

Oneida County Solid Waste and Buildings & Grounds Meeting
Monday, April 7, 2014 9:00 a.m.
Oneida County Courthouse, First Floor Hearing Room
1 S. Oneida Avenue
Rhinelander, WI 54501

Members present: Billy Fried - Chairman, Jack Martinson, Jack Sorensen, Greg Oettinger, Scott Holewinski

Department staff: Brian Dutcher – Solid Waste Supervisor, Luann Brunette – Facilities Director, Bruce Stefonek – Assistant Facilities Director

Others present: Jonathan Anderson/media, Jenni Lueneburg/recording secretary

Call to order:

Chairman Fried called the meeting to order at 9:00 a.m. in accordance with the Wisconsin Open Meetings Law.

Approve Agenda:

Motion by Sorenson to approve today's agenda. Second by Martinson. All members present voting 'Aye'. Motion carried.

Approve minutes from March 10, 2014 committee meeting:

Motion by Martinson to approve the March 10th meeting (minutes). Second by Oettinger. All members present voting 'Aye'. Motion carried.

Chairman Fried – Acknowledgement of service by committee members and staff:

Fried thanks committee members for their service over the last two years. Fried feels there have been many projects and changes that have taken place over the last two years in the two departments, and this has required longer meetings than usual. Fried recognizes former members Gary Baier and Paul Dean who passed away and thanked Sorensen and Oettinger for filling the vacant positions. Fried recognized department staff and recording secretary for their efforts. Fried recognized Jack Martinson as Vice Chair of this committee, and asked Martinson to serve as Chairman for his final meeting.

New charge account for hauler:

Dutcher states Outdoor Enterprises approached the Solid Waste Department about opening a charge account. Right now, Dutcher states the department writes tickets for each drop off Outdoor Enterprises does in a day and holds tickets until the end of each day when they make one payment for all the tickets. If allowed to open an account, Outdoor Enterprises could pay once a month on their account. Motion by Holewinski to approve the new charge account as presented. Second by Sorensen. All members present voting 'Aye'. Motion carried.

Bark screening update:

Dutcher states everything is on schedule for the bark screening this spring at Louisiana Pacific's site in Tomahawk as long as weather cooperates. There may be a little delay in starting due to Louisiana Pacific has been moving snow over the bark pile this winter which moves the frost further into the pile. However, Dutcher hopes to start screening on May 5th.

80% employee update:

Dutcher states this employee has completed orientation and is all set to start his news hours as of April 14th. This position was previously approved by the LRES and Solid Waste/Buildings & Grounds Committee so this is just an update.

Recycling volume increase:

Dutcher provided handout on recycling numbers for 2012 and 2013, noting that 2013 numbers are quite a bit higher. In 2013, they accepted 2761 tons and in 2012 they accepted 1620 tons. Advanced Disposal may want to start bringing in more recyclables. If this is the case, Dutcher will come back to this committee to request more LTE workers and some more equipment. Dutcher also notes glass shipments also increased from 2012 to 2013. Solid Waste is still shipping crushed glass but they are getting to the bottom of the glass pile and the glass remaining is full of taconite and stones. Because of these contaminants, Strategic Glass is not happy with the shipments of crushed glass they have been receiving lately but Dutcher is looking for ways to get the stones and taconite out of the remaining crushed glass. This way they can still get the glass hauled away however the price per ton will still be reduced. Also discussed possibly using some of the contaminated glass to fix roads in the Solid Waste site.

Change in top soil prices:

Dutcher states he has now restructured soil pricing to be more affordable. This is due to the Solid Waste site having a large supply of fiber cake (used to make compost) since the department is paid to take the fiber cake. Dutcher feels he will be able to sell more of the soil if prices are reduced from last year. Dutcher also plans to mix the fiber cake with the Louisiana Pacific bark (once it is screened) in order to make more compost. Dutcher discussed the four different types of soil available which are compost, super soil, fiber cake and a fiber cake/bark mix. Fried asked Dutcher what he plans to do to promote the products. Dutcher plans to advertise on the Oneida County Solid Waste website as well as place some newspaper and radio ads. Sorenson suggests the local media do a story on the Solid Waste Departments soil products for sale in order to attract the communities' attention. Discussion held on costs, revenues and the processes used in preparing the soil. Fried voiced concerns that these reduced prices are still higher than some private business prices; Dutcher feels this is a higher quality soil. Dutcher discussed turning the compost and getting ready to screen the bark from Louisiana Pacific; to be discussed at a future meeting. Further discussion held. Motion by Holewinski to approve the 2014 compost soil pricing as presented. Second by Sorenson. All members present voting 'Aye'. Motion carried.

