

Keith Cohrs Solid Waste Manager (715)536-9636 Fax: (715)536-6361 keith.cohrs@co.lincoln.wi.us

# Lincoln County Solid Waste Committee Meeting Thursday, August 24, 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) Election of Committee Vice Chairman
- 3) Approval of minutes from July 27, 2023 meeting
- 4) Approval of Manager's time sheets, July 10, 2023, through August 6, 2023
- 5) Renew Environmental Liability Policy
- 6) Request/Approval Service Window Replacement
- 7) Waste tonnage and leachate reports
- 8) Financial report July 2023
- 9) Manager's report written report
- 10) Set next meeting date
- 11) Adjourn

Distribution: Solid Waste Committee - Julie Allen, Brian Hafeman, Elizabeth McCrank, Dana Miller, and Don Wendorf. 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 statue.
- 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.
- 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.
- May not convene in open session, then convene in closed session and thereafter reconvene in open session with twelve (12) hours <u>unless</u> 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, July 27, 2023 5PM Meeting Location: Room 247/248 Government Services Center 801 N. Sales St., Merrill, WI 54452

Members Present:Julie Allen, Elizabeth McCrank, Don WendorfMembers Absent:Brian HafemanVisitor:Renee KruegerLandfill Manager:Keith Cohrs

- 1) Call meeting to order 5:00 PM Secretary Allen
- 2) Approval of minutes from June 22, 2023 meeting M/S: McCrank/Wendorf: to approve Minutes; Motion Carried; all ayes.
- **3)** Approval of Manager's time sheets, June 12, 2023, through July 9, 2023; M/S: Wendorf/McCrank: to approve; Motion Carried; all ayes.
- 4) Closed session: M/S: McCrank/Wendorf to do a Roll Call Vote to go into Closed Session with Renee Krueger and Keith Cohrs remaining present.— All Ayes. Pursuant to Sec. 19.85 (1)(c) Wis. Statute, for the purpose of Annual Performance Evaluation of the Solid Waste Manager
- 5) Reconvene into open session M/S: McCrank/Wendorf to do a Roll Call Vote to go back to Open Session All Ayes.
- 6) CIP Request/Approval 2023 Construction and Schedule; Discussion regarding increase and proper procedure for request. M/S: McCrank/Wendorf: to amend CIP Request adding \$190,000 and approve; Motion Carried; All Ayes
- 7) RFP 2023 Construction activity Bid Selection /Award Discussion regarding bids; M/S: McCrank/Wendorf: To award bid to the low bidder – Riverview Construction. Motion Carried; All Ayes
- 8) Waste tonnage and leachate reports. Discussion regarding each; Secretary Allen Directed the reports to be placed on file.
- 9) Tipping Fee Agreement Trailer Trash Dumpsters M/S: Wendorf/McCrank; to approve application; Motion Carried; all ayes.
- 10) Financial report June 2023; Secretary Allen directed the report to be placed on file.
- 11) Manager's report written report Secretary Allen directed the report be placed on file.
- 12) Set next meeting date: August 24, 2023 5PM
- 13) Adjourn M/S: Wendorf/McCrank: to adjourn Motion Carried; all ayes. 5:39 PM

Minutes prepared by Keith Cohrs – Solid Waste Manager

Linco	In Cour	Lincoln County Employee Timesheet	ployee	Timesł	neet													
Name:		Keith Cohrs	Cohrs				Depart	Department: Solid Waste	Solid W	laste		Jacks	Pay Period:	:po				
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Mon	Tue	Mon Tue Wed	Thur	Fri	Sat	Sun	Mon	Tue	Wed	Thur	Fri	Sat	Sun H	Hours	Pay Category	Hrs		-
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9.25	8.25	8.25	8.25	8.25	0	0	8.25	8.25	5	8.25	8.25	0	0 8	0.25	80.25 TOTAL HOURS REPORTED	ED		

I certify that the foregoing is true and correct.

