



Jefferson County Solid Waste/Air Quality Committee

September 18, 2015 - 8:00 a.m.

Jefferson County Courthouse – Room 203

311 S. Center Avenue, Jefferson, WI 53549

Members: Don Reese-Chair, Kirk Lund-Vice Chair, Laura Payne-Secretary, Ron Buchanan and Gregg Patrick

Staff: Rob Klotz and Sharon Ehrhardt

1. Call to Order
2. Roll Call (Establish a Quorum)
3. Certification of Compliance With the Open Meetings Law
4. Review the Agenda
5. Communication
 - a. Debris Management Plan
6. Public Comment
7. Approval of Minutes – June 5, 2015
8. Discussion with Possible Action-E-Waste Collections – Steve Pfeiffer, URT
 - a. Ehrhardt Discussion on Costs for Sites: Waterloo, Watertown, Ixonia, Jefferson, Fort Atkinson
 - b. Group Contract – Ixonia
 - c. Brainstorm Solutions – Waterloo, Watertown, Ixonia, Jefferson and Fort Atkinson
9. Discussion with Possible Action-Clean Sweep Summary
 - a. August 22 – Clean Sweep Event
 - b. September 19 – Clean Sweep Event
 - c. October 2 – Clean Sweep Event
 - d. Drugs
 - (1) Pails and Ziploc Bag Dispensers
 - (2) New Drug Poster
 - (3) Recognition for Both Health Departments for Clean Sweep Support and Help
10. Discussion with Possible Action-Update, Deer Track Park Landfill with Don Smith
11. Discussion with Possible Action Changes to the Donation Letter
12. Ehrhardt, Discussion Newspaper Ad – Drugs, Latex Paint, E-Waste
13. Ehrhardt, Discussion 2016 MOU (Memorandum of Understanding)
14. Ehrhardt, Discussion DATCP 2016 Grants
15. Discussion with Possible Action-Budgets 2015 and 2016
16. Upcoming Meeting Dates, Landfill Tour, and Possible Agenda Items.
17. Adjourn

A Quorum of any Jefferson County Committee, Board, Commission or other body, including the Jefferson County Board of Supervisors, may be present at this meeting.

INDIVIDUALS REQUIRING SPECIAL ACCOMMODATIONS FOR ATTENDANCE AT THE MEETING SHOULD CONTACT THE COUNTY ADMINISTRATOR 24 HOURS PRIOR TO THE MEETING AT 920-674-7101 SO APPROPRIATE ARRANGEMENTS CAN BE MADE.



Jefferson County Solid Waste/Air Quality Committee

Minutes

June 5, 2015 - 8:00 a.m.

**Jefferson County Courthouse – Room 203
311 S. Center Avenue, Jefferson, WI 53549**

Members: Don Reese-Chair, Kirk Lund-Vice Chair, Laura Payne-Secretary, Carlton Zentner and Ron Buchanan

Staff: Rob Klotz and Sharon Ehrhardt

1. Call to Order

Meeting called to order at 8:05 a.m. by Reese

2. Roll Call (Establish a Quorum)

Committee members in attendance at 8:05 a.m. were Reese, Buchanan, Lund and Payne. Zentner arrived at 8:15 a.m. Staff members in attendance were Ehrhardt & Klotz. Guests in attendance Vic Karaliunas, Recycling Manager-Ixonia Transfer Station; Rick Schultz, Superintendent-City of Watertown Street Department; Don Smith, Manager-Waste Management Deer Track Park Landfill; Nora Brennan-TJM Innovations; Rudy Bushcott, Assistant City Engineer-Fort Atkinson; Bill Pinnow, Engineer City of Jefferson; Steve Pfeiffer, Account Manager-URT Janesville; Brian Lamers, CPA-Finance Director; Ben Wehmeier-County Administrator

3. Certification of Compliance With the Open Meetings Law

Klotz stated that the Solid Waste/Air Quality Committee complied with open meetings law requirements.

4. Review the Agenda

Reese suggested that we place Items 7 and 8 first so after the discussion people could leave if they had too.

5. Public Comment

Reese had everyone in attendance introduce themselves and state where they were from.

6. Approval of Minutes – March 20, 2015

Motion by Buchanan, seconded by Lund to approve the March 20, 2015 minutes as presented.

Motion carried 4-0.

7. Discuss with Possible Action-E-Waste Service Agreement – Steve Pfeiffer, URT

Ehrhardt gave background information about our electronic collections and how we contacted with URT in 2010. A copy of the URT contract and electronic cost sheet was handed out to the Committee. Pfeiffer gave information about the electronics law and the manufactures credits and how the markets have affected the e-cycle business. Pfeiffer also explain that the only operational CRT glass furnace is in India. He expects that furnace will close in the next 18 months. They can also send some CRT glass to a tile manufacturer in Spain. URT has to pay all the shipping and handling to have it recycled. CRT glass is in old TVs and monitors and this glass has lead in it which makes it a hazardous product and is handled accordingly. URT is proposing to charge of 7 cents a pound for TVs and 5 cents a pound for monitors. Sites that have URT drop containers will be charged \$100 a pickup. Ehrhardt asked if sites that don't have containers if they will be charged a pickup charge and Pfeiffer said no. Ehrhardt also asked if any of the other electronics or appliances would have a charge and Pfeiffer said

no, they would continue to take them free of charge. He again stated they would only be charging for TVs and monitors. Klotz suggested to the Committee because our budget could not sustain an additional cost of 50 to 60 thousand dollars or more a year to pay for TV's and monitor recycling that maybe the program can be continued by the municipality if they want a program. Another suggestion was to start charging for TV's and Monitors at the sites. Ixonia does charge residents for using their site but the other sites are not set up to charge nor do they have the staff to collect and handle money. Schultz, Bushcott, Pinnow and Karaliunas all said that the program was very successful with their residents and did not want to discontinue the program if they could find a way to cover the costs. No one at this time is set up to charge for TVs or monitors as the residents drop them off. They are afraid that if they start charging resident when they bring them to a site that on a Monday morning they will find lots of TV's and monitor at their gates. They will all have to go back to their communities and try to work out a solution. Ehrhardt will work with the communities if they request her help. The fifth site Waterloo was not at the meeting. Zentner made the statement that we have been advertising and educating residents to bring the electronics to the sites for the last six years and it would be difficult to stop the program now. Zentner also stated that we are going to have to start a fee and do newspaper ads about the program and fees so our residents understand the program.

Rob suggested to the Committee because everyone is in the middle of their budget cycle and we do have extra money in our Clean Sweep carryover fund that we pay for the TV and monitor recycling until the first of the year. By doing that we would be giving the municipality's time to work out a solution to the problem.

Wehmeier and Klotz talked about in years to come we might have to add this program to the tax level, but at this time in isn't in the plans. Klotz asked if it was possible to add a cross the board user tax to pay for the program. Wehmeier response was that it would have to be investigating before something like that could happen. Schultz explained how his utilizes user fee works in Watertown.

Pfeiffer praised Jefferson County for the recycling programs we have established and how well they executed. Pfeiffer said he didn't think any other County does the job that Jefferson County does. URT wants to continue to work positively with Jefferson County and its electronics and appliance recycling.

Kirk Lund made a motion to sustain the electronic recycling program until January 1, 2016 and Laura Payne second the motion. The motion carried 5-0.

Smith suggested that we draft a plan on how we want to sequence the electronics program; example would be news releases and radio announcements.

Lund and Payne had to leave the meeting at 9:45 a.m.

8. Discuss with Possible Action-Clean Sweep Summary

a. April 11, 2015 Invoice for HHW, Ag and Drug

Ehrhardt explained the invoice items that had increased; labor was up \$3,000 and lab packed chemical were up by 16,000 pounds. Cost of the Clean Sweeps; Household \$33,827.70 and Ag \$7,239.30 bring the total cost to \$41,067.00. We were over budget by \$21,067. Klotz asked Lamers to explain our budget and how much money we have in our carry over. The estimated carryover is about \$255,829.22. Klotz explained that we could continue the year's

Clean Sweep event because of the carryover, but would have to watch the events for the rest of year. Smith brought his 2015 estimated forecast of \$64,342.02 for the landfill host fees. The committee members agreed to continue with the Clean Sweep events for Watertown, Whitewater and capping Fort Atkinson at 100 maybe a little more.

b. *Chemicals*

More chemicals were brought to the Jefferson Clean Sweep that ever before for a total of 16 thousand pounds. The normal amount of chemicals is between 3-6 thousand pounds. The reason for this increase was because we added latex paint to the event. Residents not only brought their paint, but the chemicals too.

c. *Paint – Nora Brennan, TJM Innovations*

TJM collected 2146 gallon cans of paint at the Jefferson Clean Sweep. They processed all but 429 gallons that were unusable do to contaminations or just bad. Nora suggested we change the way we unload the paints from the cars. Brennan said unload paint last and TJM will unload it. Schultz said that he can set up the site that paint is unloaded last. Brennan suggested more education to residents about what paints cannot be used and empty cans should not be brought. TJM also can't take latex stains so if they bring them they need to dry it out, but oil based stains Veolia can recycle.

d. *Drugs*

(1) *Supplies-pails and zip lock bags*

Ehrhardt asked the Committee if she could buy pails for Sheriff's Office and Police Departments for inhalers and mercury. The Departments also asked if she could get Ziploc bag dispensers. Ehrhardt checked with DATCP and this cost would be covered with our grant amount. Klotz asked about getting drug drop-off container for Waterloo Police Department. Waterloo declined a container, but UW-Watertown requested one and there is a possibility the Jefferson and Johnson Creek Departments might want one. The Committee said she should get the pails and because it was grant supplies they didn't need a motion.

e. *Tires*

We collected \$425 at the April 11 Clean Sweep for tire disposal. The cost of tire disposal was \$361.24. The disposal cost was cover plus we were ahead by \$63.76. We collected 1.83 ton of tires.

Discuss with Possible Action-Update, Deer Track Park Landfill with Don Smith

a. *Avian Flu – Possible Chicken Disposal*

There were three sites in Jefferson County. DATCP and DNR composted on sites. The sewer plants would have stopped Smith from bringing leach aid. They will not take chickens or garbage from those three sites. Waste Management is working on a protocol for taking infected birds, but Smith thinks his sites wouldn't be taking any birds in the future.

9. Ehrhardt, Update, Final DATCP Grant Award.

Ehrhardt explained to the Committee that we were awarded extra funds of \$2,500 for the witness burn fee and \$824.25 in agricultural disposal subsidies. Our Clean Sweep grant check was \$29,705.21 for 2014.

10. Ehrhardt, Update, DNR E-Cycle Meeting

Ehrhardt and Schultz attended the E-Cycle meeting together. At the meeting manufactures, collectors and recyclers were represented. Senator Miller who wrote the bill was also in attendance. The biggest concerns were that the markets for metals and plastic have dropped and only two places in the world that take CRT glass. Senator Miller plans on tweaking the bill so there a better playing field between manufacture credits and recyclers. 75 people attended the meeting.

Schultz added that he was going to do a test project with John's Disposal using crushed glass with his

road mix. The glass he would be using would be unleaded from the electronics.

11. Discuss with Possible Action-Budget 2016 and County's Contribution to the Clean Sweep Program

Wehmeier and Lamers said that at some time there might be a need to add the Clean Sweep Program into the tax levy. They didn't think at this time it was necessary, but in the future and maybe the 2018 or 2019 tax budget. Klotz said to keep the budget on the agenda until the county budget was passed. Klotz said without the landfill host fee we would have the program we have.

Smith said the host fee for 2015 is on target, but reminded the Committee that the host fees do rise and fall because they are market driven.

12. Ehrhardt, Update from the Pharmaceutical Waste Working Group and Department of Justice Drug Collections.

Ehrhardt said the transition for the Clean Sweep program disposal to the Wisconsin Department of Justice disposal was not a problem. The Sheriff's Office and Police Departments supported the new disposal direction. We will have to do more education on how we want the residents to handle the drugs. Take the pills out of their containers and place in sandwich size zip lock bags. Place the empty contains in their home recycling bins. Keep liquids in original containers, but tape the top; place in a plastic bag or wrap in plastic wrap. Ehrhardt attended the Chief's meeting with Danielle Long-WIDOJ. Long did a presentation for the Chief's on what is expected and what can or cannot be disposed of through the program. Inhalers, mercury and sharps cannot be placed in the WIDOJ disposal boxes. Ehrhardt said that the Clean Sweep program can dispose of the inhalers and mercury, but the sharps need to go to the Jefferson County Health Department or the City of Watertown Health Department. Ehrhardt said she would get pails for the Departments so when a pail is full she can take it to a Clean Sweep. The Sheriff and Ehrhardt will be attending another PWWG meeting the week of June 15th.

13. Discuss with Possible Action-City of Watertown Health Department-Solid Waste at County Fair

Ehrhardt asked the Committee if she should set up a booth with the City of Watertown Health Department at the Jefferson County Fair and the Committee said yes.