Solid Waste – bills and vouchers, blanket purchase orders, line item transfers:

Motion by Holewinski to approve the bills, vouchers and purchase orders as presented. Second by Oettinger. Brief discussion on items presented. All members present voting 'Aye'. Motion carried.

Buildings & Grounds – bills and vouchers, blanket purchase orders, year-end line item transfers:

Brunette thanks the committee for their service and hopes they will continue on with the Buildings & Grounds committee due to their knowledge of current projects.

Discussion held on bills and vouchers presented. Fried questions waste hauling voucher for the Courthouse and why Solid Waste doesn't handle the hauling of waste for county buildings. Brunette states Solid Waste doesn't have the equipment available to empty the big dumpsters. Discussion held. Brunette to look into getting current pricing for waste hauling and discuss waste hauling with Dutcher. Motion by Fried to approve the Buildings & Grounds bills, vouchers and blanket purchase orders as presented. Second by Sorenson. All members present voting 'Aye'. Motion carried.

Update on hearing room:

Brunette states they are winding down on completion of the first floor hearing room. Brunette summarized projects completed and gave the committee a tour of the new area during meeting. Committee was very pleased with the results.

Update on sale of former WPS building:

Brunette states all of the county property is now out of the former WPS building and the sale is complete, with the keys turned over to the new owner. A brief discussion was held on different property sales in the area. Brunette states there is still a small amount of money left in the budget for this building. Brunette discussed this with Finance and may be able to use some of the left over money to replace a Buildings & Grounds vehicle in much need of repair.

Courthouse boilers:

- **Status of current boilers:** Brunette states only two of the four boilers are currently working. Of the two working boilers, one of the boilers doesn't always ignite and needs to be checked frequently. Brunette states there is no way they can get through another heating season with this boiler system since at a minimum, three boilers are needed during the cold season. The project to replace the boiler system has been budgeted for and project will be addressed this summer.

- **Courthouse boiler project:** Back in September, the department contracted with Stan Grys of RCAD to do an evaluation which was approved by committee. RCAD also provided a quote on doing calculations for heat loss and gain through the Courthouse building. The cost of completing these calculations would be approximately \$10,000 and the calculations could be very helpful in getting quotes for the new boiler system. Brunette estimates the new system will run about \$150,000 which should cover everything to complete the project. Having the boiler system down, even in the summer, will be difficult since the boilers help regulate the air conditioning system when it over cools one area of the Courthouse to keep another warmer area cooled down. A discussion was held by the committee about getting calculations prior to the start of the project and benefits of incurring this cost. Brunette has also signed Oneida County up for the Focus on Energy program for a possible rebate to help pay for some of this project in order to make the heating and cooling of the building more efficient. Brunette recommends that the calculations be performed. Fried asks if they could also consider getting calculations for the Department on Health and Aging building to determine heating and cooling efficiency for that building as well; Brunette unsure if funds are available. Fried feels this study will give them a roadmap of where improvements need to happen first. Holewinski agrees that getting these calculations could help find some significant costs savings. Holewinski suggests that Brunette get a price quote on the cost of getting calculations for the Department on Health and Aging building too and to speak with Finance Director Margie Sorenson on what funding is available. Motion by Fried to allow Brunette to publish an RFP (Request for Proposal) for an energy assessment for the Courthouse and, upon approval from Finance, an assessment for the Department on Health and Aging building. Second by Sorenson. All members present voting 'Aye'. Motion carried.