Employee signature

Supervisor signature

Mandatory for all employees

# **GRANT ALLOWABLE EXPENDITURES**

GRANT NAME/PROJECT:	<b>GRANT NAME/PROJECT:</b>	<b>GRANT NAME/PROJECT:</b>	<b>GRANT NAME/PROJECT:</b>	<b>GRANT NAME/PROJECT:</b>	

COMPLETED BY:

APPROVED BY:

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FLSA Status:	tatus:	1000		Exempt	t	5							ister	From:	7/24/2023	To:	8/6/2023
7/24	7/25	7/26	7/27	7/28	7/29	7/30	7/31	8/1	8/2	8/3	8/4	8/5	8/6		•	FMLA	
Mon	Tue	Wed	Thur	Fri	Sat	Sun	Mon	Tue	Wed	Thur	Fri	Sat	Sun	Hours	Pay Category	Hrs	
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Lincoln County Employee Timesheet

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COMPLETED BY:

**GRANT ALLOWABLE EXPENDITURES** 

GRANT NAME/PROJECT: GRANT NAME/PROJECT: GRANT NAME/PROJECT: GRANT NAME/PROJECT: GRANT NAME/PROJECT:

7

APPROVED BY:

# TONNAGE

	8/1/21 - 7/31/22	8/1/22 - 7/31/23	INC/DEC	PERCENTAGE
Cleanwood	81.25	94.39	13.14	16.17%
Contaminated soil	1,746.10	543.49	-1,202.61	-68.87%
Garbage	31,502.64	37,824.60	6,321.96	20.07%
Roofing	870.37	566.03	-304.34	-34.97%

## GARBAGE TONNAGE REPORT

CUSTOMER	TONS 8/1/21 - 7/31/22	TONS 8/1/22 - 7/31/23	INC/DEC	PERCENTAGE INC/DEC
Cash	3,399.17	3,964.14	564.97	16.62%
B & B Container Baumgart	6,564.54 8,709.36	6,436.45 8,491.74	-128.09 -217.62	-1.95% -2.50%
City of Merrill City of Tomahawk	1,996.34 879.39	2,376.21 860.00	379.87 -19.39	19.03% -2.20%
DC Disposal	478.94	534.23	55.29	11.54%
Republic Services Harley-Davidson Motor Co.	637.61 289.71	657.13 280.58	19.52 -9.13	3.06% -3.15%
Town of Bradley	395.91	420.18	24.27	6.13%
Waste Management	3,349.04	8,175.57	4,826.53	144.12%
	26,700.01	32,196.23	5,496.22	20.59%

LEACHATE AUGUST 2021 - JULY 2022

TOTAL GALLONS	519,517	552,574	203,507	181,291	182,660	257,033	140,588	312,754	582,903	753,105	257,090	254,681	A 407 703	4,131,103
	111,800	99,500	101,200	110,500	112,200	124,800	104,650	97,500	58,500	154,800	167,100	195,000	1 137 EED	1,437,000
RECIR TOTAL PH 4 Mod 1A PH 4 MOD 1B RECIRCULATED	111,800	49,400	81,300	95,000	103,200	118,900	99,400	97,500	58,500	154,800	167,100	195,000		1,331,300
RECIR PH 4 Mod 1A	0	50,100	19,900	15,500	9,000	5,900	5,250	0	0	0	0	0	105 550	100,001
PCA	407,717	453,074	102,307	70,791	70,460	132,233	35,938	215,254	524,403	598,305	89,990	59,681	0 700 462	2,/00,153
MONTH	AugusT (2021)	September	October	November	December	January (2022)	February	March	April	May	June	July		l otal Gallons

