

Oneida County Solid Waste and Buildings & Grounds Meeting  
Monday, March 25, 2013 9:00 a.m.  
Oneida County Courthouse, Committee Room #1  
1 S. Oneida Avenue  
Rhinelander, WI 54501

**Members present:** Billy Fried/Chairman, Paul Dean, Jack Martinson, Gary Baier, Scott Holewinski

**Department staff:** Freeman Bennett/Highway Commissioner & Solid Waste Director, Brian Dutcher/Assistant Solid Waste Director, Luann Brunette/Buildings & Grounds Director

**Others present:** Thomas Wiensch/Assistant Corporation Counsel, Margie Sorenson/Finance Director, Mike Koehler/Advanced Disposal, Jenni Lueneburg/Recording Secretary

**Call to order:**

Chairman Fried called the meeting to order at 9:01 a.m. in accordance with the Wisconsin Open Meetings Law.

**Approve Agenda:**

Motion by Martinson to approve today's agenda with the order of items at the discretion of the chairman. Second by Dean. All members present voting 'Aye'. Motion carried.

**Approve minutes of February 11, 2013 and March 4, 2013 committee meeting:**

Motion by Dean to approve the Buildings & Grounds portion of the February 11, 2013 minutes and the full minutes of the March 4, 2013 meeting. Second by Martinson. All members present voting 'Aye'. Motion carried.

**Buildings & Grounds – bills, vouchers, blanket purchase orders, line item transfers:**

Motion by Holewinski to approve the Buildings & Grounds bills, vouchers and blanket purchase orders as presented. Second by Martinson. All members present voting 'Aye'. Motion carried.

Brunette states on April 1, 2013 committee meeting, she will need about an hour on the agenda to discuss the results of the space survey. Dean questions if parking is evaluated in the survey; Brunette states parking is brought up in the survey results.

**Non-budgeted item requests:**

None

**Solid Waste – bills and vouchers, blanket purchase orders:**

Motion by Holewinski to approve the Solid Waste bills, vouchers and blanket purchase orders as presented. Second by Dean. All members present voting 'Aye'. Motion carried.

Bennett presented handout to committee regarding four 2012 Solid Waste Department bills that were not paid and still outstanding in 2013. Brief discussion on which vendors effected and what has been done to resolve the unpaid bills. All bills now paid in full and applied to 2012 balances.

**The Committee will open bids for the hauling and landfilling of municipal solid waste, and may accept or reject a bid or bids, and may refer the matter to Highway/Solid Waste Department staff for further review:**

Bennett reports two bids were received. Motion by Holewinski to close acceptance of any further municipal bids. Second by Dean. All members present voting 'Aye'. Motion carried.

*Gary Baier joined meeting.*

First bid received was from Advance Disposal (formerly known as Veolia), quoting \$45.75 per ton. Second bid received was from Waste Management, quoting \$46.00 per ton. Brief discussion of terms and limitations listed in both bids that were not allowed in RFB (Request for Bids). Motion by Martinson allowing Bennett and Wiensch to look over bills and bring summarized information back to the next meeting on April 1, 2013. Second by Baier. All members present voting 'Aye'. Motion carried. Holewinski requests that a copy of both bids be brought for each committee member at the April 1st meeting; Bennett states he will do so.

**Recycling grant money for townships:**

Bennett reports county received \$71,187.00 in recycling funding and plans to reimburse townships approximately \$40,000 of that funding for the costs of township recycling programs. Baier noted there have been problems in the past with townships getting proper funding of their recycling programs. Originally the county was to take 10% of the funding for county costs of the recycling program and disburse the rest to the towns; the county board then increased the amount to 20%. Baier feels there is a problem with disbursing only \$40,000 on the \$71,187.00 funding available. Discussion held and determined that some of the \$71,187.00 was "carry over" from previous years. Committee questions whether carry over funding should have been disbursed to townships rather than carried over in county's budget. Holewinski asked Bennett to research meeting minutes to see what the County Board voted on in regards to the rules on where extra recycling funding should go. Fried brought up whether 20% administration fee should remain or be reduced. Bennett to research and discuss at April 8, 2013 meeting.

**Line item transfers:**

Bennett reports on line item transfers printout provided to committee with agenda. Motion by Holewinski to approve line item transfers as presented. Second by Martinson. All members present voting 'Aye'. Motion carried.

