

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, November 16, 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 August 24, 2023 meeting
- 3) Approval of Manager's time sheets, October 16, 2023, through October 29, 2023
- 4) Guidance on ARPA and CIP requests for equipment replacement
- 5) Waste tonnage and leachate reports
- 6) Financial reports – October 2023
- 7) Eliminating transfer to the General Fund
- 8) Discount Agreement - James Woller Contracting
- 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 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, October 26, 2023 5PM
Meeting Location: Room 247/248 Government Services Center
801 N. Sales St., Merrill, WI 54452

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


- 1) **Call meeting to order** – 5:00 PM – Chair Hafeman
- 2) **Approval of minutes from August 24, 2023 meeting** M/S: McCrank/Miller: to approve Minutes; - Motion Carried; all ayes.
- 3) **Approval of Manager’s time sheets and mileage**, August 7th thru October 15, 2023; M/S: McCrank/Miller: to approve timesheets; - Motion Carried; all ayes.
- 4) **Guidance on ARPA and CIP requests for equipment replacement** Discussion: Cohrs to develop 5 yr plan – No Action Taken
- 5) **Waste tonnage and leachate reports** – Discussion: Pump failure/reinstallation tank 1, ongoing. Leachate disposal options – Chair Hafeman directed the reports be placed on file.
- 6) **Financial report – August and September 2023** – Discussion regarding Equipment maintenance, Site Maintenance and Site Maintenance: M/S: Miller/McCrank: to approve and place on file; - Motion Carried; all ayes.
- 7) ***TRC Change Order** Discussion: Increased tonnage had necessitated moving cell development from 2025 to 2024. Costs for engineering clay haul and cell construction needed to be moved to 2023. Cohrs to sign document - M/S: Hafeman/McCrank: to approve - Motion Carried; all ayes
- 8) **Manager’s report – written report** – Hafeman directed it be placed on file.
- 9) **Set next meeting date:** November 16th, 5PM
- 10) **Adjourn** M/S: Miller/McCrank: to adjourn - Motion Carried; all ayes. 5:21 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: 10/16/2023		To: 10/29/2023								
10/16	10/17	10/18	10/19	10/20	10/21	10/22	10/23	10/24	10/25	10/26	10/27	10/28	10/29		FMLA	
Mon	Tue	Wed	Thur	Fri	Sat	Sun	Mon	Tue	Wed	Thur	Fri	Sat	Sun	Hours	Pay Category	FMLA Hrs
8	8	8	8	6.5			8	9	8	9.5	8			81	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	8	8	8	6.5	0	0	8	9	8	9.5	8	0	0	81	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 Solid Waste
Statement of Operations - October 2023**

	Oct-23	YTD 2023	Budget for 2023	% of Budget Received
Operating Revenues				
Total Public Charges for Services	\$ 234,926.39	\$ 1,783,239.28	1,595,000	111.80%
Total Intergovernmental Charges for Services	15,121.53	153,375.31	130,000	117.98%
Miscellaneous Revenues	4,369.75	19,373.39	10,000	193.73%
Total Operating Revenues	\$ 254,417.67	\$ 1,955,987.98	1,735,000	112.74%
				% of Budget Available
Operating Expenses				
Salaries/Fringes	\$ 29,535.04	\$ 296,234.26	407,155	27.24%
Committee Per Diem		922.02	1,600	42.37%
Auditing Services			3,500	100.00%
Bank Fees	1,926.94	3,822.80	8,300	53.94%
Engineering Expenses	2,007.91	40,289.50	60,000	32.85%
Leachate Management		73,579.47	100,000	26.42%
Groundwater Treatment		9,194.74	19,000	51.61%
Clay Testing		260.00	250	0.00%
Hazardous Waste Disposal		-	500	100.00%
Hazardous Waste Reimb Cost		289.70	1,000	71.03%
Safety Program		604.70	2,500	75.81%
Site Maintenance	107.98	2,883.89	15,000	80.77%
Utilities Services	140.52	6,545.11	8,000	18.19%
Scale Maintenance	613.20	5,321.95	1,700	0.00%
Equipment Maintenance	350.15	38,471.45	50,000	23.06%
Insurance		9,387.61	16,000	41.33%
Telephone	0.12	212.74	400	46.82%
Printing Allocation		254.78	1,000	74.52%
Travel/Training		1,435.78	1,500	4.28%
Committee Travel			200	100.00%
Regulatory Fees	85,347.62	421,490.20	450,000	6.34%
Hiring Costs			500	100.00%
Office Supplies	(53.80)	477.67	1,800	73.46%
Postage		495.99	650	23.69%
Janitorial Supply		2,456.92	4,000	38.58%
Fuel	5,824.97	46,804.32	50,000	6.39%
Publications			200	100.00%
Miscellaneous Expense		290.00	1,200	75.83%
Over/Short	54.00	16.00	0	100.00%
Bio Pile Expense		1,500.00	6,000	75.00%
Recyclables Miscellaneous Expense	1,231.72	21,120.88	30,000	29.60%
Subtotal of Operating Expenses	127,086.37	984,362.48	1,241,955	20.74%
Net Operating Income (Loss)				
Excluding Non-Cash Items	127,331.30	971,625.50		
Non-Cash Operating Expenses				
Depreciation*	2,916.67	29,166.67	35,000	16.67%
Depletion*	41,666.67	416,666.67	500,000	16.67%
Future Closure/LTC*	8,333.33	83,333.33	100,000	16.67%
Total Non-Cash Operating Expenses	\$ 52,916.67	\$ 529,166.67	\$ 635,000.00	16.67%
Total Operating Income (Loss)	74,414.63	442,458.83		
Nonoperating Revenues/Expenses				
Investment Interest	131.39	49,528.92	115,000	43.07%
Non-Operating transfer Out				
Total Nonoperating Revenues/Expenses	\$ 131.39	\$ 49,528.92	\$ 115,000.00	
Net Income (Loss)		\$ 491,987.75		