8/3/2023

LEACHATE AUGUST 2022 - JULY 2023

8/9/2023

# Lincoln County Solid Waste Statement of Operations - July 2023

		Jul-23		YTD 2023	Budget for 2023	% of Budget Received
Operating Revenues						
Total Public Charges for Services	\$	201,102.58	\$	1,128,110.03	1,595,000	70.73%
Total Intergovernmental Charges for Services		15,717.42		109,066.49	130,000	83.90%
Miscellaneous Revenues		1,846.20	-	11,671.89	10,000	116.72%
Total Operating Revenues	\$	218,666.20	\$	1,248,848.41	1,735,000	71.98% % of Budget Available
Operating Expenses	¢	20.270.67	¢	207 066 76	407 155	48.92%
Salaries/Fringes	\$	29,279.67 40.24	\$	207,966.76 569.77	407,155 1,600	40.92% 64.39%
Committee Per Diem		40.24		509.77	3,500	100.00%
Auditing Services Bank Fees				1,895.86	8,300	77.16%
Engineering Expenses		1,749.92		31,794.47	60,000	47.01%
Leachate Management		10,669.76		65,041.12	100,000	34.96%
Groundwater Treatment		8,524.85		8,524.85	19,000	55.13%
Clay Testing		0,021.00		260.00	250	0.00%
Hazardous Waste Disposal				200.00	500	100.00%
Hazardous Waste Reimb Cost		59.30		214.70	1,000	78.53%
Safety Program		00.00		604.70	2,500	75.81%
Site Maintenance		15.82		2,702.19	15,000	81.99%
Utilities Services		366.24		5,264.02	8,000	34.20%
Scale Maintenance		-		2,740.00	1,700	0.00%
Equipment Maintenance		15,832.35		31,940.56	50,000	36.12%
Insurance				9,387.61	16,000	41.33%
Telephone		24.44		165.18	400	58.71%
Printing Allocation		29.90		193.30	1,000	80.67%
Travel/Training		263.31		1,190.81	1,500	20.61%
Committee Travel					200	100.00%
Regulatory Fees		76,010.72		336,142.58	450,000	25.30%
Hiring Costs					500	100.00%
Office Supplies				112.56	1,800	93.75%
Postage				412.78	650	36.50%
Janitorial Supply		359.01		1,604.32	4,000	59.89%
Fuel		6,494.05		30,522.43	50,000	38.96%
Publications					200	100.00%
Miscellaneous Expense				290.00	1,200	75.83%
Over/Short		(20.00)		(39.00)	0	100.00%
Bio Pile Expense				1,500.00	6,000	75.00%
Recyclables Miscellaneous Expense	_	3,283.82		5,908.99	30,000	80.30%
Subtotal of Operating Expenses		152,983.40		746,910.56	1,241,955	39.86%
Net Operating Income (Loss) Excluding Non-Cash Items		65,682.80		501,937.85		
Non-Cash Operating Expenses						
Depreciation*		2,916.67		20,416.67	35,000	41.67%
Depletion*		41,666.67		291,666.67	500,000	41.67%
Future Closure/LTC*		8,333.33		58,333.33	100,000	41.67%
Total Non-Cash Operating Expenses	\$	52,916.67	\$		\$ 635,000.00	41.67%
Total Operating Income (Loss)		12,766.13		131,521.18		
Nonoperating Revenues/Expenses						
Investment Interest		11,224.91		74,850.72	115,000	65.09%
Non-Operating transfer Out	-	(16,666.67)		(116,666.67)	(200,000)	41.67%
Total Nonoperating Revenues/Expenses	\$	(5,441.76)	\$	(41,815.95)	\$ (85,000.00)	
Net Income (Loss)				89,705.24		

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

Cash Flow From Operating Activities From public entities From other Governmental Agencies From other County Departments To employees for compensation and fringe To vendors for goods and services	e benefits		\$	July-23 172,217.14 15,717.42 (29,319.91) (116,006.48)	\$	YTD Totals 960,306.76 106,587.74 186.00 (214,231.39) (562,744.19)
Net cash provided by (used in)	) operating a	ctivities	\$	42,608.17	\$	290,104.92
Cash Flow from Capital and related financin Acquisition of Capital Assets Equipment Machinery & Equip Investments Additional deposit required by						
WIP Landfill	DINK					
Siting Agreement Payment Heineman Road Maintenance		of Merrill of Schley				(16,666.00) (5,370.83)
Net cash used for capital and				0.00		(22,036.83)
Increase (Decrease) in cash and cash equive Non-Reserved Cash Balance (1/1/23)	alents				\$	268,068.09 197,936.76
Non-Reserved Cash Balance as of 7/31/2023					\$	466,004.85
*Reserved Cash Balance (1/1/23) Long Term Care Investments Closure Investments Total (1/1/23) Additional Investment Deposit Interest Received Total Reserved Cash (7/31/2023)	\$	3,059,755.57 2,027,653.01 5,087,408.58 59,826.12	-		\$	5,147,234.70
					-	
Total Cash for Lincoln County Solid Waste (	7/31/2023)				\$	5,613,239.55

\*Reserved Cash is held in a trust account at US Bank by the Wisconsin Department of Natural Resources.



Keith Cohrs Solid Waste Manager (715)536-9636 Fax: (715)536-6361 keith.cohrs@co.lincoln.wi.us

# LINCOLN COUNTY Solid Waste Department

# N4750 Landfill Lane - Merrill, WI 54452-2577 Mailing address: 801 N. Sales Street, Suite 201 - Merrill, WI 54452-1632

August 24, 2023

**Manager's Report to Solid Waste Committee -** The following summarizes activities of the Manager since the July 27, 2023 meeting.

**TRC** - Working with REI, TRC, and Riverview Construction for Intermediate cover and excavation of Phase 4 Module 2B.

**Environmental Liability Policy** 

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

Electronics Recycling - Electronics picked up August 16<sup>th</sup>.

# Future Activities - capital expenditures; general timeline for planning purposes

• Replace CAT IT28G Loader

2024

• TRC Updated Construction and Permitting