14. Correspondence – May 7, 2015 Letter from State Senator Janis Ringhand

Ehrhardt explained that Senator Janis Ringhand replied to our concerns about the RU (responsible unit) grants. The Committee acknowledged that the reduction in RU grants hurts the local municipalities recycling programs. Schultz explained how it will affect the City of Watertown. Schultz and Karaliunas both think that within the next 2 years there will no longer be any RU grants.

15. Upcoming Meeting Dates, Landfill Tour, and Possible Agenda Items.

The next meeting will be at Deer Track Park Landfill with a meeting first and tour after the meeting.

The date of the meeting is August 21, 2015 at 8:00 a.m., Deer Track Park Landfill office.

The next Clean Sweep is August 22, 2015 at Fort Atkinson Public Works Department.

16. Adjourn

Buchanan made a motion to adjourn the meeting at 10:55 a.m. and Reese seconded the motion.

Motion carried 3-0

Laura Payne - Secretary

DEBRIS MANAGEMENT PLAN



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JEFFERSON COUNTY

APRIL, 2015

Table of Contents

Table of Contents	3
I. Purpose	5
II. Situation and Assumptions	5
Situation	5
Assumptions	6
III. Concept of Operations	7
Agencies	7
Pre-Incident Staging	7
Post-Incident Immediate Decision-Making	7
Debris Disposal General Guidelines	8
Contracting Considerations	9
Labor Rules in a Disaster Declaration	10
Contract Rules During a Disaster Declaration	10
Documentation	11
Volunteer Labor Credit	11
Debris Monitoring	11
IV. Legal Authorities and References/Resources	12
V. Roles and Responsibilities	14
Appendix A: Acronyms	18
Appendix B: Resources	19
Governmental Agency Contacts	19-20
Electric Utility Contacts	20
Telephone/Cable Utility Contacts	21-22
Gas Utility Contacts	22
Tree Removal Contractors	23
Debris Removal Contractors	23
Waste Haulers and Disposal Contractors	23
Appendix C: XYZ County Agreements	24
Appendix E: Right of Entry/Hold Harmless Agreement	34
Appendix F: Wisconsin Disaster Fund Administrative Plan	36

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Jefferson County Debris Management Plan

I. Purpose

The purpose of the Jefferson County Debris Management plan is to:

- Facilitate and coordinate the removal, collection and disposal of debris following a disaster;
- Mitigate against any potential threat to the health, safety and welfare of the impacted citizens;
- Expedite recovery efforts in the impacted area;
- Address any threat of significant damage to improved public or private property;
- Complete actions in a manner that follows all legal requirements and environmental best practices;
- Create a plan for each disaster that finds the best balance between the desire to quickly remove the debris while minimizing the cost to taxpayers (i.e., maximizes potential reimbursements from federal and/or state grant/aid programs).

II. Situation and Assumptions

Situation

- Natural and manmade disasters precipitate a variety of debris that include, but are not limited to:
 - Vegetative: wood waste from downed trees and brush
 - Construction and Demolition (C&D):
 - Concrete, bricks, building stone and block
 - Metal roofing, siding and other metals (including appliances/white goods)
 - Glass, asphalt and fiberglass roofing, carpeting and pad, insulation, PVC piping, siding, drywall, plaster
 - Personal items such as clothing and furniture
 - Hazardous wastes
 - Paints, solvents, fuels and pesticides
 - Asbestos siding, flooring, roofing and insulation
 - Lead

- The quantity and type of debris generated from any particular disaster will be a function of the geographical location, nature of the incident, magnitude, duration and intensity.
- The quantity and type of debris generated, its location and the size of the dispersal area will have a direct impact on the type of collection and disposal methods used to address the debris problem, associated costs incurred and how quickly the problem is addressed.
- In a major or catastrophic disaster, the county and local governments will have difficulty with locating adequate staff, equipment and funds to devote to debris removal in the short- and long-terms.

Assumptions

- A natural disaster that requires the removal of debris from public or private lands and/or waters could occur at any time.
- The amount of debris resulting from an incident could exceed the local government's ability to dispose of it using "normal" collection and disposal methods/procedures.
- If the disaster is of significant magnitude, the Governor of Wisconsin will declare a state of emergency that will authorize the use of state resources to assist with the removal and disposal of debris. If federal resources are required, the Governor would request a Presidential Disaster Declaration through the Federal Emergency Management Agency (FEMA), a process which could take several weeks to complete.
- Private contractors will play a significant role in the debris removal, collection, reduction and disposal process.
- The debris management program implemented by the local government will be based on the waste management approach of reduction, reuse, reclamation, resource recovery, incineration and land-filling.

III. Concept of Operations

Agencies

Primary Agencies: Jefferson County Highway Department
Jefferson County Solid Waste Department
Jefferson County Emergency Management
Municipal Public Works Departments

Support Agencies: Wisconsin Department of Natural Resources (DNR)
Jefferson County Land Information Department
Jefferson County Public Information Officer (PIO)
Jefferson County Corporation Counsel

The Jefferson County Highway, Solid Waste and Emergency Management Departments, with the assistance of the Wisconsin Department of Natural Resources (DNR), Jefferson County Land Information Department and the affected municipal Public Works Departments are responsible for the debris removal function. All of the designated support agencies, utility companies, waste management firms and transport companies and other agencies requested to assist will work in conjunction with the primary agencies to facilitate debris clearance, collection, reduction and disposal following a disaster. The County Highway Department and municipal Public Works Departments will be responsible for removing debris from the public right-of-way. Only when pre-approved and it is deemed in the public interest will debris be removed from private property.

Pre-Incident Staging

Prior to or immediately following an incident, departments may be asked to stage resources (e.g., personnel, equipment, supplies) in strategic local and/or regional locations to protect the equipment from damage, preserve the Jefferson County Board of Supervisors Chairperson flexibility for deployment and to allow for the resources to begin work immediately after the disaster.

Post-Incident Immediate Decision-Making

The Jefferson County Board of Supervisors Chairperson will decide if waste can be co-mingled with regular waste or if Federal Emergency Management Agency (FEMA)/Wisconsin Emergency Management (WEM) rules for segregating disaster debris will be implemented. Note:

- If there is the possibility of aid from FEMA (Stafford Act disaster declaration) or the State of Wisconsin (Wisconsin Disaster Fund), it is

strongly recommended that the segregation of waste streams be implemented even if this increases the time and costs of debris removal. FEMA and WEM require that waste is picked up and transported using separate resources (i.e., personnel, trucks) from the removal of non-disaster-generated trash if an eligible community is to be eligible for reimbursement for their debris removal costs.

- The Public Information Officer (PIO) should create and release messages immediately if debris is to be segregated.

Debris Disposal General Guidelines

After a debris-generating disaster, the following guidelines should be followed:

- Clean soil (unpainted, untreated and not contaminated with fuel, oil or other contaminants), brick, building stone, concrete, asphalt and unpainted/untreated wood may be disposed of without Wisconsin Department of Natural Resources (DNR) approval as long as the site(s) selected do not impact surface waters, wetlands, floodplains and critical habitat areas. **The preferred site in Jefferson County is the.**
 - Communities may consider offering clean wood waste for use as firewood and stockpile clean brick, building stone, concrete and asphalt for crushing and reusing in future building projects.
- Metals are easily recycled and therefore should be stockpiled and hauled to a scrap metal recycler.
- Drywall, plaster, carpeting, roofing and other types of construction and demolition that cannot be recycled requires disposal in a locally-licensed landfill or an approved one-time disposal site. The Jefferson County Deer Track Park Facility is the designated, approved landfill for this type of waste.
- Hazardous waste and asbestos require special handling for proper disposal.
 - Jefferson County Solid Waste Department has a processes and resources in place to organize a household hazardous waste (HHW) collection.
 - Asbestos and lead need to be removed and disposed of properly. The Wisconsin DNR Regional Waste or Air Management Specialist can assist with planning should this be necessary.

If the disaster situation seems to indicate selecting the "open burning" option, the county will work with the DNR to complete a full plan and acquire the necessary permissions and permits to execute the plan, prior to mobilizations and implementation. Note that to be considered for an open-burning permit from the DNR, the following conditions must be met:

- A wood burn site must be available for collection, storage and burning of brush and wood. It must be located away from urban areas to avoid creating a health hazard or a nuisance condition. The DNR uses their licensed wood burn site location setback requirements (i.e., ¼ of a mile) to the nearest residence as guidance.
- Only clean wood, trees and brush can be burned.
- The use of accelerants (e.g., gasoline/petroleum products, solvents) is prohibited.
- Following the wood burn, ashes and unburned debris must be removed from the burn site and disposed of at a licensed landfill.
- Burning must be conducted in a safe, pollution-free manner when wind and weather conditions are such to minimize adverse effects and in conformance with local and state fire protection regulations.

Multiple Temporary Debris Staging and Reduction (TDSR) sites will not be used in Jefferson County; all debris will be moved to the XXXXX in (location). If there is debris that cannot/should not be disposed of at the XXXXX (e.g., hazardous materials, recyclables), the materials will be off-loaded from the initial transporter into a designated area at XXXXX and then sorted, packed and shipped to the final destination.

Contracting Considerations

Because of the limited quantity of resources and service commitments following a disaster, there may be a need to rely on private contractors to remove, collect and manage debris for reuse, resource recovery, reduction and disposal. Using private contractors instead of government workers for debris removal activities has a number of benefits:

- It shifts the burden of the governmental body conducting the work to the private sector, freeing up government personnel to devote more time to their regularly assigned duties.
- Private contracting also stimulates local, regional and state economies impacted by the storm, as well as maximizes the potential of the local governments' level of financial assistance from the state and federal government.
- Private contracting allows the county and its political subdivisions to tailor their contract services to their specific needs. The entire process (i.e., clearance, collection, transporting, reduction and disposal) or to just certain segments of the process.

The Jefferson County Emergency Management Resource Manual has a list of contractors that have the capability to provide debris removal, collection and disposal in a cost effective, expeditious and environmentally-sound manner.

Documentation

Disaster assessments for Public Assistance (PA) damages should begin as soon as safely possible and be concurrent with the damage assessment for individuals. PA assessments:

- Should include pictures with notations of the location (by address and/or GPS point, as possible)
- Should follow FEMA/WEM policies and procedures (see the Wisconsin Disaster Fund worksheets in Appendix F)
- Are provided to the county EOC for inclusion in the Uniform Disaster Situation Report (UDSR) and its updates over time.

Each agency participating in the debris management process is responsible for tracking its eligible costs and expenditures and reporting it according to the established schedule.

- The Jefferson County Highway Department has a process for tracking debris received:
 - The Finance Department has the capability of creating a special account codes that can be activated in a disaster to segregate the cost of disaster debris from normal waste.
 - Each delivery must be asked if their waste is disaster-generated or regular waste and be recorded appropriately.
 - Trucks are weighed using Highway Department procedures.

Volunteer Labor Credit

The value of volunteer labor hours may be used to offset the local match (75% federal, 12.5% state, 12.5% local) in a disaster declaration. Notes:

- Volunteers must be signed in by the unit of government that will be claiming the offset. Ensure that the agreement between the county and municipalities matches the sign-ins to maximize reimbursements. For example, a town should not sign-in volunteer debris pickers under their auspices if the county has agreed to fully cover the costs of debris removal. (Note the town staff can help the county by providing personnel for the sign-in process but the sheet should be headed by a line for Jefferson County.)
- Volunteers must be signed-in by name, address, job/duty assigned and time in and out. If any of these categories are missing there will be no value assigned to the labor and no credit given by FEMA.

Debris Monitoring

FEMA and WEM require debris monitoring procedures be implemented if disaster declaration (Stafford Act or Wisconsin Disaster Fund, respectively) reimbursement is sought for debris management costs.

- The debris monitoring function should be implemented as soon as

Labor Rules in a Disaster Declaration

Affected municipalities should ensure that they understand the reimbursement rules for using force account labor (contact the WEM Public Assistance Officer or refer to the Public Assistance Guide for more detail). In general, if you want reimbursement for force-account labor:

- They must be working exclusively on disaster operations
- They must be outside of their normal work hours (i.e., on overtime) and only the overtime is reimbursable.
- Note: to maximize reimbursements, you can use limited-term employees (LTEs) or contracted labor and all of their time working on eligible disaster activities is reimbursable.

