

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, October 26, 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 July 27, 2023 meeting
- 3) Approval of Manager's time sheets and mileage, August 7, 2023, through October 15, 2023
- 4) Guidance on ARPA and CIP requests for equipment replacement
- 5) Waste tonnage and leachate reports
- 6) Financial reports – August & September 2023
- 7) Manager's report – written report
- 8) Set next meeting date
- 9) 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 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, August 24, 2023 5PM
Meeting Location: Room 247/248 Government Services Center
801 N. Sales St., Merrill, WI 54452

Members Present: Elizabeth McCrank, Don Wendorf, Dana Miller,
Brian Hafeman (Virtual)
Members Absent: Julie Allen
Visitor: None
Landfill Manager: Keith Cohrs

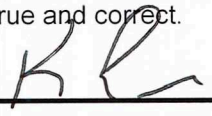
- 1) **Call meeting to order** – 5:04 PM – Don Wendorf
- 2) **Election of Committee Vice Chair** – M/S Miller/McCrank: to nominate Wendorf;
Discussion; Motion Carried; - All Ayes
- 3) **Approval of minutes from July 27, 2023 meeting** M/S: McCrank/Miller: to approve
Minutes; - Motion Carried; all ayes.
- 4) **Approval of Manager's time sheets**, July 10th thru August 6th2023; M/S:
Wenforf/Miller: to approve timesheets; - Motion Carried; all ayes.
- 5) ***CIP Request** – Intermediate Cover and New Cell Excavation – Finance Committee
Meeting 8-4-2023 -
- 6) **Renew Environmental Liability Policy** – Discussion – No Action
- 7) **Request/Approval** – Service Window Replacement; M/S Hafeman/McCrank: to replace
window as quoted plus shipping. Discussion regarding cost not to exceed quoted. -
Motion Carried; all ayes.
- 8) **Waste tonnage and leachate reports** – Discussion – Wendorf directed the reports be
placed on file.
- 9) **Financial report – July 2023** - M/S: McCrank/Wendorf: to approve and place on file; -
Motion Carried; all ayes.
- 10) **Manager's report – written report** – Wendorf directed it be placed on file.
- 11) **Set next meeting date:** September 28th, 5PM
- 12) **Adjourn** M/S: Wendorf/McCrank: to adjourn - Motion Carried; all ayes. 5:22 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: 8/7/2023		To: 8/20/2023									
8/7	8/8	8/9	8/10	8/11	8/12	8/13	8/14	8/15	8/16	8/17	8/18	8/19	8/20			FMLA	
Mon	Tue	Wed	Thur	Fri	Sat	Sun	Mon	Tue	Wed	Thur	Fri	Sat	Sun	Hours	Pay Category	Hrs	
8.25	8.25	8.25	8.25	8.25			8.25	6	8	8.25	8.25			80	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	TOTAL HOURS PAID		
														0			
														0			
8.25	8.25	8.25	8.25	8.25	0	0	8.25	6	8	8.25	8.25	0	0	80	TOTAL HOURS REPORTED		

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: _____

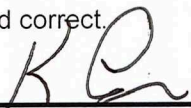
COMPLETED BY: _____

APPROVED BY: _____

Lincoln County Employee Timesheet

Name: Keith Cohrs		Department: Solid Waste				Pay Period:										
Employee Number: 8151																
Representative Status: Nonrepresented																
FLSA Status: Exempt						From: 8/21/2023		To: 9/3/2023								
8/21	8/22	8/23	8/24	8/25	8/26	8/27	8/28	8/29	8/30	8/31	9/1	9/2	9/3		FMLA	
Mon	Tue	Wed	Thur	Fri	Sat	Sun	Mon	Tue	Wed	Thur	Fri	Sat	Sun	Hours	Pay Category	Hrs
8.25	8.25	8.25	9.75				6.25	4.25	8.25	8.25	8.25			69.75	Regular: Solid Waste	60000053.511000
				8				2.25						10.25	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	TOTAL HOURS PAID	
														0		
														0		
8.25	8.25	8.25	9.75	8	0	0	6.25	6.5	8.25	8.25	8.25	0	0	80	TOTAL HOURS REPORTED	

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Employee signature

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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: 9/4/2023

To: 9/17/2023

9/4	9/5	9/6	9/7	9/8	9/9	9/10	9/11	9/12	9/13	9/14	9/15	9/16	9/17	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			74.25	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	TOTAL HOURS PAID	
														0		
														0		
8	8.25	8.25	8.25	8.25	0	0	8.25	8.25	8.25	8.25	8.25	0	0	82.25	TOTAL HOURS REPORTED	

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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: 9/18/2023					To: 10/1/2023					
9/18	9/19	9/20	9/21	9/22	9/23	9/24	9/25	9/26	9/27	9/28	9/29	9/30	10/1			FMLA	
Mon	Tue	Wed	Thur	Fri	Sat	Sun	Mon	Tue	Wed	Thur	Fri	Sat	Sun	Hours	Pay Category	Hrs	
8.25	8.25	8.25	8.25	8.25			8.25	8.25	8.25	8	8.25			82.25	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	TOTAL HOURS PAID		
														0			
														0			
8.25	8.25	8.25	8.25	8.25	0	0	8.25	8.25	8.25	8	8.25	0	0	82.25	TOTAL HOURS REPORTED		

I certify that the foregoing is true and correct.