Nonoperating Revenues/Expenses				
Investment Interest		131.39		49,528.92
Non-Operating transfer Out				
Total Nonoperating Revenues/Expenses		<u>\$ 131.39</u>		<u>\$ 49,528.92</u>
Net Income (Loss)				<u>\$ 491,987.75</u>

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

Cash Flow From Operating Activities	October-23	YTD Totals
From public entities	\$ 258,616.76	\$ 1,676,025.55
From other Governmental Agencies	13,651.62	151,452.63
From other County Departments	-	299.52
To employees for compensation and fringe benefits	(29,535.04)	(302,851.14)
To vendors for goods and services	(103,148.47)	(720,042.68)
Net cash provided by (used in) operating activities	\$ 139,584.87	\$ 804,883.88

Cash Flow from Capital and related financing activities

Acquisition of Capital Assets		
Equipment		
Machinery & Equip	(1,699.12)	(3,414.10)
Investments		
Additional deposit required by DNR		
WIP Landfill	(444,023.16)	(476,627.57)
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	(445,722.28)	(502,078.50)

Increase (Decrease) in cash and cash equivalents	\$ 302,805.38
Non-Reserved Cash Balance (1/1/23)	197,936.76
Non-Reserved Cash Balance as of 10/31/2023	\$ 500,742.14

***Reserved Cash Balance (1/1/23)**

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	39,730.56	
Total Reserved Cash (10/31/2023)		\$ 5,127,139.14
Total Cash for Lincoln County Solid Waste (10/31/2023)		\$ 5,627,881.28

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



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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

November 16, 2023

Manager's Report to Solid Waste Committee

Leachate Tank #1

Pump has been reinstalled with new floats and transducer.

Employee Update

Retirement and new hire

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. Change Order. RFP's for clay haul and cell construction are being prepared now for 2024 work.

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.

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. Just had the injectors replaced.

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

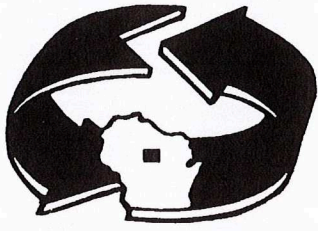
We do not need to replace items with new equipment - newer/rebuilt machines are fine.

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

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
- Replacement of 826G
- TRC Updated Construction and Permitting



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5 year Working Plan for Equipment

If ARPA funds can be sorted out I would like to replace our 1999 loader - IT28g. It only has 15k hours

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

Both pieces of equipment are requiring maintenance on an increasing frequency.
The air actuated valve is in need of repair and should be replaced.

I have asked for pricing options for the above equipment.

I am inclined to sell our John Deere 5105 and attachments.

Our Track Loader was purchased in 2009, it has been partially rebuilt multiple times. 42k in 2016, 18k in 2018, 42k in 2022. It too should be replaced in 3-4 years.