Contract Rules During a Disaster Declaration

FEMA and the State of Wisconsin require competitive bidding for debris removal contracts after the first 72 hours (emergency work period) of the disaster. In general:

- FEMA/WEM require that a bid be open for 72 hours (or the local bidding interval requirement, whichever is longer) for interested parties.
- You do not have to choose solely on costs but costs should be a major factor.
- In accordance with 44 CFR Part 13.36(f)(4), cost plus percentage of cost contracts shall not be used. Use of such contracts may result in FEMA limiting the grant to an amount determined to be reasonable based on the eligible work performed.
- Contracts that are awarded by an applicant to debarred contractors are prohibited pursuant to 44 CFR 13.35 (i.e., no Federal funding can be awarded for eligible work completed).
- Time-and-materials contracts are the least preferred among contracts and they are typically used only for initial emergency work or when there are complex life-saving activities that are dependent on the removal of debris. FEMA generally limits reimbursement of time-and-materials contracts to the first 70 hours of actual work. The use of a time-and-materials contract for longer may impact the amount of reimbursement.
- Costs in Wisconsin tend to be higher than rates in other parts of the country. For cost schedules, you may use the Wisconsin Department of Transportation (DOT) rates or the FEMA schedule of rates (see resources list in this plan).
- You may choose to use resources that have gone through a regularly-scheduled competitive bidding process to be listed on the state or a local standing resources list without having to go through a new bidding process.

waste removal begins.

- Usually there is not a requirement that dedicated staff be constantly monitoring and checking portions of the debris management process but there is a requirement that trained staff randomly spot-check and document all phases of the removal process. All providers should be checked including private contractors and municipal resources, as long as they are working on eligible activities (i.e., you are not required to monitor private citizens or their contractors who are not working for government on public debris removal activities.) Ensure that you work with the WEM PA Officer on your plan prior to mobilizing resources and implementation.
- Monitors should be checking to ensure that:
 - Waste streams (general trash and disaster debris) are not commingled
 - There are no fraudulent activities occurring
 - Monitors should return all documentation to the Debris Manager at the end of the shift. Documentation should include notes and photographs of checks.
- The costs of monitoring should be included in cost-tracking reports, as it is also eligible for reimbursement.

IV. Legal Authorities and References/Resources

A. Legal Authorities

- Code of Federal Regulation – Title 44¹
- Robert T. Stafford Disaster Relief and Emergency Assistance Act²
- Office of Management & Budget Circulars³
 - OMB A-21: Cost Principles for Educational Institution
 - OMB A-87: Cost Principles for State, Local, and Indian Tribal Governments
 - OMB A-102: Grants and Cooperative Agreements with State and Local Governments
 - OMB A-110: Uniform Administrative Requirements for Grants and Agreements with Institutions of Higher Education, Hospitals, and Other Non-Profit Organizations
 - OMB A-122: Cost Principles for Non-Profit Organizations

¹ <http://www.gpo.gov/fdsys/pkg/CFR-2007-title44-vol1/content-detail.html>

² <http://www.fema.gov/robert-t-stafford-disaster-relief-and-emergency-assistance-act-public-law-93-288-amended>

³ http://www.whitehouse.gov/omb/circulars_default

- o OMB A-133: Audits of States, Local Governments, & Non-Profit Organizations

B. References/Resources

Federal

- FEMA Public Assistance ⁴
 - o **FEMA 321 Public Assistance Policy Digest - January 2008** - Easy-to-read, brief summary of Public Assistance program policies.
 - o **FEMA 322 Public Assistance Guide - June 2007** - Describes provisions and application procedures for Public Assistance program grants.
 - o **FEMA 323 Applicant Handbook - March 2010** - Questions and answers on how to apply for Public Assistance program grants.
 - o **FEMA 325 Debris Management Guide - July 2007** - Comprehensive guidance for community leaders in planning, mobilizing, organizing, and controlling large-scale debris clearance and disposal operations.
 - o **FEMA 327 Debris Monitoring Guide - Oct. 2010**
 - o **FEMA 329 Debris Estimating Field Guide - Sept. 2010**
- FEMA Schedule of Equipment Rates ⁵

State of Wisconsin

- Wisconsin DOT Schedule of Equipment Rates ⁶
- WEM – Wisconsin Disaster Fund Administrative Plan ⁷ (see Attachment 4)

Jefferson County

- Jefferson County Comprehensive Emergency Management Plan
- **Jefferson County Emergency Management Resources Manual**
 - o Tree Removal Contractors
 - o Debris Removal Contractors
 - o Waste Haulers and Disposal Contractors
- Jefferson County Directory

⁴ <http://www.fema.gov/public-assistance-local-state-tribal-and-non-profit>

⁵ <http://www.fema.gov/schedule-equipment-rates>

⁶ http://dnr.wi.gov/aid/documents/dolequiprates_standard.pdf

⁷ <http://emergencymanagement.wi.gov/recovery/assistance.asp#wdf>

- o Before activities begin, take ground and aerial photos of structures, fences, culverts and landscaping. Gather random soil and air samples as well as water samples from existing wells. Also check the site for hazardous materials. (*Operations*)
- o Ensure compliance with all environmental and historical preservation laws/regulations/policies. The County Planning and Land Conservation Departments are a useful resource for determining if there are archaeological, historical and/or environmental concerns in the proposed area of work. The Wisconsin DNR and State Historical Society are also resources. (*Planning*)
- o Develop scopes of work for public employees and contractors. (*Operations, Planning*)
- Secure all authorizations necessary for debris removal activities. (*Planning, Administration/Finance*)
 - o Review rights-of-entry and hold-harmless agreements. (*Administration/Finance*)
 - o Negotiate and document the responsibilities for funding debris removal activities between the county's Board of Supervisors Chairperson and affected municipalities. (*Debris Manager, Planning*)
- Plan for and manage needs for resources. (*Planning, Logistics, Administration/Finance*)
 - o Ensure that estimates plan for several both the immediate next operational period as well as for several operational periods in the future. (*Planning*) If a rotation of resources is needed, ensure that logistical arrangements (for travel, maintenance, resupply, public information) occur early enough to ensure the seamless and smooth transition from one phase/operation/resource to the next. (*Planning*)
 - o Evaluate, with the Jefferson County Board of Supervisors Chairperson, options for the use of volunteers, limited term employees or redirecting force-account personnel. Ensure that the Jefferson County Board of Supervisors Chairperson fully understands the rules and implications of his/her decision(s). (*Debris Manager*)
 - o Establish and maintain any facilities designated for debris management activities (e.g., food, office supplies, communication devices, equipment, personnel). (*Logistics*)
 - o Coordinate procurement of needed supplies through the County EOC including, as needed (*Logistics, Administration/Finance*)
 - Setting bidding requirements (*Administration/Finance*)
 - Advertising for bids (*Public Information*)
 - Instructing bidders (*Administration/Finance*)
 - Developing contracts (*Administration/Finance*)
- Remove debris from public property (*Operations*)

V. Roles and Responsibilities

I. ROLES

The Jefferson County Highway, Solid Waste and Emergency Management (EM) Departments and municipal Public Works Departments shall be responsible for debris management activities, in conjunction with other stakeholders including the DNR and WEM.

The Jefferson County Board of Supervisors Chairperson shall select a Debris Manager to supervise the Debris Management Team. Debris Management is an EOC-based activity and therefore:

- The Debris Manager is in a direct-reporting relationship to the Jefferson County Board of Supervisors Chairperson or designee (e.g., EM Director).
- As debris management activities impact the field Incident Command, the Debris Manager will coordinate activities and provide status updates to ensure full and timely information is provided to field responders.
- The debris management function will be managed in a manner consistent with Incident Command System (ICS) best practices. At the discretion of the Debris Manager, personnel and assignments may or may not be organized using a strict interpretation of the ICS. Regardless of the exact resource structure, all of the functions (e.g., operations, planning, logistics and finance) will be covered.

Debris Manager - The debris manager has overall responsibility for the operations, planning, logistics and finance functions of the debris management activities under the Jefferson County Emergency Operation Center (EOC). The Debris Manager shall ensure that all of the following considerations are considered in the planning and implementation phases of clean-up:

Considerations

- Develop debris removal priorities (*Debris Manager, Operations, Planning*)
 - o This should be done in conjunction with the Jefferson County Board of Supervisors Chairperson and the field Incident Commander (*Debris Manager, Operations, Planning*) Final prioritization should consider technical, safety, political, logistical and fiscal implications and should be incorporated into the debris management plan. (*Planning*)
- Develop strategies for debris removal (*Operations and Planning*)

- o Ensure adequate management to ensure safe and efficient operations (*Safety, Operations*)
- o Activate the monitoring/compliance of debris management operations (*Operations*)
- o Ensuring all debris is transported to its disposition site(s) (*Operations*)
- o Photos, maps and sketches of operations will be updated as needed (*Planning*)
- Recovery Activities (*All positions*)
 - o Document all activities and costs for debris removal activities and remit paperwork to the County EOC. (*All positions*)
 - o All resources will be checked, maintained and returned to inventory, as applicable. (*Safety, Operations, Logistics*)
 - o Upon completion of debris removal mission, the final testing of soil, water and air quality will be taken and compared to the first readings taken. All ash will be removed and any remediation actions will be taken. (*Operations*)

Public Information - The Public Information Officer (PIO) is responsible for providing information and guidance to the public regarding debris management activities. The PIO's duties include development of informational bulletins, hotline responses, radio and television announcements and newspaper notices. The PIO may work from the Emergency Operations Center (EOC) and/or from a Joint Information Center (JIC). *Templates of messages can be found in the Pre-Scripted Public Information Manual* and should provide information that:

Can help expedite the cleanup process includes:

- Segregating hazardous waste.
- Placing debris at the curbside.
- Keeping debris piles away from fire hydrants and valves.
- Reporting illegal dumping.
- Segregating recyclable materials.

Inform the public on debris removal activities such as:

- Debris pick-up schedules.
- Location of sites.
- Disposal methods and compliance with EPA Regulations.
- Restrictions and penalties for illegal dumps.

Answer questions such as:

- What if I cannot pay for debris removal from my property?
- What if I am unable to bring the debris to the curb for pickup?

Appendix A: Acronyms

C&D	Construction and Demolition
CEO	Chief Elected Official
DNR	Department of Natural Resources
DPW	Department of Public Works
EM	Emergency Management
EOC	Emergency Operations Center
EOP	Emergency Operations Plan
EPA	Environmental Protection Agency
FEMA	Federal Emergency Management Agency
GIS	Geographic Information Systems
GPS	Global Positioning System
HazMat	Hazardous Material(s)
HHW	Household Hazardous Waste
ICS	Incident Command System
JIC	Joint Information Center
PA	Public Assistance Program
PIO	Public Information Officer
TDSR	Temporary Debris Staging and Reduction (sites)
UDSR	Uniform Disaster Situation Report
WEM	Wisconsin Emergency Management
WI	Wisconsin

17 Jefferson County Debris Management Plan
For Official Use Only

Appendix B: Resources

This section has a list of the most useful resources needed by the Debris Manager. It is not comprehensive. If additional resources are needed, request the County Emergency Operations Plan (EOP), County Directory (from the County Clerk's Office) and/or the County Resource Manual.

Governmental Agency Contacts			
Department Name	Contact Name	Address	Phone
Jefferson County GIS	Andy Erdman		920-222-9116
Jefferson County Highway Department	On Call Supervisor		920-674-7311
Jefferson County Solid Waste/Air Quality Committee	Sharon Ehrhardt		920-674-7430 920-988-7441
	Donald Reese		920-699-2143
Fort Atkinson DPW	Kent Smith		920-723-9577
Jefferson DPW	Bill Pinnow		920-728-5220
Lake Mills DPW	Paul Hermanson		920-723-4684
LJW Whitewater DPW	Greg Swanson		262-903-1136
Waterloo DPW	Gary Yerges		920-988-6084
Watertown DPW	Rick Schultz		262-753-3178
Whitewater DPW	Chuck Nass		262-903-9511
Village of Cambridge	Larry Olson		608-575-0349
Village of Johnson Creek	Lee Trumpf		920-605-0389
Village of Palmyra	Josh Gajewski		262-753-3178
Village of Sullivan	Dean Thom		920-397-0277
Town of Aztalan	Gene Olson		920-723-9436
	Joel Medenwaldt		920-650-6436
Town of Cold Spring	Mark Hoffman		262-215-0501
Town of Concord	Bill Ingersoll		414-313-2621
Town of Farmington	Don Reese		920-285-3584
	Tami Latach		920-650-1971
	Kevin Emrath		920-605-8333
	Scott Sukow		920-988-6531
Town of Hebron	Randy Thorman		920-723-1798
	Ronald Kutz		920-674-2319
Town of Ixonia	Perry Goetsch		920-263-7041
	Dennis Lille		
Town of Jefferson	Donaid Bigelow		920-563-9012 920-723-5901
Town of Koshkonong	Fred Walling		920-723-6394
Town of Lake Mills	Sarah Fitzgibbon		920-648-5857
Town of Milford	Jeff Ziebell		920-988-7786
Town of Oakland	Jeff Schael		608-235-6859
Town of Palmyra	Larry Kau		920-728-0496
Town of Sullivan	Paul Goeglein		414-899-8115