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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: 10/2/2023		To: 10/15/2023								
10/2	10/3	10/4	10/5	10/6	10/7	10/8	10/9	10/10	10/11	10/12	10/13	10/14	10/15	FLSA		
Mon	Tue	Wed	Thur	Fri	Sat	Sun	Mon	Tue	Wed	Thur	Fri	Sat	Sun	Hours	Pay Category	FMLA Hrs
8	8	8	6	8			8	8.5	8	8	8			78.5	Regular: Solid Waste	60000053.511000
														0	Vacation:	
														0	Holiday:	
			1.5											1.5	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	TOTAL HOURS PAID	
														0		
														0		
8	8	8	7.5	8	0	0	8	8.5	8	8	8	0	0	80	TOTAL HOURS REPORTED	

I certify that the foregoing is true and correct.



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 Supervisor signature

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GRANT ALLOWABLE EXPENDITURES

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

COMPLETED BY: _____

APPROVED BY: _____

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

	Aug-23	YTD 2023
Operating Revenues		
Total Public Charges for Services	\$ 213,120.60	\$ 1,341,230.63
Total Intergovernmental Charges for Services	15,535.77	124,602.26
Miscellaneous Revenues	2,383.80	14,055.69
Total Operating Revenues	\$ 231,040.17	\$ 1,479,888.58
Operating Expenses		
Salaries/Fringes	\$ 29,300.56	\$ 237,267.32
Committee Per Diem	178.12	747.89
Auditing Services		
Bank Fees		1,895.86
Engineering Expenses	6,487.12	38,281.59
Leachate Management	581.22	68,012.88
Groundwater Treatment	669.89	9,194.74
Clay Testing		260.00
Hazardous Waste Disposal		
Hazardous Waste Reimb Cost		214.70
Safety Program		604.70
Site Maintenance	73.72	2,775.91
Utilities Services	372.27	5,636.29
Scale Maintenance		4,708.75
Equipment Maintenance	4,476.78	37,036.62
Insurance		9,387.61
Telephone	23.92	189.10
Printing Allocation	36.41	229.71
Travel/Training	151.96	1,342.77
Committee Travel		
Regulatory Fees		336,142.58
Hiring Costs		
Office Supplies		112.56
Postage	36.63	495.99
Janitorial Supply	243.60	2,213.32
Fuel	4,384.19	34,906.62
Publications		-
Miscellaneous Expense		290.00
Over/Short		(39.00)
Bio Pile Expense		1,500.00
Recyclables Miscellaneous Expense	13,980.17	19,889.16
Subtotal of Operating Expenses	60,996.56	813,297.67
Net Operating Income (Loss)		
Excluding Non-Cash Items	170,043.61	666,590.91
Non-Cash Operating Expenses		
Depreciation*	2,916.67	23,333.33
Depletion*	41,666.67	333,333.33
Future Closure/LTC*	8,333.33	66,666.67
Total Non-Cash Operating Expenses	\$ 52,916.67	\$ 423,333.33
Total Operating Income (Loss)	117,126.94	243,257.58

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

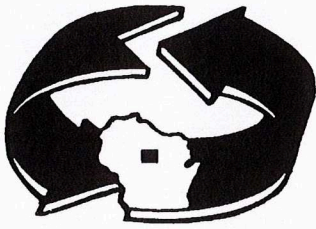
	Sep-23	YTD 2023
Operating Revenues		
Total Public Charges for Services	\$ 207,104.76	\$ 1,548,335.39
Total Intergovernmental Charges for Services	13,651.52	138,253.78
Miscellaneous Revenues	947.95	15,003.64
Total Operating Revenues	\$ 221,704.23	\$ 1,701,592.81
 Operating Expenses		
Salaries/Fringes	\$ 29,431.90	\$ 266,699.22
Committee Per Diem	174.13	922.02
Auditing Services		
Bank Fees		1,895.86
Engineering Expenses		38,281.59
Leachate Management	5,566.59	73,579.47
Groundwater Treatment		9,194.74
Clay Testing		260.00
Hazardous Waste Disposal	-	-
Hazardous Waste Reimb Cost	75.00	289.70
Safety Program		604.70
Site Maintenance		2,775.91
Utilities Services	768.30	6,404.59
Scale Maintenance		4,708.75
Equipment Maintenance	1,084.68	38,121.30
Insurance		9,387.61
Telephone	23.52	212.62
Printing Allocation	25.07	254.78
Travel/Training	93.01	1,435.78
Committee Travel	-	
Regulatory Fees		336,142.58
Hiring Costs		
Office Supplies	349.85	462.41
Postage		495.99
Janitorial Supply	243.60	2,456.92
Fuel		34,906.62
Publications		
Miscellaneous Expense		290.00
Over/Short	1.00	(38.00)
Bio Pile Expense		1,500.00
Recyclables Miscellaneous Expense		19,889.16
Subtotal of Operating Expenses	37,836.65	851,134.32
Net Operating Income (Loss)		
Excluding Non-Cash Items	183,867.58	850,458.49
 Non-Cash Operating Expenses		
Depreciation*	2,916.67	26,250.00
Depletion*	41,666.67	375,000.00
Future Closure/LTC*	8,333.33	75,000.00
Total Non-Cash Operating Expenses	\$ 52,916.67	\$ 476,250.00
Total Operating Income (Loss)	130,950.91	374,208.49

