 p.m.

NEXT MEETING DATES:

Wednesday, December 14, 2005 @ 4:30 pm  
Wednesday, January 11, 2006 @ 4:30 pm

APPROVE MINUTES:

The Board reviewed the minutes of October 12, 2005. Motion made by Paul Barkla to approve the minutes, seconded by Don Johnson. Motion carried.

APPROVE VOUCHERS:

The Board reviewed the voucher list. Motion made by Jerry Kosin to approve the voucher list, seconded by Dale Hines. Motion carried.

DISCUSS BOWATER PAPER CONTRACT:

Steve presented a summary of the current Old Newspaper (ONP) contract with Bowater. Steve explained the number of tons of paper that Pierce County is obligated by contract to ship to Bowater, and how the monthly pricing is determined each month by the contract. The Board discussed renewing the contract for another 5-year term, and possible revisions to the language in the contract for determining the monthly obligated tons and pricing. The Board was very supportive of Bowater, and would like to continue the positive relationship between Pierce County and Bowater. Steve plans to pursue extending the paper contract with Bowater, and will work with Brad Lawrence, Pierce County Corporation Counsel, on reviewing the contract's language.

### DISCUSS OPTIONS FOR RECYCLING/REUSING MIXED GLASS:

Steve reviewed with the Board the number of tons of mixed glass processed and the costs for shipping the mixed glass in 2004, and January through October in 2005. The Board discussed a variety of options for recycling and reusing the mixed glass. Steve and David are planning to continue reviewing options for recycling or reusing the mixed glass being generated at the MRF. No action was taken.

### SUPERVISORS REPORT:

David reviewed a table with the Board that reflected the amount of tons that were delivered from the Pierce County roll-off sites in the month of October. The table included the amount of tons from each roll-off site for commingled fibers, commingled containers, and cardboard.

David stated that Paul's Industrial Garage (PIG) has been steadily improving in the amount of weight in materials that is in each container delivered to the MRF.

### OTHER BUSINESS:

None.

### ADJOURNMENT:

Motion made by Paul Barkla to adjourn, seconded by Jerry Kosin. Motion carried. Meeting adjourned at 5:30 p.m.

## MINUTES OF PIERCE COUNTY SOLID WASTE MANAGEMENT BOARD

December 14, 2005

PRESENT: Greg Engeset, Bill Gilles, LeRoy Peterson, Don Johnson, and Dale Hines

OTHERS: Steve Melstrom, S.W. Administrator  
David Murphy, MRF Supervisor

CALL TO ORDER:

The meeting was called to order by SWMB Chair, Greg Engeset, at 4:30 p.m.

### MULTI-FAMILY DWELLING SURVEY REPORT PRESENTATION:

Because of bad weather conditions, the UW-River Falls Representative could not attend the meeting. This agenda item will be placed on the SWMB Agenda for January, 11, 2006.

### NEXT MEETING DATES:

Wednesday, January 11, 2006 @ 4:30 pm

Wednesday, February 8, 2006 @ 4:30 pm

### APPROVE MINUTES:

The Board reviewed the minutes of November 9, 2005. Motion made by Don Johnson to approve the minutes, seconded by Bill Gilles. Motion carried.

### APPROVE VOUCHERS:

The Board reviewed the voucher list. Motion made by Bill Gilles to approve the voucher list, seconded by Dale Hines. Motion carried.

### DISCUSS 2005 BUDGETS:

The Board reviewed and discussed the 2005 budgets.

### 2005 FALL CLEAN SWEEP REPORT:

Steve reviewed the 2005 Fall Clean Sweep Report with the Board. The Fall Clean Sweep was successful.

DISCUSS/TAKE ACTION AUTHORIZATION TO AWARD BID FOR RECYCLING ROLL-OFF CONTAINERS AND PROPOSAL FOR REPAIRING /IMPROVING MRF CONTAINER LINE IN-FEED CONVEYOR:

Steve explained the time table for the recycling roll-off container bids and the proposal for repairing and improving the MRF's container line in-feed conveyor. Greg Engeset, SWMB Chair, has committed to overseeing the opening of the bids and proposals on Tuesday, December 27, 2005, at 2:00 p.m., along with Steve Melstrom, Solid Waste Administrator, and David Murphy, MRF Supervisor.

Because of the time constraints, Steve asked the Board to authorize a SWMB member to oversee the awarding of the bid for the roll-off containers and proposal for repairing the MRF container line in-feed conveyor on Thursday, December 29, 2005, at 4:30 p. m. Steve said Jerry Kosin and Opal Darr are available on December 29<sup>th</sup> to oversee the awarding of the bid for the roll-off containers and proposal for repairing the MRF container line in-feed conveyor.

Motion made by Dale Hines to authorize Jerry Kosin and/or Opal Darr for awarding the bid/proposal for the recycling roll-of containers and repairing the MRF container line in-feed conveyor on Thursday, December 29, 2005, at 4:30 p.m., seconded by Don Johnson. Motion carried.

DISCUSS/TAKE ACTION REQUEST TO CARRY OVER RECYCLING BUDGET FUNDS FROM 2005 TO 2006:

Steve requested that recycling budget funds be carried over from 2005 to 2006 for covering the cost of purchasing the recycling roll-off containers and repairing the MRF container line in-feed conveyor. Motion made by Bill Gilles to authorize/request carry over of recycling budget funds from 2005 to 2006, and to forward the request to the Finance/Personnel Committee for their approval, seconded by LeRoy Peterson. Motion carried.

SUPERVISORS REPORT:

David informed the Board of the high volume of recyclable materials generated at the Maiden Rock Village recycling drop-off site in November, 2005.

OTHER BUSINESS:

Steve briefed the Board on the status of the 2006 Bobcat RFP and the Bowater Paper Contract.

ADJOURNMENT:

Motion made by Bill Gilles to adjourn, seconded by Don Johnson. Motion carried. Meeting adjourned at 5:02 p.m.