

Daniel J. Miller
Solid Waste Manager
(715)536-9636
Fax: (715)536-6361
dmiller@co.lincoln.wi.us

**Lincoln County
Solid Waste Committee Meeting
Wednesday, October 26, 2016, at 5:30 p.m.
N4750 Landfill Lane – Merrill, WI 54452**

Mailing address: 801 N. Sales Street, Suite 201 – Merrill, WI 54452-1632

AGENDA

- 1) Call meeting to order
- 2) Minutes of previous meeting – September 21, 2016
- 3) Review vouchers
- 4) Waste tonnage and leachate report
- 5) Financial reports
- 6) Manager’s report – written report
- 7) Area B capping project update
- 8) Change Order Authorization – additional appropriation to construction documentation - TRC
- 9) Adjourn

Distribution:

Solid Waste Committee: Carl Vander Sanden, Mike Loka, Kortney Pike, Chris Heller and Brian Hafeman
Department Heads

News Media – Notified on _____ at _____ .m. by _____

Bulletin Boards:

Courthouse – Posted on _____ at _____ .m. by _____

Lincoln County Service Center – Posted on _____ at _____ .m. by _____

Tomahawk Annex – Posted on _____ at _____ .m. by _____

There may be a quorum of other Lincoln County Committees present at this meeting.
Requests for reasonable accommodations for disabilities or limitations should be made prior to the date of this meeting.
You may contact the County Clerk at 715-539-1019. Please do so as early as possible so that proper arrangements can be made. Requests are kept confidential.

GENERAL REQUIREMENTS:

1. Must be held in a location which is reasonably accessible to the public.
2. Must be open to all members of the public unless the law specifically provides otherwise.

NOTICE REQUIREMENTS:

1. In addition to any requirements set forth below, notice must also be in compliance with any other specific statute.
2. Chief presiding officer or his/her designee must give notice to the official newspaper and to any members of the news media likely to give notice to the public.

MANNER OF NOTICE:

Date, time, place, and subject matter, including subject matter to be considered in a closed session, must be provided in a manner and form reasonably likely to give notice to the public.

TIME FOR NOTICE:

1. Normally, a minimum of 24 hours prior to the commencement of the meeting.
2. No less than 2 hours prior to the meeting if the presiding officer establishes there is a good cause that such notice is impossible or impractical.

EXEMPTIONS FOR COMMITTEES AND SUB-UNITS:

Legally constituted sub-units of a parent governmental body may conduct a meeting during the recess or immediately after the lawful meeting to act or deliberate upon a subject which was the subject of the meeting, provided the presiding officer publicly announces the time, place, and subject matter of the sub-unit meeting in advance of the meeting of the parent governmental body.

PROCEDURE FOR GOING INTO CLOSED SESSION:

1. Motion must be made, seconded, and carried by roll call majority vote and recorded in the minutes.
2. If motion is carried, chief presiding officer must advise those attending the meeting of the nature of the business to be conducted in the closed session, and the specific statutory exemption under which the closed session is authorized.

STATUTORY EXEMPTIONS UNDER WHICH CLOSED SESSIONS ARE PERMITTED:

1. Deliberation of judicial or quasi-judicial matters. Sec. 19.85(1)(a)
2. Considering dismissal, demotion, or discipline of any public employee or the investigation of charges against such person and the taking of formal action on any such matter; provided that the person is given actual notice of any evidentiary hearing which may be held prior to final action being taken and of any meeting at which final action is taken. The person under consideration must be advised of his/her right that the evidentiary hearing be held in open session and the notice of the meeting must state the same. Sec. 19.85(1) (b).
3. Considering employment, promotion, compensation, or performance evaluation data of any public employee. Sec. 19.85(1) (c).
4. Considering strategy for crime detection or prevention. Sec. 19.85(1) (d).
5. Deliberating or negotiating the purchase of public properties, the investing of public funds, or conducting other specified public business whenever competitive or bargaining reasons require a closed session. Sec. 19.85(1) (e).
6. Considering financial, medical, social, or personal histories or disciplinary data of specific persons, preliminary consideration of specific personnel problems or the investigation of specific charges, which, if discussed in public would likely have an adverse effect on the reputation of the person referred to in such data. Sec. 19.85(1) (f).
7. Conferring with legal counsel concerning strategy to be adopted by the governmental body with respect to litigation in which it is or is likely to become involved. Sec. 19.85(1) (g).
8. Considering a request for advice from any applicable ethics board. Sec. 19.85(1) (h).