Town of Sumner	Glendon Rewoldt		608-295-4469 608-206-2368
Town of Waterloo	Dale Neupert		920-478-2981
Town of Watertown	Richard Gimler		920-285-4996 Cell
Wisconsin Emergency Management	Duty Officer		800-943-0003
Southeast Regional Director	Ben Schlesman		608-516-5282
Recovery Section Supervisor (Madison)	Robby Stoikes		608-242-3226
WI Disaster Fund Coordinator	Caryn Stone		608-242-3259
Wisconsin Department of Natural Resources			
Warden	Ryan Ellifson		920-728-0367
Regional Air Management Contact	Dan Nickolte		608-575-5632
Regional Spills (HazMat) Coordinator	Mike Schmoeller		608-576-0183 (Cell) 800-943-0003 24 Hr Hotline
Regional Waste Management Contacts			
Wisconsin Department of Transportation			
State Traffic Operations			414-227-2166
Wisconsin State Patrol DeForest Post			608-846-8500

Electric Utility Contacts			
Department Name	Coverage Area	Address	Phone
Lake Mills Light and Water Dept	City of Lake Mills		920-648-4026
Jefferson Water and Electric Dept	City of Jefferson		920-674-7717
City of Oconomowoc	City of Oconomowoc		262-567-4401
Waterloo Water and Light Commission	City of Waterloo		920-478-2260
WE Energies	Remainder of County		888-296-4937 800-292-7098

Telephone/Cable Utility Contacts			
Department Name	Coverage Area	Address	Phone
Charter (Telephone/Cable)	Town of Aztalan Town of Cold Spring Town of Concord City of Fort Atkinson Town of Hebron Town of Ixonia City of Jefferson Town of Jefferson Town of Koshkonong City of Lake Mills Town of Lake Mills Town of Milford Town of Oakland Town of Palmyra Town of Sullivan Town of Sumner City of Watertown Town of Waterloo City of Watertown Town of Watertown City of Whitewater		888-438-2427
Frontier North (Telephone)	Town of Aztalan Village of Cambridge Town of Ixonia City of Lake Mills Town of Lake Mills Town of Milford Town of Oakland Town of Sumner City of Watertown Town of Waterloo		800-921-8101
Riverside/FDS (Telephone)	Town of Aztalan Town of Concord Town of Farmington Village of Johnson Creek Town of Milford Town of Watertown		920-699-3411
Sage Telecom (Telephone)	Town of Aztalan Town of Cold Spring Town of Concord Town of Farmington City of Fort Atkinson Town of Hebron Town of Ixonia City of Jefferson Town of Jefferson Village of Lac La Belle Town of Milford Town of Oakland		888-449-4940

Sage Telecom (Cont'd)	Town of Sumner City of Watertown Town of Watertown City of Whitewater		
Wisconsin Bell (Telephone)	Town of Aztalan Town of Cold Spring Town of Concord Town of Farmington Town of Hebron Town of Ixonia City of Jefferson Village of Lac La Belle Town of Milford Town of Oakland Town of Sumner City of Watertown Town of Watertown City of Whitewater		800-924-1000
Centurytel (Telephone)	Town of Cold Spring Town of Concord Town of Farmington Town of Hebron City of Jefferson Town of Jefferson Town of Koshkonong City of Lake Mills Town of Palmyra Village of Palmyra Town of Sullivan Village of Sullivan		800-788-3600
MCI Metro (Telephone)	City of Jefferson City of Watertown		800-868-0457
Merrimac (Telephone)	City of Jefferson		608-493-9470
Metropolitan Comm (Telephone)	City of Fort Atkinson Town of Milford City of Whitewater		877-638-8351
Direct TV (Satellite)			
Dish Network (Satellite)			

Gas Utility Contacts			
Department Name	Coverage Area	Address	Phone
Wisconsin Power and Light Co (Alliant Energy)	Some areas of Cambridge		800-255-4268
WE Energies	Remainder of County		888-296-4937 800-292-7098

Appendix C: Jefferson County Agreements

Tree Removal Contractors			
Department Name	Contact Name	Address	Phone
Jefferson County Highway Department	On Call Supervisor		920-674-7311
Hooper Corporation	Brad Carter	2030 Pennsylvania Ave Madison, WI 53704	608-249-0451
Asplundh		5907 Municipal St Schofield, WI 54476	715-241-8733 800-248-8733
Wachtel Tree Science and Service		P.O. Box 716 Merton, WI 53056	262-538-1900
First Choice Tree Service	Ken Ottman		262-691-2217
CrossCut Services LLC	Nick Weisenel	214 S Washington St Watertown, WI 53594	920-988-9006
Two Guys Trimming	Jim Ganser	610 S Whitewater Ave Jefferson, WI 53549	920-674-6353
Rocky's Tree Service		N8462 Hustisford Rd Watertown, WI 53094	920-262-7420
R&R Tree Care		Watertown, WI	920-342-3621
Ground Hogs		122 Goede Rd Edgerton, WI 53534	608-931-3003

Debris Removal Contractors			
Department Name	Contact Name	Address	Phone
Universal Recycling Technologies (electronics and appliance debris)	Steve Pfeiffer Account Manager	2535 Beloit Ave, Janesville, WI 53546	608-314-8113 (work) 608-752-6479 (cell)

Waste Haulers and Disposal Contractors			
Department Name	Contact Name	Address	Phone
Veolia ES Technical Solutions, LLC (Hazardous Waste)	Mark Heal Jefferson County Clean Sweep Program Account Manager	WI124 N9311 Boundary Rd, Menomonee Falls, WI 53051	262-253-5833 (work) 262-225-4593 (cell)

Add other resources as needed

Appendix D: Jefferson County Purchase of Services Agreement

This document is the template used by the Purchasing staff (and pre-approved by the county's Corporation Counsel) for contracts for services. You will need to complete the blanks in the main form as well as complete Schedule A which details the services. Schedule A content should come from the scope of work.

**JEFFERSON COUNTY
PURCHASE OF SERVICES AGREEMENT**

RE:

THIS AGREEMENT made and entered into this ____ day of _____, by and between Jefferson County, hereinafter referred to as "COUNTY" (whether a department, board, or agency thereof), and _____, hereinafter referred to as "CONTRACTOR."

WITNESSETH:

WHEREAS the COUNTY, whose address is 311 S Center Avenue, Jefferson WI 53549, desires to purchase services from the CONTRACTOR for the purpose of _____; and

WHEREAS the CONTRACTOR whose address is _____, is able and willing to provide such services;

NOW, THEREFORE, in consideration of the above premises and the mutual covenants of the parties hereinafter set forth, the receipt and sufficiency of which is acknowledged by each party for itself, the COUNTY and the CONTRACTOR do agree as follows:

- 1. **TERM:** The term of this Agreement shall commence as of the _____ day of _____, and shall terminate as of the _____ day of _____, unless sooner agreed upon by the parties. In any event, the CONTRACTOR shall complete its obligations under this Agreement not later than the _____ day of _____, and upon its failure to do so, the COUNTY may invoke the penalties set forth in the bid specifications, RFP, or Schedule A. The COUNTY shall not be liable for any services performed by CONTRACTOR other than during the term of this Agreement.
- 2. **SERVICE TO BE PROVIDED:** CONTRACTOR agrees to provide the services detailed in the bid specifications, if any; the request for proposals (RFP) and the CONTRACTOR's

- 7. **TERMS OF PAYMENT:** The COUNTY will pay the CONTRACTOR for all the aforementioned work the sum of _____ (\$_____) upon satisfactory completion of the work and performance of this contract. All goods and services delivered prior to December 31st must be invoiced to COUNTY by January 31st of the subsequent year or the invoice will be subject to a 10% deduction for late billing.

- 8. **WISCONSIN LAW CONTROLLING:** It is expressly understood and agreed to by the parties hereto that in the event of any disagreement or controversy between the parties, Wisconsin law shall be controlling.

- 9. **ARBITRATION:**
 - A. This Agreement shall be covered by the laws of the State of Wisconsin.
 - B. Claims, disputes, and other matters in question between the parties to this Agreement arising out of, or relating to, this Agreement or the breach thereof shall be decided by arbitration in accordance with the Construction Industry Arbitration Rules of the American Arbitration Association then pertaining, upon the express written consent of all parties of this Agreement. In the event the parties proceed to arbitration, the proceedings shall be governed by the following:
 - 1) The American Arbitration Association shall submit a panel of five (5) arbitrators to the parties. The parties shall alternate strikes until one arbitrator remains who shall arbitrate the dispute. The party initiating the first strike shall be determined by the winner of a coin flip.
 - 2) The costs of the arbitration proceeding (except for the filing fee, which shall be paid by the party initiating the proceeding) shall be borne equally by the parties. Each party shall pay his own legal fees and expenses incurred in connection with the proceeding.
 - 3) Any arbitration shall take place in the City of XYZ, XYZ County, Wisconsin.
 - 4) Unless otherwise agreed upon by the parties, the arbitration hearing shall be limited to one day in length with the arbitrator providing each side equal time to present its case during that day.
 - 5) Any discovery proceeding shall be limited to the thirty (30) day period prior to the date of the arbitration hearing. The party requesting the discovery shall pay for all costs incurred by the opposite party, except for attorney's fees, relating to the

response thereto, if any; and on the attached Schedule A, incorporated herein by reference. In the event of a conflict between or among the bid specifications, the RFP of responses, proposals, and/or the terms of Schedule A, it is agreed that the terms of Schedule A, to the extent of any conflict, will be controlling.

- 3. **ASSIGNMENT:** CONTRACTOR shall not assign any interest or obligation in this Agreement and shall not transfer any interest or obligation in this Agreement, whether by assignment or novation, without the prior written consent of the COUNTY unless permitted otherwise by the bid specifications.
- 4. **TERMINATION:** If, through any cause, the CONTRACTOR shall fail to fulfill in timely and proper manner its obligations under this Agreement or, if, the CONTRACTOR shall violate any of the covenants or stipulations of this Agreement, the COUNTY shall thereupon have the right to terminate this Agreement by giving a thirty (30) day written notice to the CONTRACTOR of such termination, and shall specify the effective date thereof. There shall be no other termination or cancellation of this Agreement during its term, without the prior written consent of both parties unless specifically permitted otherwise by the bid specifications, RFP, or Schedule A.
- 5. **UNFINISHED WORK:** In the event the COUNTY exercises its unilateral right to terminate this Agreement for cause in the manner provided for in Paragraph 4, above, all finished or unfinished documents, services, papers, data, products, or the like prepared, produced, or made by the CONTRACTOR under this Agreement shall, at the option of the COUNTY, become the property of the COUNTY, and the CONTRACTOR shall be entitled to receive just and equitable compensation for any satisfactory work completed on such documents, services, papers, data, products, or the like. Notwithstanding the above, the CONTRACTOR shall not be relieved of liability to the COUNTY for damages sustained by the COUNTY by virtue of any breach of this Agreement by the CONTRACTOR, and the COUNTY may withhold any payments to the CONTRACTOR for the purpose of set-off.
- 6. **FAILURE TO APPROPRIATE FUNDS:** The failure of the County Board of Supervisors to appropriate sufficient funds in any year covered by this Agreement shall automatically terminate this Agreement.

discovery procedure including, but not limited to, witness, reporter's fees for depositions, photocopying fees, postage fees, and delivery fees.

- 6) In issuing any ruling regarding any arbitration matter, the arbitrator shall issue a written decision which shall include written findings of fact and conclusions of law.
- 7) The proceeding and arbitration shall be governed by the law of the State of Wisconsin including, specifically, Chapter 788, Wis Stats.
- 10. **CONTRACTOR EFFICIENCY:** CONTRACTOR shall commence, carry on, and complete its obligations under this Agreement with all deliberate speed and in a sound, economical, and efficient manner, in accordance with this Agreement and all applicable laws. In providing services under this Agreement, the CONTRACTOR agrees to cooperate with the various departments, agencies, employees, and officers of the COUNTY.
- 11. **CONTRACTOR:** CONTRACTOR shall not subcontract any work pursuant to this Agreement without the prior written consent of COUNTY. CONTRACTOR shall maintain a written list of all subcontractors and suppliers performing labor or supplying materials under this Agreement and shall make the list available to COUNTY upon request. COUNTY, at its option, may make direct payments to subcontractors for various services performed pursuant to this Agreement or, alternatively, may issue a two-party check to CONTRACTOR and his subcontractors.
- 12. **CONTRACTOR:** CONTRACTOR shall comply with any bonding requirements, which may be applicable pursuant to § 779.14(lm), Wis Stats.
- 13. **CONTRACTOR:** CONTRACTOR shall pay all legitimate claims for labor performed and materials furnished, used or consumed in making any public improvements or performing any public work pursuant to this Agreement. Failure to comply with this provision, if applicable, may subject CONTRACTOR to criminal penalties pursuant to §§ 779.16 and 943.20, Wis Stats.
- 14. **CONTRACTOR EMPLOYEES:** CONTRACTOR agrees to secure at CONTRACTOR's own expense all personnel necessary to carry out CONTRACTOR's obligations under this Agreement. Such personnel shall not be deemed to be employees of the COUNTY nor have any direct contractual relationship with the COUNTY.