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

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Salaries/Fringes	\$ 29,300.56	\$ 237,267.32
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Auditing Services		
Bank Fees		1,895.86
Engineering Expenses	6,487.12	38,281.59
Leachate Management	581.22	68,012.88
Groundwater Treatment	669.89	9,194.74
Clay Testing		260.00
Hazardous Waste Disposal		
Hazardous Waste Reimb Cost		214.70
Safety Program		604.70
Site Maintenance	73.72	2,775.91
Utilities Services	372.27	5,636.29
Scale Maintenance		4,708.75
Equipment Maintenance	4,476.78	37,036.62
Insurance		9,387.61
Telephone	23.92	189.10
Printing Allocation	36.41	229.71
Travel/Training	151.96	1,342.77
Committee Travel		
Regulatory Fees		336,142.58
Hiring Costs		
Office Supplies		112.56
Postage	36.63	495.99
Janitorial Supply	243.60	2,213.32
Fuel	4,384.19	34,906.62
Publications		-
Miscellaneous Expense		290.00
Over/Short		(39.00)
Bio Pile Expense		1,500.00
Recyclables Miscellaneous Expense	13,980.17	19,889.16
Subtotal of Operating Expenses	60,996.56	813,297.67
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Depreciation*	2,916.67	23,333.33
Depletion*	41,666.67	333,333.33
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**Lincoln County Solid Waste
Statement of Operations - September 2023**

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Committee Per Diem	174.13	922.02
Auditing Services		
Bank Fees		1,895.86
Engineering Expenses		38,281.59
Leachate Management	5,566.59	73,579.47
Groundwater Treatment		9,194.74
Clay Testing		260.00
Hazardous Waste Disposal	-	-
Hazardous Waste Reimb Cost	75.00	289.70
Safety Program		604.70
Site Maintenance		2,775.91
Utilities Services	768.30	6,404.59
Scale Maintenance		4,708.75
Equipment Maintenance	1,084.68	38,121.30
Insurance		9,387.61
Telephone	23.52	212.62
Printing Allocation	25.07	254.78
Travel/Training	93.01	1,435.78
Committee Travel	-	
Regulatory Fees		336,142.58
Hiring Costs		
Office Supplies	349.85	462.41
Postage		495.99
Janitorial Supply	243.60	2,456.92
Fuel		34,906.62
Publications		
Miscellaneous Expense		290.00
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Bio Pile Expense		1,500.00
Recyclables Miscellaneous Expense		19,889.16
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Net Operating Income (Loss)		
Excluding Non-Cash Items	183,867.58	850,458.49
Non-Cash Operating Expenses		
Depreciation*	2,916.67	26,250.00
Depletion*	41,666.67	375,000.00
Future Closure/LTC*	8,333.33	75,000.00
Total Non-Cash Operating Expenses	\$ 52,916.67	\$ 476,250.00
Total Operating Income (Loss)	130,950.91	374,208.49



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

October 26, 2023

Manager's Report to Solid Waste Committee

The following summarizes activities of the Manager since the August 24, 2023 meeting.

TRC

Working with REI, TRC, and Riverview Construction for Intermediate cover and excavation of Phase 4 Module 2B. Work was completed October 4th. TRC is working with us on volume surveys.

Environmental Liability Policy

Building Maintenance

Shop furnace has been installed, ventilation system is not complete yet. Maintenance to replace drinking fountain and working on replacing drive up window. Found a less costly option for window.

Electronics Recycling

Electronics picked up August 16th & October 10th

Landfill Assistance Fee

Equipment Update

We have some aged equipment here that is worked quite hard.

Our compactor, 1996 Cat 826G was last rebuilt in 2014, it has 23,750 hours on it now.

Our Track Loader was purchased in 2009, it has been partially rebuilt multiple times. 42k in 2016, 18k in 2018, 42k in 2022.

Both of the above are having issues currently.

We have a 1999 loader, IT28g that should be replaced as well.

We do not need to replace items with new equipment - newer/rebuilt machines are fine.

We have an air powered actuator that could be upgraded to all electronic.

If there is a possibility ARPA funds could be a solution I would like to explore it.

Future Activities - capital expenditures; general timeline for planning purposes

- Replace CAT IT28G Loader
- Consideration regarding replacement of 826G
- TRC Updated Construction and Permitting