

Keith Cohrs  
Solid Waste Manager  
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**Lincoln County  
Solid Waste Committee Meeting  
Thursday, June 22, 2023 5PM**

**Meeting Location: Room 247/248 Government Services Center 801 N. Sales St., Merrill, WI 54452**

**Conference Call: tel:+ 1-413-338-0745**

**Access Code: 356 755 728#**

**Meet ID: <https://meet.google.com/abs-uskk-qcg>**

**Teleconference Attendance:** Persons wishing to attend the meeting by phone may call into the telephone conference beginning ten minutes prior to the start time indicated above using the number above. The teleconference cannot start until Keith Cohrs dials in and enters the host password. All public participants' phones, microphones and chat dialog boxes will be muted or disabled during the meeting. In the event there is an unforeseen technical difficulty that prevents all or a part of the meeting from being available electronically, the meeting will continue in person and those wishing to attend can appear in person at the location indicated in this agenda.

**AGENDA**

- 1) Call meeting to order – Chairman Hafeman
- 2) Approval of minutes from May 25, 2023 meeting
- 3) Approval of Manager's time sheets, May 15, 2023, through June 11, 2023
- 4) Waste tonnage and leachate reports
- 5) Financial report – May 2023
- 6) Application for Account – Trailer Trash Dumpsters LLC
- 7) Manager's report – written report
- 8) Set next meeting date
- 9) Adjourn

Distribution: Solid Waste Committee - Mike Loka, Julie Allen, Elizabeth McCrank, Don Wendorf and Brian Hafeman. Department Heads

News Media – Notified on \_\_\_\_\_ at \_\_\_\_\_ .m. by \_\_\_\_\_

Bulletin Boards:

Lincoln County Service Center – Posted on \_\_\_\_\_ at \_\_\_\_\_ .m. by \_\_\_\_\_

While it is possible there may be a quorum of other committees present at this meeting, no other committee business will be conducted 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 Minutes  
Thursday, May 25, 2023 5PM**

**Meeting Location: Room 255/257/260 Government Services Center 801 N. Sales St.,  
Merrill, WI 54452**

**Members Present:** Mike Loka, Elizabeth McCrank, Don Wendorf

**Members Remote:** Julie Allen

**Visitors:** Keith Cohrs

- 1) **Call meeting to order** – 5:08 PM – Vice Chair Loka
- 2) **Approval of minutes from April 27, 2023 meeting** M/S: McCrank/Wendorf: to approve Minutes; - Motion Carried; all ayes.
- 3) **Approval of Manager's time sheets**, April 27, 2023, through May 14, 2023; M/S: Loka/McCrank to approve; - Motion Carried; all ayes.
- 4) **Waste tonnage and leachate reports.** – Discussion regarding each; Vice Chair Loka Directed the reports be placed on file.
- 5) **Financial report – April 2023;** Vice Chair Loka directed them to be placed on file.
- 6) **2024 Budget Projection** – Discussion on several items; Committee would like to see total % change..M/S: McCrank/Wendorf to approve projection; - Motion Carried; all ayes.
- 7) **Tipping Fee Agreement** – Howard Disposal LLC; M/S: Loka/Wendorf to Approve agreement; Motion Carried; all ayes.
- 8) **Capital Improvement Project (CIP)** - requests for shop heater and mower brush. Discussion; Brush should come out of budget, M/S: Loka/Allen: forward heater request to Finance; - Motion Carried; all ayes. M/S: McCrank/Loka: approve CIP for heater and purchase brush; Motion Carried; all ayes.
- 9) **Manager's report** – written report - Discussion: RFP for intermediate cover to be sent to previously prequalified bidders. Vice Chairman Loka directed the report be placed on file.
- 10) **Set next meeting date:** June 22, 2023 5PM
- 11) **Adjourn** M/S: McCrank/Allen to adjourn - Motion Carried; all ayes. 5:30 PM

Minutes prepared by Keith Cohrs – Solid Waste Manager

Lincoln County Employee Timesheet

Name: Keith Cohrs

Department: Solid Waste

Pay Period:

Employee Number: 8151

Representative Status: Nonrepresented

FLSA Status: Exempt

From: 5/15/2023

To: 5/28/2023

5/15	5/16	5/17	5/18	5/19	5/20	5/21	5/22	5/23	5/24	5/25	5/26	5/27	5/28	Hours	Pay Category	FMLA Hrs
Mon	Tue	Wed	Thur	Fri	Sat	Sun	Mon	Tue	Wed	Thur	Fri	Sat	Sun			
8.25	8.25	8.25	8.25	8.25			8.25	8.25	8.25	8.25	8.25			82.5	Regular: Solid Waste	60000053.511000
														0	Vacation:	
														0	Holiday:	
														0	Paid Sick Allowance:	
														0	Paid Funeral Leave:	
														0	Worker's Compensation:	
8	8	8	8	8	0	0	8	8	8	8	8	0	0	80	<b>TOTAL HOURS PAID</b>	
														0		
														0		
8.25	8.25	8.25	8.25	8.25	0	0	8.25	8.25	8.25	8.25	8.25	0	0	82.5	<b>TOTAL HOURS REPORTED</b>	

I certify that the foregoing is true and correct.