- **Contact with CenterPoint Energy:** Brunette states Minocqua School District uses CenterPoint Energy to save money on natural gas costs so she contacted the school district for information and was put in contact with a representative from the company. CenterPoint Energy provides natural gas through Wisconsin Public Service lines but the natural gas can be pre-bought at a discount through CenterPoint. Brunette provided information on natural gas use for the Courthouse, Department on Health and Aging and Law Enforcement Center buildings to CenterPoint and clarified that the heating system at the Courthouse will be changed this summer. The representative from CenterPoint will review the information and get back to Brunette on what kind of a savings the County could recognize from working with their company. Brunette states she will also discuss this matter with Corporation Counsel to be sure all legal aspects are in order and will then bring figures to the next Committee meeting.

Update on courthouse exterior – front balconies:

Brunette states she has contacted the State Historical Society to ask if they could be of any assistance with the Courthouse balcony problems. The State Historical Society responded that they received Brunette's email and will mail their comments. The State Historical Society does have a preservation architect on staff so hopefully they can provide some assistance. Due to funding previously received by the county for being a National Historic Designation, the county does need to follow requirements in handling this issue. The plans to repair the balconies will need to be reviewed by the State Historical Society and approved before the department can proceed. Brunette notes the funding for the National Historic Designation has been used on previous projects. Brunette states she will continue to update the committee as information becomes available.

Reorganization of Solid Waste/Buildings & Grounds Committee structure and recording secretary duties:

Brunette states with the pending reorganization of committees, this will leave Buildings & Grounds as a stand-alone committee. In the past, the LRES secretary took minutes for these meetings but this position will soon be vacant and no other support staff is available to help at this time. For now, Brunette is thinking of using a recorder to tape the meetings, in which she will transcribe after the meeting and send out the transcribed minutes with the next agenda. Discussion held. Fried asks Brunette to speak with Labor Relations on this issue since Brunette's time is more valuable than transcribing a tape. The committee agrees this should be looked into further for a better option. Discussion held on the possible use of an LTE.

University of Wisconsin – Extension space request and Rhinelander-Oneida County lease agreement:

Brunette states the Land and Water Conservation Department has moved back to the Courthouse. Brunette has extended an offer to UW-Extension department head Erica Brewster to see if they wanted any Buildings & Grounds staff to assist in helping UW-Extension staff move into the newly vacated offices. Brewster states she first wants the air quality issues resolved before moving. Currently, Brewster is located in a poorly ventilated area that was never intended to be an office space. Brunette provided the committee with a list of space issue requests from the UW-Extension department; Brunette asked Brewster to work with members of the Conservation and UW-Extension Committee to prioritize the requests. Review and discussion held on UW-Extension's space need requests from a year ago which were approximately an additional 250 square feet. Their requested needs have increased since then, even with Land and Water Conservation vacating the premises. The lease agreement with the airport has been pending the outcome of the CDC and State investigation of the air quality issues. Discussion followed on possible duplication of services with other organization such as Nicolet College or other county departments. Further discussion included possible changes in members of committees as the County Board reorganizes at the April 15th meeting and possible cost/benefit ratio on services provided.

Closed session:

Motion by Holewinski and seconded by Sorenson to adjourn into closed session pursuant to Section 19.85(1)(d), "Considering strategy for crime detection or prevention".

(Topic: Courthouse Security Expansion)

Roll call vote: Sorenson, Oettinger, Holewinski, Fried, Martinson

Staff present during closed session: Brunette, Stefonek

Return to open session:

Motion by Holewinski to return to open session at 10:43 a.m. Second by Sorensen. Roll call vote taken with all voting in the affirmative. Motion carried.

Announcements from closed session:

No actions or decisions were made in closed session.

Non-budgeted item requests:

None

Public comment:

None

Items for next agenda:

Compost screening
Election of Vice Chairman
2014 purchase orders

Scheduled future meeting date(s):

April 21, 2014 at 9:00 a.m.

Adjournment:

Motion by Fried to adjourn. Second by Sorensen. All members present voting 'Aye'. Motion carried. Meeting adjourned at 10:55 a.m.

Billy Fried
Committee Chairman

Jennifer Lueneburg
Committee Secretary