

Jefferson County Solid Waste Committee

Jefferson County Courthouse
311 S. Center Ave., Room C1021
Jefferson, WI 53549

Minutes

January 10, 2024 – 10:30 A.M.

1. **Call to Order** – Meeting was called to order at 10:30 a.m. by Vice Chair Anita Martin.
2. **Roll Call (Establish a Quorum)** – Committee Members: Martin, Callan, Preuss and Groose. Staff Present: Elsner and Buchholz. Danielle Thompson, Corporation Counsel and Michael Luckey, Assistant to the County Administrator were also present. Joe Hackbarth, Deer Track Landfill & Stacy Winkelman, City of Watertown, were present by Zoom.
3. **Certification of Compliance with the Open Meetings Law** – In compliance
4. **Approval of the Agenda** – Motion by Callan, seconded by Preuss, to approve the agenda as printed. 4-0; approved.
5. **Public Comment** - None
6. **Election of Committee Chair and/or Vice Chair** – Motion by Callan, seconded by Preuss, to nominate Martin for Chair. Nomination accepted. 4-0, approved. Motion by Grosse, seconded by Preuss, to nominate Callan as Vice Chair. Nomination accepted. 4-0, approved.
7. **Approval of Minutes – November 8, 2023, Solid Waste Committee Meeting** – Motion by Martin, seconded by Callan, to approve November 8, 2023, Solid Waste committee meeting minutes as printed. 4-0, approved.
8. **Communications** – None
9. **Departmental Update** – Buchholz provided the committee with a short update. In December roughly 100 letters to previous donors, charitable organizations, and local businesses were mailed. We have received 6 donations to date for a total of \$1,800. The 2023 Grants for the Clean Sweep (ag & HHW) and Unwanted Prescription Drugs have been closed out. Currently working on the electronics final reporting which is due February 1.
10. **Discussion on Wisconsin Department of Natural Resources Air Quality Presentation – January 25, 2024** – Buchholz stated that the Air Quality Presentation has been scheduled for January 25, 2024, at the Extension Jefferson County Office. Callan asked how it was being publicized. Buchholz stated that a short news release will be sent to local media contacts and Facebook posts will be made. Martin asked for the Facebook posts to happen soon.
11. **Discussion on Solid Waste Departmental Budget** – Buchholz stated that a copy of the 2023 budget was included in the agenda packet. One invoice from 2023 is not reflected in the Purchase Care and Services line item. Total cost of Clean Sweep Events for 2023 was \$100,497.95. We are still waiting for the grant payments (approximately \$15,000) and the Landfill host fees which we usually get in early February after the landfill closes out 2023. Depending on the amounts received, we will either break even or be slightly over budget.
12. **Update from Deer Track Park Landfill (Joe Hackbarth)** – Hackbarth provided the committee with a general update on the landfill. He stated that tonnage was up in 2023 and specifically host fee funds. He also noted that they are required to submit an annual report to the State. The annual report will

be completed in late March/early April. The committee asked for a summary of the report as well as a copy of the annual report for their May meeting.

13. Update from Waste Collection Partners – No updates provided.

14. Discussion and Possible Action on 2024 Clean Sweep/Electronics & Appliance Recycling/Tire Recycling events – Buchholz handed out a draft copy of the 2024 event dates. She noted that the October 26 date is not confirmed. All other dates are confirmed. Buchholz will email out the brochure to committee members and update website, etc. once all 2024 dates are finalized. Martin noted that with the change of location for the Spring Clean Sweep event, that needs to be highlighted and publicized due to participants history of attending at the Fair Park location. The committee also asked if advertising signs would be used again this year. Callan stated that the feedback she received is that the signs were too small to read when driving by. Discussion occurred. Elsner stated that the office can research the cost difference as well as number of signs and present the findings at the next meeting.

15. Discussion on Updating the Jefferson County Solid Waste Management Plan – Buchholz reported that Matt Zangl reached out to the company that helped update the County Comp Plan and Farmland Preservation Plan. They have not done a Solid Waste Management Plan before, but it could be done. They would need more information to formulate an approximate cost. Buchholz reached out to Walworth County. They did not update their 1994 Comprehensive Solid Waste Plan because there was enough flexibility in the growth recommendations. They did do an internal staffing review, which included a survey of all Walworth County municipalities, that resulted in a 5-year implementation strategy for some of the lines of effort outlined in the comprehensive plan. Buchholz also noted that staff time will be limited on this project, especially for the next few months with the retirement of Deb Magritz. Hiring a consultant would be ideal situation. Staff may be able to work on a small update, but availability will be limited.

Callan stated that her understanding from the last meeting was that they were to look at the plan and see what needed to be updated. They were not thinking of a full-blown plan update. Look at recommendations and see what makes sense. Martin stated that was also her understanding to look at the plan to enhance the solid waste program. Elsner stated that the type of changes and number of changes would determine if a consultant was necessary. The committee would like a copy of the current Solid Waste Plan. The office will print copies and distribute them to them at County Board next week. This should be an agenda item at the next meeting in March. The committee asked Buchholz to share the link for the Walworth County plan. Martin also asked if we were part of the SWANA group and if they had resources. Buchholz stated that we were a member, and she would be attending their conference in February.

16. Discussion and Possible Action on future Meeting Dates and Possible Agenda Items – Discussion and Possible Action on Jefferson County Solid Waste Management Plan, update from the conference, cost of signs for Clean Sweep, review/feedback of air quality presentation, logistics for April Clean Sweep events (who is working).

17. Next Solid Waste Committee Meeting - Wednesday, March 13, 2024, at 8:30 A.M.

18. Adjourn – Motion by Preuss, seconded by Goose, to adjourn the meeting at 11:11 a.m. 4-0, motion passed.