Employee signature

Supervisor signature

Mandatory for all employees

GRANT ALLOWABLE EXPENDITURES

GRANT NAME/PROJECT: \_\_\_\_\_  
 GRANT NAME/PROJECT: \_\_\_\_\_  
 GRANT NAME/PROJECT: \_\_\_\_\_  
 GRANT NAME/PROJECT: \_\_\_\_\_  
 GRANT NAME/PROJECT: \_\_\_\_\_

COMPLETED BY: \_\_\_\_\_

APPROVED BY: \_\_\_\_\_

Lincoln County Employee Timesheet

Name: Keith Cohrs		Department: Solid Waste					Pay Period:										
Employee Number: 8151																	
Representative Status: Nonrepresented																	
FLSA Status: Exempt							From: 5/29/2023		To: 6/11/2023								
5/29	5/30	5/31	6/1	6/2	6/3	6/4	6/5	6/6	6/7	6/8	6/9	6/10	6/11			FMLA	
Mon	Tue	Wed	Thur	Fri	Sat	Sun	Mon	Tue	Wed	Thur	Fri	Sat	Sun	Hours	Pay Category	FMLA Hrs	
	8.25	8.25	8.25	8.25			8.25	8.25	8.25	6.75	8.25			72.75	Regular: Solid Waste		60000053.511000
														0	Vacation:		
8														8	Holiday:		
														0	Paid Sick Allowance:		
														0	Paid Funeral Leave:		
														0	Worker's Compensation:		
8	8	8	8	8	0	0	8	8	8	8	8	0	0	80	<b>TOTAL HOURS PAID</b>		
														0			
														0			
8	8.25	8.25	8.25	8.25	0	0	8.25	8.25	8.25	6.75	8.25	0	0	80.75	<b>TOTAL HOURS REPORTED</b>		

I certify that the foregoing is true and correct.



\_\_\_\_\_  
Employee signature

\_\_\_\_\_  
Supervisor signature

Mandatory for all employees

**GRANT ALLOWABLE EXPENDITURES**

GRANT NAME/PROJECT: \_\_\_\_\_  
 GRANT NAME/PROJECT: \_\_\_\_\_  
 GRANT NAME/PROJECT: \_\_\_\_\_  
 GRANT NAME/PROJECT: \_\_\_\_\_  
 GRANT NAME/PROJECT: \_\_\_\_\_

COMPLETED BY: \_\_\_\_\_

APPROVED BY: \_\_\_\_\_

## TONNAGE

	6/1/21 - 5/31/22	6/1/22 - 5/31/23	INC/DEC	PERCENTAGE
Cleanwood	111.58	92.09	-19.49	-17.47%
Contaminated soil	3,726.72	652.35	-3,074.37	-82.50%
Garbage	29,913.67	36,746.28	6,832.61	22.84%
Roofing	845.53	594.63	-250.90	-29.67%

**GARBAGE TONNAGE REPORT**

<b>CUSTOMER</b>	<b>TONS 6/1/21 - 5/31/22</b>	<b>TONS 6/1/22 - 5/31/23</b>	<b>INC/DEC</b>	<b>PERCENTAGE INC/DEC</b>
Cash	3,477.71	3,658.17	180.46	5.19%
B & B Container	6,623.48	6,416.32	-207.16	-3.13%
Baumgart	8,852.07	8,420.49	-431.58	-4.88%
City of Merrill	1,971.95	2,335.94	363.99	18.46%
City of Tomahawk	873.00	879.98	6.98	0.80%
DC Disposal	476.78	700.01	223.23	46.82%
Republic Services	701.28	610.40	-90.88	-12.96%
Harley-Davidson Motor Co.	288.93	280.86	-8.07	-2.79%
Town of Bradley	406.92	410.12	3.20	0.79%
Waste Management	1,747.82	7,942.79	6,194.97	354.44%
	25,419.94	31,655.08	6,235.14	24.53%