CLOSED SESSION RESTRICTIONS:

1. Must convene in open session before going into closed session.
2. May not convene in open session, then convene in closed session and thereafter reconvene in open session with twelve (12) hours unless proper notice of this sequence was given at the same time and in the same manner as the original open meeting.
3. Final approval or ratification of a collective bargaining agreement may not be given in closed session.

BALLOTS, VOTES, AND RECORDS:

1. Secret ballot is not permitted except for the election of officers of the body or unless otherwise permitted by specific statutes.
2. Except as permitted above, any member may require that the vote of each member be ascertained and recorded.
3. Motions and roll call votes must be preserved in the record and be available for public inspection.

USE OF RECORDING EQUIPMENT:

The meeting may be recorded, filmed, or photographed, provided that it does not interfere with the conduct of the meeting or the rights of the participants.

LEGAL INTERPRETATION:

1. The Wisconsin Attorney General will give advice concerning the applicability or clarification of the Open Meeting Law upon request.
2. The municipal attorney will give advice concerning the applicability or clarification of the Open Meeting Law upon request.

PENALTY:

Upon conviction, any member of a governmental body who knowingly attends a meeting held in violation of Subchapter IV, Chapter 19, Wisconsin Statutes, or who otherwise violates the said law shall be subject to forfeiture of not less than \$25.00 nor more than \$300.00 for each violation.

Lincoln County
Solid Waste Committee Meeting
Wednesday, September 21, 2016
Landfill Office, N4750 Landfill Ln, Merrill, WI

1. **Meeting called to order at 5:30 p.m.** by Committee Chairman Vander Sanden.
Members present: Vander Sanden, Hafeman, Pike, Loka and Heller. Dan Miller, Landfill Manager, was also present.
2. **Minutes of August 17, 2016** were approved as printed by M/S – Loka /Hafeman; all ayes.
3. **Review Vouchers** – August, 2016 vouchers were made available and reviewed by Committee members; to be placed on file.
4. **Waste tonnage and leachate reports** – Miller explained the report components and reviewed the waste volume and leachate reports for the Committee. Garbage volume is off about 19% from major haulers (improved 3 points from last month) and down 16% as a component of all waste categories over the same period last year (improved 2 points from last month). Miller pointed out the 24% increase in c-soil volumes and 10% increase in roofing.

Leachate production is trending upwards now in the year to year comparison with 295,777 more gallons produced for the year to date than the previous year and 505,477 more gallons brought to the treatment plants. This equates to an increased expense of about \$18K in hauling and treatment costs from the previous year. The wet weather has been a yearlong trend. The reports to be placed on file.

5. **Financial Reports** – Miller went through Statement of Operations and Cash Flow Statements for the month of August and Year to Date for 2016. We invoiced \$129,033 in August and \$975,615 for year to date and expensed \$37,288 for the month and \$704,909 year to date. The capping project is spending down the non-reserved balance which stands at \$2.32 million to use for capital expenses and the reserved balance stands at \$4.62 million for closure and long term care. The reports to be placed on file.
6. **Manager's report** – Miller highlighted the activities he has been involved with since the August meeting from his written report. M/S - Vander Sanden/Heller to accept the Manger's Report and to place it on file. Motion carried; all ayes.
7. **Area B capping project update** – Miller provided a pictorial tour of the progress made with the project since last month. He explained causes for some delays and the response to his request for more resources. M/S – Loka/Pike to place report on file. Motion carried; all ayes.
8. **Update on assignment of Closure and Long Term Care Trusts management** – Miller explained that he and Dan Leydet had phone conferences with two local banks and

correspondence with a third. They recommend assignment to US Bank. Doing so will lower the fees by 5 basis points over our current management fee structure, thus saving about \$2,400 annually in costs based upon current fund balances. Leydet plans to bring a resolution authorizing US Bank as a public depository to the next County Board meeting. M/S – Vander Sanden/Pike to support assignment of the accounts to US Bank. Motion carried; all ayes.