**Year 2013 blanket purchase orders:**

Blanket purchase orders presented by Bennett and briefly reviewed by committee. Motion by Martinson to approve blanket purchase orders. Second by Baier. All members present voting 'Aye'. Motion carried.

**Update charge contracts:**

Some haulers that regularly bring loads of trash to the Solid Waste site for disposal are set up with charge accounts so they can be billed and pay monthly rather than with each load. Bennett summarized the changes to the standard contract haulers sign. The main change was extending the contract length to five years, providing that the hauler keeps their account current. Bennett provided the updated contract to Corporation Counsel, who reviewed and approved the changes. Motion by Holewinski to approve updated charge contract as presented. Second by Baier. All members present voting 'Aye'. Motion carried.

**Hours of operation – Saturday hours:**

Bennett reports Dutcher and he discussed whether it is worthwhile to be open on Saturdays during the winter months of December, January and February. The numbers were reviewed and found that is worthwhile to keep open but noted that they do reduce Saturday labor numbers in those months. Bennett recommends that they continue with the hours they currently are operating at; committee concurs.

*Sorenson joined meeting.*

**Revenues versus expenses comparison per business units:**

Sorenson provided printout listing financial information for the Solid Waste department. In depth discussion held, explaining the printouts. Overall, Solid Waste was in a deficit in the past but is now doing well. However, possible rate increases on the new hauling contract will have a negative effective on the department's budget.

**The Committee will consider the possibility of contracting with an outside party to sell items obtained by the "Second Story" resale operation at the Oneida County Transfer Station:**

Bennett reports Second Story was started on a \$102,600.00 grant for the years 2008 through 2010. The grant didn't require a continuation of the program and all the grant money has now been spent. Bennett and Dutcher will check to see if any more grant money is available for the program but additional grant money is not likely.

Wiensch reports Bennet was to talk to auctioneer interested in putting Second Story items up for sale for a commission to see if auctioneer would accept liability of the product sold. Bennett has talked to the auctioneer and no agreement has been reached so far on the liability issues. Wiensch feels the indemnification clause should be removed from the tentative contract and both parties should be required to take out insurance to equally cover any liability issues that arise. Finance Department shows a profit on the program but Bennett states according to his records, the program is not showing a profit. Brief discussion held with Sorenson, Bennett and committee to discuss reasons for variances in financial records. Labor calculation costs and deductions for tonnage not put into airspace were identified as the main factors in the variance. Bennett notes the auctioneer will charge 25% commission on products sold. Wiensch states regardless if county uses auctioneer or sells items directly, there are still liability risks with the Second Story program. Fried asks Wiensch to talk with other counties that have a program similar to our Second Story program to see how they handle the issue of liability. Bennett to check on how many other counties participate in this program. Wiensch states he will also be talking with the Oneida County Health Department about what risks still exist if Second Story only accepts wood and metal items. Topic to be discussed at April 8<sup>th</sup> meeting.

**Tonnage shortfalls per contract:**

Bennett provided handout reporting that Waste Management has sent a refund check to Oneida County due to not meeting there tonnage quotas. Refunds checks were \$13,000 in 2009, \$33,000 in 2010, \$37,000 in 2011 and \$44,000 in 2012.

**Sale of power poles:**

Bennett reports that Oneida County Solid Waste received a large amount of power poles from Waste Management who paid the tipping fee to dispose of the poles at the Solid Waste site. The poles are still sitting at the site and Bennett would like to get rid of them. Bennett proposes selling the poles for \$0.75 per foot. Brief discussion held. Committee is agreeable to both selling the poles and the proposed price. No motion needed for Bennett to proceed.

**Items for next agenda:**

Buildings & Grounds space survey results  
Solid Waste hauling bids

**Future Meeting Dates:**

Monday, April 1, 2013 at 9:00 a.m.

Monday, April 8, 2013 at 9:00 a.m. (Added)

Monday, April 15, 2013 at 9:00 a.m.

Monday, April 29, 2013 at 9:00 a.m.

\*\*All above listed meetings will be held in Committee Room #1, Second Floor, Courthouse)

**Adjournment:**

Motion by Martinson to adjourn meeting. Second by Dean. All members present voting 'Aye'. Motion carried. Adjourn at 10:55 a.m.

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Billy Fried  
Committee Chair

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Jennifer Lueneburg  
Committee Secretary