**LEACHATE JUNE 2021 - MAY 2022**

<b>MONTH</b>	<b>PCA</b>	<b>RECIR PH 4 Mod 1A</b>	<b>RECIR PH 4 MOD 1B</b>	<b>TOTAL RECIRCULATED</b>	<b>TOTAL GALLONS</b>
June (2021)	319,317	0	139,100	139,100	458,417
July	268,638	0	106,600	106,600	375,238
August	407,717	0	111,800	111,800	519,517
September	453,074	50,100	49,400	99,500	552,574
October	102,307	19,900	81,300	101,200	203,507
November	70,791	15,500	95,000	110,500	181,291
December	70,460	9,000	103,200	112,200	182,660
January (2022)	132,233	5,900	118,900	124,800	257,033
February	35,938	5,250	99,400	104,650	140,588
March	215,254	0	97,500	97,500	312,754
April	524,403	0	58,500	58,500	582,903
May	598,305	0	154,800	154,800	753,105
<b>Total Gallons</b>	<b>3,198,436</b>	<b>105,650</b>	<b>1,215,500</b>	<b>1,321,150</b>	<b>4,519,586</b>



**LEACHATE JUNE 2022 - MAY 2023**

<b>MONTH</b>	<b>PCA</b>	<b>MEDFORD</b>	<b>RECIR PH 4 MOD 1B RECIRCULATED</b>	<b>TOTAL</b>	<b>TOTAL GALLONS</b>
June (2022)	89,990	0	167,100	167,100	257,090
July	59,681	0	195,000	195,000	254,681
August	325,906	0	202,100	202,100	528,006
September	131,408	0	193,300	193,300	324,708
October	73,031	0	153,400	153,400	226,431
November	252,585	0	132,600	132,600	385,185
December	0	0	103,000	103,000	103,000
January (2023)	0	0	124,800	124,800	124,800
February	50,820	0	115,700	115,700	166,520
March	391,187	0	115,700	115,700	506,887
April	518,633	6,175	74,100	74,100	598,908
May	468,436	56,209	175,800	175,800	700,445
<b>Total Gallons</b>	<b>2,361,678</b>	<b>62,384</b>	<b>1,752,600</b>	<b>1,752,600</b>	<b>4,176,662</b>

**Lincoln County Solid Waste  
Statement of Operations - May 2023**

	May-23	YTD 2023	Budget for 2023	% of Budget Received
<b>Operating Revenues</b>				
Total Public Charges for Services	\$ 188,493.33	\$ 676,160.99	1,595,000	42.39%
Total Intergovernmental Charges for Services	16,064.72	78,837.83	130,000	60.64%
Miscellaneous Revenues	6,186.39	7,242.39	10,000	72.42%
<b>Total Operating Revenues</b>	<b>\$ 210,744.44</b>	<b>\$ 762,241.21</b>	<b>1,735,000</b>	<b>43.93%</b>
<b>Operating Expenses</b>				
Salaries/Fringes	\$ 29,062.52	\$ 137,885.16	407,155	66.13%
Committee Per Diem	110.24	360.85	1,600	77.45%
Auditing Services			3,500	100.00%
Bank Fees		1,895.86	8,300	77.16%
Engineering Expenses	2,861.94	26,175.42	60,000	56.37%
Leachate Management	2,139.91	34,197.69	100,000	65.80%
Groundwater Treatment		-	19,000	100.00%
Clay Testing		260.00	250	0.00%
Hazardous Waste Disposal			500	100.00%
Hazardous Waste Reimb Cost	58.00	155.40	1,000	84.46%
Safety Program		386.70	2,500	84.53%
Site Maintenance		2,539.38	15,000	83.07%
Utilities Services	484.37	4,087.69	8,000	48.90%
Scale Maintenance		2,740.00	1,700	0.00%
Equipment Maintenance		10,030.06	50,000	79.94%
Insurance		9,387.61	16,000	41.33%
Telephone	21.93	115.78	400	71.06%
Printing Allocation	50.07	136.37	1,000	86.36%
Travel/Training	11.14	787.98	1,500	47.47%
Committee Travel			200	100.00%
Regulatory Fees	207,311.45	260,131.86	450,000	42.19%
Hiring Costs			500	100.00%
Office Supplies		112.56	1,800	93.75%
Postage		338.45	650	47.93%
Janitorial Supply	119.82	967.28	4,000	75.82%
Fuel	4,572.22	19,370.50	50,000	61.26%
Publications			200	100.00%
Miscellaneous Expense		290.00	1,200	75.83%
Over/Short	(19.00)	(19.00)	0	100.00%
Bio Pile Expense		1,500.00	6,000	75.00%
Recyclables Miscellaneous Expense	1,778.74	2,625.17	30,000	91.25%
<b>Subtotal of Operating Expenses</b>	<b>248,563.35</b>	<b>516,458.77</b>	<b>1,241,955</b>	<b>58.42%</b>
<b>Net Operating Income (Loss)</b>				
Excluding Non-Cash Items	(37,818.91)	245,782.44		
<b>Non-Cash Operating Expenses</b>				
Depreciation*	2,916.67	14,583.33	35,000	58.33%
Depletion*	41,666.67	208,333.33	500,000	58.33%
Future Closure/LTC*	8,333.33	41,666.67	100,000	58.33%
<b>Total Non-Cash Operating Expenses</b>	<b>\$ 52,916.67</b>	<b>\$ 264,583.33</b>	<b>\$ 635,000.00</b>	<b>58.33%</b>
<b>Total Operating Income (Loss)</b>	<b>(90,735.58)</b>	<b>(18,800.89)</b>		
<b>Nonoperating Revenues/Expenses</b>				
Investment Interest	(20,148.90)	100,201.87	115,000	87.13%
Non-Operating transfer Out	(16,666.67)	(83,333.33)	(200,000)	58.33%
<b>Total Nonoperating Revenues/Expenses</b>	<b>\$ (36,815.57)</b>	<b>\$ 16,868.54</b>	<b>\$ (85,000.00)</b>	
<b>Net Income (Loss)</b>		<b>\$ (1,932.36)</b>		