9. Adjourn - at 5:50 p.m. by M/S –Hafeman/Pike. Motion carried; all ayes.

Minutes prepared by Dan Miller, Solid Waste Manager

TONNAGE

	10/1/14 - 9/30/15	10/1/15 - 9/30/16	INC/DEC	PERCENTAGE
Cleanwood	75	58	-16.50	-22.10%
Contaminated soil	4,594	3,706	-888.04	-19.33%
** Fly Ash & Bottom Ash	28,464	5,236	-23228.15	-81.61%
Garbage	24,460	21,794	-2665.76	-10.90%
Roofing	1,821	1,990	169.61	9.32%

** July through September 2015 there was 24,406.31 tons of Bottom Ash brought to the Landfill.

GARBAGE TONNAGE REPORT

CUSTOMER	TONS 10/1/14 - 9/30/15	TONS 10/1/15 - 9/30/16	INC/DEC	PERCENTAGE INC/DEC
Cash	2364.18	2549.61	185.43	7.84%
Advanced Disposal	6727.12	214.32	-6512.80	-96.81%
B & B Container	0.00	3149.40	3149.40	0.00%
Baumgart	7968.60	7968.47	-0.13	0.00%
City of Merrill	1879.50	1926.76	47.26	2.51%
City of Tomahawk	774.63	804.56	29.93	3.86%
DC Disposal	1291.48	1132.73	-158.75	-12.29%
Eagle Waste	575.65	663.42	87.77	15.25%
Harley	313.19	165.40	-147.79	-47.19%
Schulz's	150.58	102.36	-48.22	-32.02%
Town of Bradley	420.63	412.88	-7.75	-1.84%
Waste Management	339.87	475.84	135.97	40.01%
	22805.43	19565.75	-3239.68	-14.21%

LEACHATE OCTOBER 2014 - SEPTEMBER 2015

MONTH	MERRILL PCA	RECIR Bottom PH3 Mod 1 E	RECIR PH 3 Mod 2	RECIR PH 4	TOTAL RECIRCULATED	TOTAL GALLONS
October (2014)	624,350	3,100	117,800	0	120,900	789,780
November	0	6,300	86,000	0	92,300	387,432
December	209,694	5,300	84,400	0	89,700	553,821
January (2015)	54,312	4,200	81,600	0	85,800	200,412
February	36,571	6,300	71,700	0	78,000	139,233
March	89,676	11,400	83,500	0	94,900	245,010
April	123,688	14,250	23,400	91,050	128,700	334,798
May	28,990	12,400	0	105,900	118,300	280,166
June	0	5,500	0	76,400	81,900	442,392
July	79,180	16,300	0	73,400	89,700	294,379
August	73,264	15,100	0	85,000	100,100	283,393
September	97,811	11,700	0	74,100	85,800	312,059
Total Gallons	1,417,536	111,850	548,400	505,850	1,166,100	4,262,873

LEACHATE OCTOBER 2015 - SEPTEMBER 2016

MONTH	MERRILL PCA	RECIR Bottom PH3 Mod 1 E	RECIR PH 3 Mod 2	RECIR PH 4	TOTAL RECIRCULATED	TOTAL GALLONS
October (2015)	74,557	17,800	0	66,100	83,900	294,459
November	161,338	8,100	0	34,800	42,900	430,617
December	172,230	7,900	0	36,600	44,500	474,131
January (2016)	111,264	6,300	0	53,500	59,800	337,073
February	73,909	8,700	0	82,300	91,000	268,729
March	184,475	7,600	0	64,900	72,500	532,653
April	195,374	6,100	0	79,900	86,000	573,739
May	61,235	6,900	0	110,100	117,000	270,326
June	233,005	0	87,100	22,100	109,200	692,344
July	73,410	0	93,600	0	93,600	277,614
August	171,043	0	96,200	0	96,200	524,934
September	49,990	0	80,600	0	80,600	309,252
Total Gallons	1,561,830	69,400	357,500	550,300	977,200	4,985,872