15. **DELIVERY BY MAIL:** Notices, bills, invoices, and reports required by this Agreement shall be deemed delivered as of the date of postmark if deposited in a United States mailbox, first class postage attached, addressed to a party's address as set. It shall be the duty of a party changing its address to notify the other party in writing within a reasonable time.
16. **HOLD HARMLESS:** At all times during the term of this Agreement, CONTRACTOR agrees to indemnify, save harmless, and defend the COUNTY, its boards, commissions, agencies, officers, employees, and representatives against any and all liability, losses, damages, costs, or expenses, whether personal injury or property damage, that the COUNTY, its officers, employees, agencies, boards, commissions, and representatives may sustain, incur, or be required to pay by reason of the CONTRACTOR furnishing the services or goods required to be provided under this Agreement, provided, however, that the provisions of this section shall not apply to liabilities, losses, charges, costs, or expenses caused by or resulting from the acts or omissions of the COUNTY, its agencies, boards, commissions, officers, employees, or representatives.

17. **INSURANCE:**

A. Prior to commencing work, CONTRACTOR shall, at its own cost and expense, furnish COUNTY with a Certificate of Insurance indicating proof of the following insurance from companies licensed in the State of Wisconsin:

- 1) **Workers' Compensation:** (Statutory) In compliance with the Compensation law of the State of Wisconsin and Employers' Liability Insurance with a limit not less than \$100,000 each accident.
- 2) **Comprehensive or Commercial General Liability Insurance** with a minimum limit of \$1,000,000 per occurrence/\$1,000,000 aggregate combined Single Limit for bodily injury and property damage. This insurance shall include, but not be limited to, the following coverages:
 - a) Premises—Operations
 - b) Products and Completed Operations
 - c) Broad Form Property Damage
 - d) Contractual
 - e) Personal Injury

If excavating, underground, or collapse is involved, the limits of liability stated above shall be changed to \$2,000,000. If Asbestos is involved, the limits of liability stated above shall be changed to \$5,000,000.

- 3) **Automobile Liability:** Insurance with a minimum limit of \$1,000,000 per occurrence/\$1,000,000 aggregate Combined Single Limit for bodily injury and property damage, and shall include coverage for all of the following:
- a) Owned Automobiles
 - b) Hired Automobiles
 - c) Non-Owned Automobiles

B. The certificate shall list the Certificate Holder and Address as follows:

JEFFERSON COUNTY
ATTENTION COUNTY ADMINISTRATOR
311 S CENTER AVENUE
JEFFERSON WI 53549

The Jefferson County Department(s) involved shall be listed under "Description of Operations."

C. Such insurance shall include under the General Liability and Automobile Liability Policies Jefferson County, its employees, elected officials, representatives, and members of its boards and/or commissions as "Additional Insureds."

D. CONTRACTOR shall require subcontractors, if applicable, to furnish identical Certificates of Insurance to the Jefferson County Administrator prior to the contract taking effect.

E. Such Certificates of Insurance shall include a thirty (30) day notice prior to cancellation or material policy change, which notice shall be given to:

JEFFERSON COUNTY
ATTENTION COUNTY ADMINISTRATOR
311 S CENTER AVENUE
JEFFERSON WI 53549

All such notices will name the CONTRACTOR and identify the project.

The Jefferson County Administrator must approve any exception to these requirements.

Submit any requests in writing to:

JEFFERSON COUNTY
ATTENTION COUNTY ADMINISTRATOR
311 S CENTER AVENUE
JEFFERSON WI 53549

or email to: benjaminw@jeffersoncountywi.gov

18. **LIMITATION EFFECT ON PAYMENTS BY COUNTY:** In no event shall the making of any payment required by this Agreement constitute or be construed as a waiver by the COUNTY of any breach of the covenants of this Agreement or a waiver of any default of the

CONTRACTOR, and the making of any such payment by the COUNTY while any such default or breach shall exist in no way shall impair or prejudice the right of the COUNTY with respect to recovery of damages or other remedies as a result of such breach or default.

19. **DISCRIMINATION:** During the term of this Agreement, the CONTRACTOR agrees not to discriminate against any person, whether a recipient of services (actual or potential), an employee, or an applicant for employment on the basis of race, religion, sex, handicap, national origin, age, cultural differences, sexual preference, marital status, or physical appearance. Such equal opportunity shall include but not be limited to the following: employments, upgrading, demotion, transfer, recruitment, advertising, layoff, termination, training, rates of pay, or any other form of compensation. The CONTRACTOR agrees to post in conspicuous places, available to all employees and applicants for employment, notices setting forth the provisions of this Agreement as they relate to affirmative action and nondiscrimination.
20. **AFFIRMATIVE ACTION:** CONTRACTOR may be required to file an Affirmative Action Plan with the COUNTY if the CONTRACTOR receives \$10,000 in annual aggregate contracts or other such consideration of comparable worth, and CONTRACTOR has ten (10) or more employees. Such plan must be filed within fifteen (15) days of the effective date of this Agreement, and failure to do so by said date shall constitute grounds for immediate termination of this Agreement by the COUNTY.
21. **EQUAL OPPORTUNITY EMPLOYER:** CONTRACTOR shall, in all solicitations for employment placed on CONTRACTOR's behalf, state that CONTRACTOR is an Equal Opportunity Employer.
22. **COMPLIANCE INFORMATION:** CONTRACTOR agrees to furnish all information and reports required by the COUNTY as they relate to affirmative action and nondiscrimination, which may include any books, records, or accounts deemed appropriate to determine such compliance.
23. **CONTRACTOR'S LEGAL STATUS:** CONTRACTOR warrants that it has complied with all necessary requirements to do business in the State of Wisconsin, that the persons executing this Agreement on its behalf are authorized to do so and, if a corporation, that the name and address of CONTRACTOR's registered agent is as set forth opposite the heading

REGISTERED AGENT on the last page of this Agreement. CONTRACTOR shall notify COUNTY immediately, in writing, of any change in its registered agent, his or her address, and the CONTRACTOR's legal status.

24. **ENTIRE AGREEMENT:** The entire Agreement of the parties is contained herein, and this Agreement supersedes any and all oral agreements and negotiations between the parties relating to the subject matter hereof.

IN WITNESS WHEREOF, the COUNTY and the CONTRACTOR have executed this Agreement and its Schedules as of the day and date first set forth above.

FOR THE CONTRACTOR:

FOR JEFFERSON COUNTY:

James Schroeder
Jefferson County Board of Supervisors
Chairperson

Barbara Frank
Jefferson County Clerk

REGISTERED AGENT:

Name

Address

City/State/ZIP

Drafted by:
Name
Title
County

SCHEDULE A - AGREEMENT FOR DEBRIS REMOVAL

SERVICES

The Contractor agrees to provide Debris removal services for (description of site) as follows:
(Include details)

CONDITIONS AND RESTRICTIONS

The removal of the debris shall (list applicable conditions)
(Include details)

Appendix E: Right of Entry/Hold Harmless Agreement

The following document is used by the Debris Management Team to allow the entry and removal of debris from private property as well as indemnifying the stakeholders from legal consequences for acting according to the agreement and in good faith.

Right of Entry/Hold Harmless Agreement

RIGHT OF ENTRY PERMIT NO. _____ DATE _____

PROPERTY ADDRESS/DESCRIPTION _____

NAME (OWNERS OR OWNERS' AUTHORIZED AGENT) _____

RIGHT OF ENTRY: I certify that I am the owner or the owner's authorized agent of the above described property. I grant freely and without coercion the right of access and entry to said property to representatives Federal Emergency Management Agency (FEMA), the U.S. Army Corps of Engineers (USACE) and the USDA Forest Service to inspect the property for purposes of determining whether disaster-generated debris is eligible for removal under FEMA's programs and to monitor that removal and to Jefferson County, Wisconsin, its agents, contractors, subcontractors and registered volunteers for the purpose of removing and/or clearing that disaster-generated debris from this property.

HOLD HARMLESS: I understand that this Agreement/Permit is not an obligation upon the government to perform debris removal. I agree to hold harmless the United States Government, FEMA, USACE, the USDA Forest Service, Jefferson County, WI and any of their agencies, agents, contractors, subcontractors and registered volunteers for damages of any type whatsoever, either to the above-described property and/or any to persons situated thereon. I release, discharge and waive any action, either legal or equitable, that might arise by reason of any action of the above entities while removing disaster-generated debris from the property. I will mark sewer lines, septic tanks, water lines and utilities located on the property.

DUPLICATION OF BENEFITS: This is a Federal requirement placed upon Jefferson County as part of the FEMA Public Assistance program. Most homeowner's insurance policies have coverage to pay for removal of storm-generated debris. I understand that Federal law (42 U.S.C. 5155 et seq.) requires me to reimburse Jefferson County, WI, for the cost of removing the storm-generated debris to the extent that removal is covered by my homeowner's insurance policy. I also understand that I must provide a copy of the proof/statement of loss from my insurance company to Jefferson County, WI. If I have received payment, or when I receive payment, for debris removal from my insurance company or any other source, I agree to notify and send payment and proof/statement of loss to Jefferson County, WI. I understand that all disaster-related funding, including that for debris removal from private property, is subject to audit.

SWORN & ATTESTED

All owners/agents must sign below.

WITNESSED

Printed Name: _____ Printed Name: _____

Signature: _____ Signature: _____

Name of Insurance Co. _____

Insurance Policy No. _____

Appendix F: Wisconsin Disaster Fund Administrative Plan

Some disasters may not qualify for a federal (i.e., Stafford Act) disaster assistance declaration. In those cases, there may be the option of receiving assistance from the State of Wisconsin Disaster Fund. Guidance for that fund, including the necessary worksheets and application forms, follow.

WISCONSIN DISASTER FUND ADMINISTRATIVE PLAN

P O BOX 7865
MADISON, WI 53707-7865

608/242-3259 Office
608/233-6525 Fax



STATE OF WISCONSIN
DEPARTMENT OF MILITARY AFFAIRS
2400 WRIGHT STREET

WDF Coordinator
Caryn.Stone@Wisconsin.gov

37 Jefferson County Debris Management Plan
For Official Use Only

38 Jefferson County Debris Management Plan
For Official Use Only



Wisconsin Emergency Management Department of Military Affairs Wisconsin Disaster Fund (WDF) Process

- The local unit of government declares a state of emergency.
- The County Emergency Management (EM) Director submits a Uniform Disaster Situation Report (UDSR) to wdfdisasterfund@wisconsin.gov within 24 hours of the disaster, making sure to check the box indicating that the County has at least one unit of government that will apply for Wisconsin Disaster Funds. Updates to the UDSR should be submitted as necessary.
- The County EM Director should provide the Administrative Plan to the applicant (s) and provide assistance as needed to complete the application. Contact with the WDF Coordinator should be established early so that the application process will progress smoothly and in a timely manner.

If there has been damage to roads, contact should be immediately made with the DOT's Flood Damage Aids (FDA) Program. This contact is usually made through the County Highway Commissioner. WDF will not pay for repairs to roads that should have been covered by FDA.

- The County EM Director submits the "County Application for Wisconsin Disaster Funding", indicating damage estimates and population totals which support the eligibility of each potential applicant. This can be done as soon as the information is available but it **must** be submitted within 30 days of the incident. It would be especially helpful to submit this form early on if dealing with a County-wide event as it would ensure that all potential applicants receive the help they may need to complete the application process.
- Each applicant requesting WDF assistance must submit the following application packet to WEM within 60 days of the incident:
 - * Applicant Request for State Public Assistance* – Signed by the Chief Elected Official of the local unit of government.
 - Documentation Toolkit to identify the costs being claimed – please submit electronic copy as well as a hard copy.
 - All supporting documentation.

This packet should be submitted to WEM through the County EM Director, but could come directly from the applicant if they have previously established a working relationship with the WDF Coordinator. At all times, the County EM Director should be kept apprised of the status of the applications within their county.

Paper copies of the first two forms are included in this packet; electronic versions are available in the Wisconsin Disaster Fund section of the WEM Disaster Recovery – Government website: <http://emergencymanagement.wi.gov/recovery/government.asp>

- The WDF Coordinator will respond within 30 days of receiving the application packet with either a request to the applicant for more documentation or a determination that a complete application has been made.

INTRODUCTION

The Wisconsin Disaster Fund was created by Wisconsin Act 269 and signed into law in April 2005. Wisconsin Emergency Management was designated as the agency responsible for administering the fund and subsequently developed an Administrative Rule, WEM 7, for this purpose.

The Wisconsin Disaster Fund (WDF) is a state funded reimbursement program intended to assist county, local and tribal units of government (hereafter referred to as "the applicant") recoup costs incurred in responding to, and recovering from, natural disasters. WDF is administered within the Response and Recovery Bureau of Wisconsin Emergency Management (WEM). The state reimburses 70% of the costs, with the local government responsible for the remaining 30%. The fund does not cover losses suffered by individuals, businesses or the agricultural sector, or those covered by insurance. It also does not provide management or administrative costs for the applicants.