**Lincoln County Solid Waste  
Cash Flow Statement For 2023  
Including Year To Date Totals**

<b>Cash Flow From Operating Activities</b>	<b>May-23</b>	<b>YTD Totals</b>
From public entities	\$ 154,044.87	\$ 610,728.05
From other Governmental Agencies	11,968.66	74,701.92
From other County Departments	93.00	93.00
To employees for compensation and fringe benefits	(29,172.76)	(143,940.87)
To vendors for goods and services	(239,144.10)	(408,514.93)
Net cash provided by (used in) operating activities	\$ (102,210.33)	\$ 133,067.17

**Cash Flow from Capital and related financing activities**

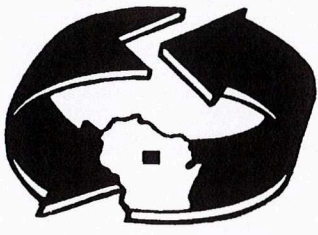
Acquisition of Capital Assets		
Equipment		
Machinery & Equip		
Investments		
Additional deposit required by DNR		
WIP Landfill		
Siting Agreement Payment	Town of Merrill	(16,666.00)
Heineman Road Maintenance	Town of Schley	(5,370.83)
Net cash used for capital and related financing activities	(16,666.00)	(22,036.83)

Increase (Decrease) in cash and cash equivalents	\$ 111,030.34
Non-Reserved Cash Balance (1/1/23)	197,936.76
Non-Reserved Cash Balance as of 5/31/2023	\$ 308,967.10

<b>*Reserved Cash Balance (1/1/23)</b>		
Long Term Care Investments	\$ 3,059,755.57	
Closure Investments	2,027,653.01	
Total (1/1/23)	\$ 5,087,408.58	
Additional Investment Deposit		
Interest Received	89,458.95	
<b>Total Reserved Cash (5/31/2023)</b>		\$ 5,176,867.53

<b>Total Cash for Lincoln County Solid Waste (5/31/2023)</b>	\$ 5,485,834.63
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\*Reserved Cash is held in a trust account at US Bank by the Wisconsin Department of Natural Resources.



Keith Cohrs  
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## LINCOLN COUNTY

Solid Waste Department

N4750 Landfill Lane - Merrill, WI 54452-2577

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

June 22, 2023

**Manager's Report to Solid Waste Committee** - The following summarizes activities of the Manager since the May 25, 2023 meeting.

**TRC** – Working with engineering firm preparing RFP for Intermediate cover.

**Building Maintenance** - Shop furnace ordered, maintenance to replace drinking fountain and working on replacing drive up window.

**DNR** – June 21, Compliance Inspection

### **Future Activities – capital expenditures; general timeline for planning purposes**

- |  |                       |
|--|-----------------------|
| • RFP for Intermediate Cover of Phase 4 2A, Phase 4 1B | Summer 2023           |
| • Place and Seed Intermediate Cover                    | Summer 2023           |
| • Replace CAT IT28G Loader                             | 2024                  |
| • Clay and fine grained capping soil haul              | Mine and place '25    |
| • Excavation of Phase 4 mod 2b                         | summer of '24         |
| • Move western perimeter access road                   | summer of '24         |
| • Intermediate cover over Phase 3 mod 2                | summer of '24         |
| • Phase 4 mod 2b liner and components                  | summer of '25         |
| • Reconstruct lower half of eastern perimeter ditch    | summer of 2024 or '25 |
| • Install gas wells and collection lines               | summer of '26         |
| • Install final cap area C                             | summer of 2026 or '27 |