**Lincoln County Solid Waste
Statement of Operations - September 2016**

	Sep-16	YTD 2016	Budget for 2016	% of Budget available
Operating Revenues				
Total Public Charges for Services	\$ 119,654.88	\$ 1,010,378.37	1,822,122	44.55%
Total Intergovernmental Charges for Services	10,260.20	92,198.33	180,000	48.78%
Miscellaneous Revenues		2,954.14	15,000	80.31%
Total Operating Revenues	\$ 129,915.08	\$ 1,105,530.84	2,017,122	45.19%
Operating Expenses				
Salaries/Fringes	\$ 36,071.08	\$ 236,955.58	326,622	27.45%
Committee Per Diem	209.23	1,423.00	1,000	0.00%
Auditing Services			3,000	100.00%
Bank Fees		4,395.94	9,000	51.16%
Engineering Expenses		54,203.06	75,000	27.73%
Leachate Management		83,099.84	100,000	16.90%
Groundwater Treatment	99.00	10,397.80	15,000	30.68%
Clay Testing			1,000	100.00%
Hazardous Waste Disposal			1,000	100.00%
Hazardous Waste Reimb Cost		321.18	1,000	67.88%
Safety Program		400.93	250	0.00%
Site Maintenance		33,273.13	20,000	0.00%
Utilities Services	364.55	5,193.70	9,000	42.29%
Scale Maintenance		115.00	2,000	94.25%
Equipment Maintenance	12.95	40,083.43	25,000	0.00%
Insurance			18,000	100.00%
Telephone	27.69	257.99	500	48.40%
Printing Allocation		638.45	1,000	36.16%
Travel/Training		127.98	2,000	93.60%
Committee Travel		-	200	100.00%
Regulatory Fees		228,618.83	400,000	42.85%
Office Supplies		8,153.93	1,500	0.00%
Postage		262.91	500	47.42%
Janitorial Supply		2,126.41	2,800	24.06%
Fuel	39.00	16,389.09	45,000	63.58%
Publications		28.00	250	88.80%
Miscellaneous Expense		422.00	1,000	57.80%
Cash Over/Under	3.00	(7.00)	0	0.00%
Bio Pile Expense		5,025.00	4,000	0.00%
Transfer out - Tractor Purchase from Maint		8,000.00	0	0.00%
Recyclables Miscellaneous Expense	1,129.50	14,536.21	10,500	0.00%
Subtotal of Operating Expenses	37,956.00	754,442.39	1,076,122	29.89%
Net Operating Income (Loss)				
Excluding Non-Cash Items	91,959.08	351,088.45		
Non-Cash Operating Expenses				
Depreciation*	6,250.00	56,250.00	75,000	25.00%
Depletion*	34,562.50	311,062.50	414,750	25.00%
Future Closure/LTC*	25,854.17	232,687.50	310,250	25.00%
Total Non-Cash Operating Expenses	\$ 66,666.67	\$ 600,000.00	\$ 800,000.00	25.00%
Total Operating Income (Loss)	25,292.41	(248,911.55)		
Nonoperating Revenues/Expenses				
Investment Interest	4,891.65	67,914.82	59,000	
Non-Operating transfer Out	(16,666.67)	(150,000.00)	(200,000)	
Total Nonoperating Revenues/Expenses	\$ (11,775.02)	\$ (82,085.18)	\$ (141,000.00)	
Net Income (Loss)		\$ (330,996.73)		

**Lincoln County Solid Waste
Cash Flow Statement For 2016
Including Year To Date Totals**

Cash Flow From Operating Activities	September-16	YTD Totals
From public entities	\$ 115,042.31	\$ 1,141,709.07
From other Governmental Agencies	11,104.18	124,503.69
From other County Departments		136.17
To employees for compensation and fringe benefits	(36,280.31)	(246,691.71)
To vendors for goods and services	(17,249.82)	(730,897.56)
Net cash provided by (used in) operating activities	\$ 72,616.36	\$ 288,759.66

Cash Flow from Capital and related financing activities		
Acquisition of Capital Assets		
Equipment		
Machinery & Equip		(6,854.00)
Investments		
Additional deposit required by DNR		(44,956.00)
WIP Landfill	(394,084.96)	(704,336.39)
Siting Agreement Payment		
Town of Merrill		(16,666.00)
Net cash used for capital and related financing activities	(394,084.96)	(772,812.39)

Increase (Decrease) in cash and cash equivalents	\$ (484,052.73)
Non-Reserved Cash Balance (1/1/16)	2,482,882.17
Non-Reserved Cash Balance as of 9/30/2016	\$ 1,998,829.44

*Reserved Cash Balance (1/1/16)			
Long Term Care Investments	\$	2,593,272.67	
Closure Investments		1,917,298.84	
Total (1/1/16)	\$	4,510,571.51	
Additional Investment Deposit		44,956.00	
Interest Received		66,464.58	
Total Reserved Cash (9/30/2016)			\$ 4,621,992.09
Total Cash for Lincoln County Solid Waste (9/30/2016)			\$ 6,620,821.53

*Reserved Cash is held in a trust account at Marshall & Ilsley Trust Company by the Wisconsin Department of Natural Resources.