WDF is modeled after FEMA's Public Assistance Program and is also guided by the Robert T. Stafford Disaster Relief and Emergency Assistance Act, 42 U.S.C. §5121 et seq. as amended. It is more limited in scope as it will not cover costs associated with snow storms or provide funds for mitigation activities.

To be eligible for assistance through the WDF Program, the local unit of government must first have declared a state of emergency, according to their own policies and procedures. Then, the applicant must be able to show that federal disaster assistance is not available to them. This could be because the governor's request for a federal declaration has been denied or because no federal assistance has been requested. No federal assistance is requested if the impact of the disaster does not meet the statewide and countywide per capita impact indicator – commonly referred to as the state or county "threshold". This threshold amount is adjusted annually by FEMA, on or about October 1st, based on the Consumer Price Index.

The final step is to show that the recovery costs from the declared event meet or exceed the county threshold. Once all three conditions are met, the local unit of government may apply for WDF assistance:

- the local unit of government has declared a state of emergency,
- no federal assistance is available, and
- recovery costs meet or exceed the county threshold.

If any other federal, state or local funding programs are made available to the applicant, WDF may choose not to participate in that activity, or the WDF eligible amount may be decreased. For example, if the DOT Flood Damage Aids Program awards funds for the repair of a road, WDF funds may not be used for the same road. If insurance covers an expense, the cost to the applicant is decreased, as will any possible WDF reimbursement.

This handbook was prepared by WEM and contains the required administrative procedures, references and guidance that will assist you in applying for WDF reimbursement. It is important to remember that WDF is a reimbursement program and awards from WEM are based on actual costs incurred. Accurate records are essential in documenting the costs of disaster recovery and are necessary to support a claim for reimbursement. No funds will be disbursed until adequate supporting documentation has been provided to WEM. The guidance provided here is applicable to all WDF applicants and recipients.

When the application is determined to be complete, eligible expenses and documentation will be reviewed and final eligible costs determined within 30 days. This step may include site visits or other means to determine eligibility and cost.

The applicant will have 45 days to respond in full to any request from the WDF Coordinator or their application may be denied.

- The WDF Coordinator will send the County EM Director the final paperwork for signature by the Chief Elected Official of each applicant requesting reimbursement. Paperwork includes the following forms:
 - Wisconsin Disaster Fund Public Assistance Form – DMA Form 1017
 - Assurance of Construction – DMA Form 1017A
 - Project Completion Form
- The applicant returns the signed documents directly to Wisconsin Emergency Management (WEM). Signed documents must be received by the WDF Coordinator within 30 days of the date of the cover letter or the funding may be withdrawn.
- The WDF Coordinator requests the check(s), which is sent to the County EM Director for presentation to the applicant.
- The applicant must keep all documentation in accordance with WEM 7.06 (3). WEM 7 is available at: https://docs.legis.wisconsin.gov/code/admin_code/wem/7/

DEFINITIONS

APPLICANT: Henceforth, in this document, "Applicant" shall refer to a county, city, village, town, federally recognized tribal government, or private non-profit organization that has applied, or intends to apply, to the Wisconsin Disaster Fund.

DAMAGE CATEGORIES OF WORK: There are three categories of work that are eligible for assistance through the WDF Program. They are Category A: Debris Removal, Category B: Emergency Protective Services and Category C: Repair of roads, bridges and associated features. Category A and B are considered **Emergency Work**; Category C is considered **Permanent Work**.

DEBRIS REMOVAL: Clearance, removal and/or disposal of trees and woody debris, building wreckage, mud, vehicles, and other disaster-related material deposited on public property. The work must be necessary to:

- eliminate an immediate threat to life, public health and safety
- eliminate immediate threats of significant damage to improved public and private property when measures are cost-effective.
- Ensure the economic recovery of the affected community to the benefit of the community-at-large.

DISASTER: A severe or prolonged, natural or human-caused occurrence that threatens or negatively impacts life, health, property, infrastructure, the environment, the security of this state or a portion of this state, or critical systems, including computer, telecommunications, or agricultural systems. Costs resulting from snow fall are not eligible for WDF reimbursement.

DONATED RESOURCES: The value of volunteer labor, donated equipment and donated materials is eligible to offset the local portion of the cost share for the recovery work. The amount of credit that can be applied to a project is

capped at the non-Federal share of emergency work. Donated resources must apply to eligible emergency work and must be documented.

DUPLICATION OF BENEFITS: An applicant may not receive funding from two sources for the same item of work. This most commonly occurs with insurance settlements but can also involve federal or state grant funds and/or donations.

ELIGIBLE APPLICANTS: Local units of government including counties, cities, villages, towns, federally recognized tribal governments, and private non-profit organizations that provide services of a governmental nature are eligible to apply to WDF.

ELIGIBLE COSTS: Must be reasonable and necessary to accomplish the eligible work, compliant with federal, state, and local requirements for competitive procurement, and must be reduced by all applicable credits such as insurance proceeds and salvage values to avoid Duplication of Benefits. Eligible costs include labor, materials, equipment, rental equipment, contractor costs and the cost to replace stockpiled materials for each of the three Categories of Work. WDF may reimburse the cost of food and water for emergency workers during the first 72 hours only.

ELIGIBLE WORK: Must be work as identified in "DAMAGE CATEGORIES OF WORK". Must be required as a direct result of the declared major disaster or emergency, must have occurred during the designated incident period and be within the designated disaster area, and must be the legal responsibility of an eligible applicant at the time of the disaster. In addition, to be eligible for reimbursement by WDF, the work must be completed prior to submission of the application, or within 60 days of the end date of the incident.

EMERGENCY PROTECTIVE MEASURES: Measures taken before, during and after a disaster to eliminate/reduce an immediate threat to life, public health or safety. It may also include measures taken to eliminate/reduce an immediate threat of significant damage to improved public and private property through cost-effective measures.

FORCE ACCOUNT: Employees who are that part of the expense account of a local unit of government resulting from the employment of a labor force needed for street maintenance, sewer/water operation, etc.

INCIDENT PERIOD: The time span during which the disaster-causing incident occurs. Only damage that occurs during the incident period, or is a direct result of the events that occurred during the incident period, is WDF eligible. In some cases, such as a series of storms and/or flooding, WEM may define the incident period after consultation with the County EM Director and the applicant.

INELIGIBLE COSTS: Include but are not limited to:

- ↪ mitigation projects
- ↪ assistance provided under mutual aid agreements
- ↪ costs associated with snow removal
- ↪ administrative/management costs

INELIGIBLE WORK: Includes but is not limited to:

- ↪ Work on private property, including property owned/operated by a homeowners' association.

- ↪ Replacement of trees, shrubs, and other ground cover. Grass and sod are eligible only when necessary to stabilize slopes and minimize sediment runoff.
- ↪ Stump removal when less than 50% of the root ball is exposed.

PERMANENT WORK: Is required to restore a damaged facility, through repair or restoration, to its pre-disaster design, function and capacity.

PRE-DISASTER DESIGN: The size and capacity of a facility as it existed immediately prior to the disaster.

PRE-DISASTER FUNCTION: The function the facility was performing immediately prior to the disaster

PRE-DISASTER CAPACITY: The restored facility must operate at the capacity available to it immediately prior to the disaster.

PRIVATE NON-PROFIT ORGANIZATIONS: Must have an effective ruling letter from the U.S. Internal Revenue Service granting tax exemption under Section 501 (c), (d), or (e) of the Internal Revenue Code of 1954, as amended, or State certification that the organization is a non-revenue producing nonprofit entity organized or doing business under State law. For example, as a non-profit organization providing services of a governmental nature, electric cooperatives can apply for costs over and above normal operating costs incurred only during the period necessary for the restoration of power to all customers.

REASONABLE COSTS: A cost is reasonable if it does not exceed that which would be incurred by a prudent person under the circumstances prevailing at the time the decision was made to incur the cost. Reasonable costs can be established by historic documentation for similar work, average costs for similar work in the area, and FEMA cost codes and equipment rates.

ROADS AND BRIDGES: Repair of damage to roads, bridges, shoulders, ditches, culverts, lighting and signs that was directly caused by the disaster. Good quality photographs that show the damage caused by the disaster, and prior to any work being done, should be submitted with the application. Contact with DOT's Flood Damage Aids (FDA) Program should be made promptly to determine if any of the repairs are eligible for FDA assistance. WDF will not pay for repairs to roads that should have been covered by FDA.

TEMPORARY HIRES: A person not employed by the applicant at the time of the disaster and who is hired for the sole purpose of assisting with disaster recovery and is engaged in eligible work. The exception to this are part-time employees who may be considered as Temporary Hires if the applicant can document their usual hours and that the additional hours were spent solely on eligible work necessitated by the disaster.

WDF THRESHOLD: To be eligible for WDF assistance, the applicant must meet the countywide per capita impact indicator, or threshold, of \$3.45 per capita (2012 rate and adjusted annually). To determine whether the applicant meets that threshold, the total of expenses, as reported on the Applicant Request for State Public Assistance, is divided by the applicant's population. The result must exceed the countywide per capita impact indicator.

41

42

DOCUMENTATION REQUIREMENTS

The Local Applicant Documentation Toolkit must be completed and submitted to the WDF Coordinator with all supporting documentation. All costs claimed must be listed on one of the four worksheets: Labor, Equipment, Materials and Contractors. If a cost is not listed on a worksheet, it will not be included in the claim. Along with the completed Toolkit, the following documentation must be submitted to support the claimed costs.

Labor – Costs that exceed a permanent employee's regular work hours are eligible for reimbursement.

- Legible time cards must be submitted with a description of the work being performed and equipment used.
- Preferred proof of payment are pay stubs that document the pay rate, regular and overtime hours and copies of cancelled checks. If cancelled checks are unavailable, or costly, a copy of the bank statement showing that the relevant checks have cleared is acceptable.
- Labor costs include actual wages paid plus fringe benefits paid or credited to the employee. The value of fringe benefits paid to the employee must be documented.

For emergency work (Categories A and B), only overtime labor is eligible for permanent employees, reassigned employees, and seasonal employees used during the season of anticipated employment. Both regular and over time labor costs are eligible for non-budgeted employees (temporary hires) assigned specifically to perform emergency work.

For permanent work (Category C), both regular time and overtime are eligible for all employees.

If a part-time worker is called in for more than their regularly scheduled hours, they may be considered to be Temporary Hires. Documentation will have to be provided establishing the hours regularly worked as part-time employees prior to the event, such as contracts or work agreements. Time sheets for at least the 3 pay periods immediately prior to the event should be provided. The average of those hours would be calculated and only hours over and above that average, and documented on the time cards as "disaster recovery work", can be considered eligible costs for WDF reimbursement.

The value of compensatory time may be eligible for WDF reimbursement if the applicant can provide a written policy which details employee eligibility and payment procedures. Standby labor costs are not eligible.

PLEASE NOTE: No elected official can benefit from his/her position within a unit of government as it is a violation of the code of ethics. As such, WDF cannot reimburse for the cost of any elected official's labor.

Equipment – An equipment log must be submitted that includes a description of the equipment, (wheel type, horsepower, bucket capacity, Gross Vehicle Weight, etc.) and the hours it was actually being used. All hours the piece of equipment was in use are eligible for reimbursement, whether the operator was on regular or overtime work hours. Standby equipment costs are not eligible.

Employees' time cards may be used to document equipment hours only if they identify the equipment being used and additional information is provided in order to

properly categorize the piece of equipment. This information will be used to find the appropriate hourly rate from the DOT Highway Maintenance Manual, Chapter 02, Section 25, Subject 50: Classified Equipment Rates.

If the DOT's schedule of rates does not include the piece of equipment in question, the most recent FEMA Schedule of Equipment Rates will be used to determine an hourly rate. These hourly rates cover all costs eligible under the Stafford Act, for ownership and operation of equipment, including depreciation, overhead, all maintenance, field repairs, fuel, lubricants, tires, OSHA equipment and other costs incidental to operations.

If the applicant does not have adequate equipment, the necessary equipment may be leased; that cost is eligible for WDF reimbursement.

Automobiles and trucks or vans transporting people, such as a police car patrolling the streets, are reimbursed on a mileage basis; accurate records need to be kept which will document mileage in and mileage out.

Material – For all materials purchased for the disaster recovery process (such as gravel, black dirt, sand, etc.), invoices showing quantities and costs must be provided, along with proof of payment in the form of cancelled checks. If material is used from municipal stockpiles, a log showing quantities used and invoices documenting the cost of the used materials must be provided. The amount reimbursed could be the original cost for materials purchased infrequently, or the replacement cost if the materials are used, and replaced, more often.