708 Heartland Trail
Suite 3000
Madison, WI 53717

608.826.3600 PHONE
608.826.3941 FAX

www.TRCSolutions.com

October 17, 2016

Mr. Dan Miller
Manager
Lincoln County Solid Waste Department
801 N. Sales Street, Suite 201
Merrill, WI 54452-1632

Subject: Change Order for Construction Engineering Services
Lincoln County Sanitary Landfill (LCSL)
TRC Project No. 248563.0000

Dear Dan:

This letter presents a change order for additional engineering and construction quality assurance services that were required for the final cover construction of Area B. The additional services required were associated with delays relative to factors that included weather, materials delivery, and construction equipment availability. Approximately four-weeks of additional field services were required versus the ten-weeks that were originally assumed.

To accept this change order, please sign and return one copy of the attached Change Order form. We look forward to assisting Lincoln County with this project.

Sincerely,

TRC Environmental Corporation

Curtis D. Madsen, P.E.

Project Manager

Attachment: Change Order



CHANGE ORDER

TRC Environmental Corporation
 708 Heartland Trail, Suite 3000
 Madison, WI 53717
 Tel. (608) 826-3600 • Fax (608) 826-3941

Date: October 17, 2016	TRC Client Number:
To: Mr. Dan Miller Lincoln County Solid Waste Department ("Client") 801 N. Sales Street, Suite 201 Merrill, WI 54452-1632	Client Contract Number:
Project Name: Construction Engineering Services for the Lincoln County Sanitary Landfill	
Facility Location: Merrill, Wisconsin	
TRC Project Number: 248563.xxxx	Change Order Number: 1

This document will become a supplement to the Work Authorization dated January 22, 2016. The Project Number is 248563.0000.

Schedule For This Change Order:

Approximate Start Date: September 1, 2016
 Approximate Completion Date: December 31, 2016

The impact of this Change Order on the time schedule for total project completion will be:

decrease days increase 45 days no change

Description of Changes

DESCRIPTION OF CHANGES	REASON FOR CHANGE	CHANGE IN CONTRACT PRICE ESTIMATED COST
Provide additional construction engineering quality assurance services.	Schedule impacts associated with weather, materials delivery, and construction equipment availability.	\$36,000
Total Net Change in Contract Price		\$36,000

Contract Pricing

DESCRIPTION	AMOUNT (\$)
Original Work Authorization	\$162,200
Net Change from Previously Authorized Change Orders	\$0
Total Contract Price Prior to this Change Order	\$162,200
Net Increase for this Change Order	\$36,000
New Contract Price with all Approved Change Orders	\$198,200



CHANGE ORDER

Project Managers:

TRC
Curt Madsen

Lincoln County Solid Waste Department
Dan Miller

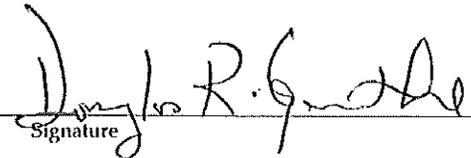
Acceptance:

Authorization for TRC to commence work included in the changes hereunder constitutes acceptance of this Change Order. Acceptance can be made by signing in the place provided below or by receipt of written authorization from Client to TRC to commence work. Acceptance is limited to the terms stated herein, and any additional or different terms are rejected unless expressly agreed to in writing by TRC.

APPROVED AND ACCEPTED AS OF THE DATE SHOWN BELOW:

TRC Environmental Corporation

Lincoln County Solid Waste Department

By: 
Signature

By: _____
Signature

Douglas R. Genthe
Printed Name

Dan Miller
Printed Name

Geotechnical & Solid Waste Management Unit
Leader
Title

Solid Waste Manager
Title

10/17/2016
Date

Date