WDF will not reimburse for other purchases made by the applicant, including but not limited to, equipment, clothing for employees or volunteers, etc. After the first 72 hours, food costs for emergency workers are also ineligible.

Contractors – For all persons and/or companies hired as contractors, an invoice on company letterhead detailing date(s), hour(s), and location(s) worked must be provided. Cancelled checks should accompany each invoice as proof of payment. The process to hire contractors within 72 hours of the disaster and after a declaration of emergency has been made, may be exempt from the state bidding procedures. Any hiring done after that time frame must be done following local and/or state bidding rules. Guidance on this can be found through local or county highway departments, public works departments, or your regional DNR or DOT office.

Photographs – Very useful in documenting all damages, but extremely helpful when dealing with damage to road systems. Since repairs to roads are frequently done quickly, it is sometimes difficult to assess the damages without photographic evidence.

Volunteers – The value of the volunteer labor may be used to offset the 30% local share. In order to qualify, there must be a sign-in sheet which documents each person's time in, time out, type of work performed and the location of that work. This would apply to true volunteer fire departments as well as residents coming in to help. The maximum value of donated, non-professional labor shall be equal to the prevailing federal minimum wage.

43

44

	Employee Type (Person Account or Time Hist)	Dates and Hours Worked					Costs				Category	
		9/15/09					TOTAL HOURS	HOURLY RATE	BENEFIT RATE/HR	TOTAL HOURLY RATE		TOTAL COSTS
NAME	REG	8 00					8 00	\$25 00	\$2 20	\$27 20	\$217 60	A
JOB TITLE	O.T.	8 00					8 00	\$40 00	\$7 20	\$47 20	\$221 70	C
NAME	REG.						0 00			\$0 00	\$0 00	
JOB TITLE	O.T.						0 00			\$0 00	\$0 00	A
NAME	REG.						0 00			\$0 00	\$0 00	
JOB TITLE	O.T.						0 00			\$0 00	\$0 00	A
NAME	REG.						0 00			\$0 00	\$0 00	
JOB TITLE	O.T.						0 00			\$0 00	\$0 00	A
NAME	REG.						0 00			\$0 00	\$0 00	
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NAME	REG.						0 00			\$0 00	\$0 00	
JOB TITLE	O.T.						0 00			\$0 00	\$0 00	A
TOTAL COST FOR LABOR											\$0 00	
TOTAL COST FOR LABOR OVERTIME											\$0 00	
TOTAL COST FOR LABOR REGULAR											\$0 00	

EQUIPMENT RATE SHOULD BE DETERMINED FROM THE MOST RECENT WISDOT EQUIPMENT RATES

Type of Equipment (Include details such as type, capacity, HP, etc)	Operator (Include Timecard for Operator)	DATE(s) →	Dates and Hours Used					Costs			Category		
								TOTAL HOURS	EQUIPMENT RATE	TOTAL COST			
		Hours							0 00	\$0 00	\$0 00	B	
		Hours							0 00	\$0 00	\$0 00	B	
		Hours							0 00	\$0 00	\$0 00	B	
		Hours							0 00	\$0 00	\$0 00	B	
		Hours							0 00	\$0 00	\$0 00	B	
		Hours							0 00	\$0 00	\$0 00	B	
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		Hours							0 00	\$0 00	\$0 00	B	
		Hours							0 00	\$0 00	\$0 00	B	
		Hours							0 00	\$0 00	\$0 00	B	
		Hours							0 00	\$0 00	\$0 00	B	
GRAND TOTALS											0 00	\$0 00	\$0 00

49

50

Material	Costs				Category
	Total Units	Unit Type	Price Per Unit	TOTAL COST	
Sand (Example)	15 00	Tons	\$15 50	\$232 50	A, B, or C
	0 00		\$0 00	\$0 00	
	0 00		\$0 00	\$0 00	
	0 00		\$0 00	\$0 00	
	0 00		\$0 00	\$0 00	
	0 00		\$0 00	\$0 00	
	0 00		\$0 00	\$0 00	
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	0 00		\$0 00	\$0 00	
	0 00		\$0 00	\$0 00	
	0 00		\$0 00	\$0 00	
	0 00		\$0 00	\$0 00	
	0 00		\$0 00	\$0 00	
Total				\$0 00	

DATES WORKED	CONTRACTOR	BILLING/INVOICE NUMBER	AMOUNT	COMMENTS - SCOPE	Category
GRAND TOTAL			50 00		

Contractor Invoices should provide a breakdown of Labor, Equipment and Materials Costs

51

52

SOLID WASTE/AIR QUALITY COMMITTEE
Clean Sweep Summary
August 22, 2015

Committee Members Present: Don Reese-Chair, Kirk Lund-Vice Chair and Ron Buchanan
Carlton Zentner and Laura Payne were excused.

Staff: Sharon Ehrhardt-Solid Waste/Clean Sweep Specialist and Benjamin Wehmeier-County Administrator

Veolia Environmental Services "A" Team: Team Leader Ken Gruennert, Chad Peplinski, John Mueller, Nick Bach, Jon Pipkorn, Jake Zausch, Tom Mondloch and Tim Block

Fort Atkinson Public Works: Douglas Yandry

1. Call to Order

No meeting was called to order or business conducted on August 22nd at 7:30 a.m. at the City of Fort Atkinson Public Work Department, 700 James Place, Fort Atkinson, WI 53538

2. Roll Call (Establish a Quorum)

Committee members present were Don Reese, Kirk Lund, and Ron Buchanan. There was a quorum of Committee members present, but no action was taken.

3. Certification of Compliance with the Open Meetings Law

Sharon stated that the Solid Waste/Air Quality Committee complied with open meetings law requirements.

4. Review of Agenda

No changes.

5. Clean Sweep Event Operation

At 7:45 a.m. everything was in place and we started putting cars through the Clean Sweep. At this time we already had one car in line and a business ready to be unloaded.

The results of our Clean Sweep event:

There were 63 Jefferson County Clean Sweep Participants. Here are the breakdowns: 53 households, 1 farm, 4 businesses and 5 were not surveyed.

The 4 businesses were NASCO, OSI, Gaugert, and AMS Carpet Cleaning.

We did not take any medicines or latex paint at this Clean Sweep. If any latex paint came in the Veolia group solidified it and threw it in the dumpster. I checked with John Mueller who said very few residents brought latex paint. The reason we didn't take latex paint was because TJM Innovations backed out of the Fort Atkinson Clean Sweep. We called residents who had already had appointments and placed newspaper ads cancelling the latex paint collection. Rick Schultz allowed us to direct resident to his site with latex paint only.

We won't know the cost of the Clean Sweep until we receive an invoice from Veolia.

We had taken 73 appointments and 15 did not show at the event. We did have 5 drive ups. 58 were surveyed and the 5 drive ups were not.

Survey questions were asked with these results:

1. Have you ever participated in a Clean Sweep Program before? 31-yes & 27-no
2. Are you bringing paint? 31-yes & 27-no
Latex Paint 58-no & Oil Base Pain 31-yes

8. Adjourn

The Clean Sweep ended at 10:30 p.m.



JEFFERSON COUNTY BOARD

Jefferson County Courthouse
311 S. Main Street Room 201
Jefferson, WI 53549
Telephone (920) 674-7430

James Schroeder
County Board
Chairman

September

Name & Address

The Jefferson County Board of Supervisors and the Solid Waste/Air Quality Committee thanks you for your financial support for the Clean Sweep Recycling Program. As you know, Clean Sweep is an important service to the residents, agricultural community, and small businesses of Jefferson County. Clean Sweep offers proper disposal of hazardous waste chemicals and pharmaceuticals, thereby keeping these substances away from our children, teenagers and pets, and out of the surrounding environment and groundwater. The Recycling Program offers proper disposal of electronics and appliances, making sure that they are not placed in a landfill. Without these services, the residents of Jefferson County would lose their best avenue for hazardous waste disposal, and, without monetary support, this program could disappear in the future.

Thanks to a continued donation of \$20,000 from the City of Watertown we were able to have four Clean Sweeps in 2014 and plan to continue with four in 2015. The City of Watertown understands that the cost of prevention is cheaper than the cost of cleanup. Many other businesses, service groups, cities, towns, villages and private residents donated an additional \$2,940 to our Clean Sweep and Recycling Program. We have partnered again with the City of Whitewater and with Walworth County for the fourth Clean Sweep of 2014 and will pay the disposal costs of all Jefferson County residents who attend the fall event. With this partnership, we reduce our costs and offer residents in the southeast corner of Jefferson County a closer disposal site.

We also want to share updated information about our Clean Sweep Recycling Program on our website www.jeffersoncountywi.gov/cleansweep. We plan to keep it current with new recycling information as well as dates and locations.

Our five drug drop-off sites which include the Sheriff's Office and the Whitewater, Fort Atkinson, Watertown Jefferson and Lake Mills Police Departments are very successful. The residents of Jefferson County have supported the sites by bringing their unwanted drugs for proper disposal. We hope in the next year we can add a sixth site.

This year Jefferson County reached over 2-½ million pounds of e-waste (electronics) collected since 2005 and URT (Universal Recycling Technologies) disposed of it properly. We also have collected 270,000 pounds of appliances since 2012. This year we added another collection site at the City of Jefferson's Public Works Department, 1122 Tensfeldt Street. You can see by the number of pounds collected that these sites are heavily used by the residents.

At the April 12, 2014 Clean Sweep we collected tires for the first time – 7.9 tons. We did have to charge for disposal, but only to cover our costs. Because it was successful, we will again collect tires at the April 2015 Clean Sweep. Small businesses can also use this service.

The Clean Sweep Recycling Program again applied for the 2015 grants from the State of Wisconsin for chemical and drug disposal. For the fifth year in a row the grant monies have been reduced. We are worried that these grant dollars will be eliminated in future state budgets. The Solid Waste/Air Quality Committee understands that, with reduction of grants and funds to our local governments, it becomes harder for each community to make commitments to the Clean Sweep Program, but it is now more important than ever to

become a supporter. The Committee does not want this great program to be taken away. We would like to continue holding the events in Watertown, Fort Atkinson, Jefferson, and Whitewater to make them convenient for all of our county residents. In the Strategic Plan Citizen Survey, 84% of respondents said that Clean Sweep was a very important service to county residents.

Thank you in advance for considering the Clean Sweep Program in your 2015 budget. We are eager to work with you to maintain this valuable program for our citizens. Enclosed is a donation sheet. Please contact Program Assistant Sharon Ehrhardt at (920)674-7430 for answers to your questions about Jefferson County's Clean Sweep program.

Sincerely,



James Schroeder, Chairperson
Jefferson County Board of Supervisors

Donald Reese, Chairperson
Solid Waste/Air Quality Committee

cc: Jefferson County Board of Supervisors
Ben Wehmeier, Jefferson County Administrator

Enclosures: Donation Sheet
2015 CW Brochure & Chemical List

News Release: Jefferson County Solid Waste/Air Quality Committee

Contact: Sharon Ehrhardt, Solid Waste/Clean Sweep Specialist (920-674-7430) or email sharoneh@jeffersoncountywi.gov

Jefferson County Clean Sweep Updates

Drugs

We will **no longer accept drugs** at Clean Sweep events. We are encouraging you to take your drugs to the following locations:

Sheriff's Office – Jail Lobby, 411 S. Center Avenue, Jefferson, WI 53549

NEW Jefferson Police Department, 425 Collin Road, Jefferson, WI 53549

Watertown Police Department, 106 Jones Street, Watertown, WI 53094

Lake Mills Police Department, 200A Water Street, Lake Mills, WI 53551

Fort Atkinson Police Department, 101 S. Water West, Fort Atkinson, WI 53538

Whitewater Police Department, 312 W. Whitewater Street, Whitewater WI 53190

NEW UW-Whitewater Police Department, Whitewater – drug drop-off box coming soon.

Drug Handling for Drug Drop-off Boxes:

Empty your prescription or over the counter medications (pills) in a sandwich size plastic bags. All medications can be mixed up in the same bag. **DO NOT** put pill containers in our drug drop-off boxes. Put empty pill containers in your recycle bin at your residence. Keep liquids in their original containers, but tape the lid or wrap in plastic before putting in a drug drop-off container. **Do Not** put sharps, inhalers, mercury thermometers or other medical equipment in the drug drop-off containers. Take sharps to your local Health Department, hospital or clinic. Inhalers and mercury thermometers should be taken to Clean Sweep events. Call (920) 674-7430 to schedule a Clean Sweep appointment.

The Wisconsin Department of Justice, Jefferson County Sheriff's Office and local police departments thank you for your cooperation in handling drugs properly.

Latex Paint

Jefferson County Clean Sweep Program will not be collecting or sorting latex paint at the Fort Atkinson event on August 22, 2015 or the Whitewater event on October 2, 2015. The County will be calling all residents that have signed up for the Fort Atkinson and Whitewater Clean Sweeps to let them know they cannot bring latex paint to the sites. There are two options for disposal of the paint. Take the paint to City of Watertown Street Department, 811 S. First Street or dry out the paint and throw it in the trash as done in the past. Oil-based paint/paint products should still be brought to a Clean Sweep event. Do not bring empty paint cans or dried out paint, put these in your trash at home. When you bring your oil based paint to a Clean Sweep event, please separate the oil based paint from the chemicals - this will speed up the unloading process. Your cooperation is appreciated. To schedule a Clean Sweep appointment call (920) 674-7430.

E-Waste (TVs/Electronics)

Jefferson County Clean Sweeps may soon be discontinuing their recycling and collection of e-waste due to a significant charge in costs by our collector/recycler, URT. Due to abrupt changes in the commodities market we are now being charged \$1,000 per week to have e-waste picked

up. This is unsustainable. The Solid Waste Committee will be acting on this issue soon, and providing the date that e-waste collections will end and what options will be made available in the future. Please watch our website for information regarding this charge. Call (920) 674-7430 for more information.

Jefferson County Clean Sweep website: www.jeffersoncountywi.gov/cleansweep

CLEAN SWEEP EVENT

**Household, Farm and Business
Hazardous Waste Collection**



**Saturday, Aug. 22
8am-10am**

**Fort Atkinson Public Works Dpmt.
700 James Place, Fort Atkinson, WI 53538**

Registration required for all participants

Call 920-674-7430

Households and Farms – \$10/vehicle
Businesses – Charged based on weight

For a list of hazardous chemicals go to
www.jeffersoncountywi.gov/cleansweep

**NO
LATEX
PAINT!**

2016
Memorandum of Understanding (MOU)
Clean Sweep and Drug Collections

Jefferson County shall be responsible to develop, implement and operate a continuous household, agricultural, drug and business hazardous waste program with City of Watertown Street Department, City of Fort Atkinson Public Works Department, City of Whitewater Public Works Complex, City of Jefferson, Town of Ixonia & Concord Recycling Program, Waterloo Utilities and Jefferson County Sheriff's Office.

Jefferson County shall be responsible to develop and implement VSQG (Very Small Quantity Generator) and clean sweep educational components with the cooperation of the above parties.

Jefferson County will have a collection event in spring at the Jefferson County Fair Park and in the fall at the City of Fort Atkinson Public Works Department, the City of Watertown Street Department and the City of Whitewater Public Works Department. The number of events will be determined by dollars available for the events in the next ensuing year 2016.

Jefferson County shall be responsible for all administrative costs and services related to the collection, storage, transportation and final disposal of household, agricultural, drug and business hazardous waste collected during the hours of clean sweep events.

Jefferson County shall be responsible for hiring a state contractor for the disposal of hazardous waste material collected at clean sweep events and for all prescription pharmaceutical and non-prescription drugs collected at clean sweep events and at the drug drop off-sites.

Jefferson County shall be responsible for writing grants to obtain additional funds for the clean sweeps. Jefferson County shall monitor program usage to insure that all costs will be covered by the available grants, contract fees and donated dollars less in-kind contributions. Should there be the potential for overage; the decision to continue or discontinue the program shall be made jointly by all parties.

The City of Whitewater with Walworth County has made a site available for a clean sweep event. The City of Watertown and City Fort Atkinson have made sites available for the clean sweep events. Each party shall be responsible for its own employee costs including worker's compensation and shall maintain its own liability insurance in such form and amount as is sufficient to address the risks arising out of the implementation of this Agreement.

The City of Whitewater (Public Works Department) has an agreement with Jefferson County to pay for Walworth County residents of Whitewater who use the services of Jefferson County Clean Sweep programs. Jefferson County has agreed to pay for any Jefferson County residents who attend the Whitewater Clean Sweep

The City of Watertown has agreed with the Village and Town of Clyman in Dodge County to include all residents in the Clean Sweep events and drug collections in the City of Watertown.

The Jefferson County Solid Waste/Air Quality Committee has an MOU agreement with Walworth County that when Walworth County holds a Clean Sweep in the City of Whitewater, Jefferson County residents can participate. Jefferson County will pay not to exceed \$7,500 for such services, which would cover services to about 75 Jefferson County residents.

The City of Watertown, City of Lake Mills, City of Fort Atkinson, City of Whitewater, City of Jefferson, UW-Whitewater Police Departments and the Jefferson County Sheriff's Office have agreed to drug collections at their sites. The non-controlled and controlled drugs will be disposed of through the State of Wisconsin Department of Justice collection events. The Clean Sweep events will dispose of all inhalers and mercury brought in by the Police Departments and Sheriff's Office. The Jefferson County Health Department and the City of Watertown Health Department will dispose of sharps/needles/Epi-pens and syringes. The drug drop-off sites are open to all Jefferson County residents.

All volunteers will be required to sign a release form acknowledging that no worker's compensation coverage exists and no such claim may be made against Jefferson County, Jefferson County Sheriff's Office, City of Watertown, City of Fort Atkinson, City of Whitewater, City of Jefferson, Town of Ixonia and Waterloo Utilities.

Jefferson County

Dated this ____ day of _____, 2014

By: _____ Title: _____

Jefferson County Sheriff's Office

Dated this ____ day of _____, 2014

By: _____ Title: _____

City of Watertown

Dated this ____ day of _____, 2014

By: _____ Title: _____

City of Fort Atkinson

Dated this ____ day of _____, 2014

By: _____ Title: _____

City of Whitewater

Dated this ____ day of _____, 2014

By: _____ Title: _____

City of Jefferson

Dated this ____ day of _____, 2014

By: _____ Title: _____

Town of Ixonia

Dated this ____ day of _____, 2014

By: _____ Title: _____

Waterloo Utilities

Dated this ____ day of _____, 2014

By: _____ Title: _____

Budget Work Sheet 2016 Business Unit 7109 Solid waste program

Description	2014 ACTUAL	2015 ADOPTED	2015 AMENDED	2015 ACTUAL 6 MTH	2015 ESTIMATED	2016 REQUESTED	(+/-) ADOPTED	(+/-) ADM VS ADOPT	2016 ADMIN
00100									
071 PLANNING AND ZONING									
7109 SOLID WASTE PROGRAM									
R REVENUE									
421001 STATE AID	-29,705	0	0	0	0	0	0	0	0
421058 STATE AID - PRIOR YEAR	0	0	0	0	0	0	0	0	0
451009 DEER TRACK PARK CHARGES	-63,490	-60,000	-60,000	0	-65,000	-65,000	-5,000	60,000	0
458011 PUBLIC SOLID WASTE CHARG	-4,649	-5,000	-5,000	-2,724	-5,000	-5,000	0	5,000	0
472007 MUNICIPAL OTHER CHARGES	-20,000	-20,000	-20,000	0	-20,000	-20,000	0	20,000	0
474202 DEPT SOLID WASTE CHARGES	0	0	0	0	0	0	0	0	0
481001 INTEREST & DIVIDENDS	0	0	0	0	0	0	0	0	0
485100 DONATIONS - UNRESTRICTED	-6,025	-5,000	-5,000	-1,871	-6,000	-6,000	-1,000	5,000	0
486011 SALE OF MISC SCRAP	0	0	0	0	0	0	0	0	0
486014 SALE RECYLING MATERIAL	-6,600	-8,000	-8,000	-4,183	-4,183	0	8,000	8,000	0
R REVENUE	-130,469	-98,000	-98,000	-8,778	-100,183	-96,000	2,000	98,000	0
O OTHER FINANCING SOURCE									
699700 RESV APPLIED OPERATING	0	-247,204	-4,000	0	0	-209,812	37,392	247,204	0
699800 RESV APPLIED CAPITAL	0	0	4,000	0	0	0	0	0	0
699992 BAL FWD PRIOR YEAR	0	0	0	0	0	0	0	0	0
699993 A/C BAL FWD 2008	0	0	0	0	0	0	0	0	0
699994 A/C BAL FWD 2010	0	0	0	0	0	0	0	0	0
699997 A/C BAL FWD 2009	0	0	0	0	0	0	0	0	0
R OTHER FINANCING SOURCE	0	-247,204	0	0	0	-209,812	37,392	247,204	0
E EXPENDITURES									
511110 SALARY-PERMANENT REGULAR	0	0	0	0	0	0	0	0	0
511210 WAGES-REGULAR	20,941	22,595	22,595	10,436	22,595	23,233	638	-22,595	0
511220 WAGES-OVERTIME	0	0	0	0	0	0	0	0	0
511310 WAGES-SICK LEAVE	633	0	0	343	0	0	0	0	0
511320 WAGES-VACATION PAY	845	0	0	258	0	0	0	0	0
511330 WAGES-LONGEVITY PAY	110	109	109	0	109	117	8	-109	0
511340 WAGES-HOLIDAY PAY	754	0	0	258	0	0	0	0	0

Budget Work Sheet 2016
Business Unit 7109 Solid waste program

Description	2014 ACTUAL	2015 ADOPTED	2015 AMENDED	2015 ACTUAL 6 MTH	2015 ESTIMATED	2016 REQUESTED	(+/-) ADOPTED	(+/-) ADM VS ADOPT	2016 ADMIN
511350 WAGES-MISCELLANEOUS (COMP	126	0	0	22	0	0	0	0	0
511380 WAGES-BEREAVEMENT	0	0	0	0	0	0	0	0	0
512141 SOCIAL SECURITY	1,725	1,700	1,700	810	1,700	1,711	11	-1,700	0
512142 RETIREMENT (EMPLOYER)	1,638	1,544	1,544	769	1,544	1,541	-3	-1,544	0
512143 RETIREMENT (EMPLOYEE)	0	0	0	0	0	0	0	0	0
512144 HEALTH INSURANCE	9,389	8,771	8,771	4,347	8,771	8,926	155	-8,771	0
512145 LIFE INSURANCE	29	29	29	15	29	30	1	-29	0
512150 FSA CONTRIBUTION	0	125	125	125	125	0	-125	-125	0
512173 DENTAL INSURANCE	555	540	540	266	540	540	0	-540	0
514151 PER DIEM	0	0	0	0	0	0	0	0	0
529299 PURCHASE CARE & SERVICES	0	0	0	0	25,000	50,000	50,000	0	0
529299.500 HAULING--CLEAN SWEEP	66,438	65,000	65,000	41,599	87,000	87,000	22,000	-65,000	0
531303 COMPUTER EQUIPMT & SOFTW	0	0	0	0	0	0	0	0	0
531307 MICROSOFT OFFICE UPGRADE	0	0	0	0	0	0	0	0	0
531311 POSTAGE & BOX RENT	1,308	1,500	1,500	119	1,500	1,500	0	-1,500	0
531312 OFFICE SUPPLIES	1,167	1,000	1,000	332	1,200	1,200	200	-1,000	0
531313 PRINTING & DUPLICATING	3,306	2,500	2,500	423	2,500	2,500	0	-2,500	0
531313.500 PRINTING & DUPLICATING	0	0	0	0	0	0	0	0	0
531314 SMALL ITEMS OF EQUIPMENT	436	1,000	1,000	1,000	1,500	1,500	500	-1,000	0
531314.500 SMALL EQUIP CLEAN SWEEP	0	0	0	0	0	0	0	0	0
531322 SUBSCRIPTIONS	100	100	100	100	100	100	0	-100	0
531324 MEMBERSHIP DUES	165	165	165	165	165	165	0	-165	0
531326 ADVERTISING	1,232	2,500	2,500	2,490	3,000	3,000	500	-2,500	0
531326.500 ADVERTISING CLEAN SWEEP	809	0	0	0	0	0	0	0	0
531334 EDUCATIONAL INITIATIVE	0	2,500	2,500	700	2,500	2,500	0	-2,500	0
531344 SEWWRC CONTRIBUTION	0	0	0	0	0	0	0	0	0
531349 OTHER OPERATING EXPENSES	0	0	0	0	0	0	0	0	0
532325 REGISTRATION	575	905	905	20	905	435	-470	-905	0
532332 MILEAGE	11	0	0	0	0	0	0	0	0
532335 MEALS	25	49	49	0	49	32	-17	-49	0
532336 LODGING	350	490	490	0	490	70	-420	-490	0

Budget Work Sheet 2016
Business Unit 7109 Solid waste program

Description	2014 ACTUAL	2015 ADOPTED	2015 AMENDED	2015 ACTUAL 6 MTH	2015 ESTIMATED	2016 REQUESTED	(+/-) ADOPTED	(+/-) ADM VS ADOPT	2016 ADMIN
532339 OTHER TRAVEL & TOLLS	17	25	25	0	25	25	0	-25	0
533225 TELEPHONE & FAX	32	150	150	8	150	150	0	-150	0
535242 MAINTAIN MACHINERY & EQU	242	700	700	312	700	700	0	-700	0
571002 MIS ALLOCATION	0	0	0	0	0	0	0	0	0
571004 IP TELEPHONY ALLOCATION	130	183	183	92	183	198	15	-183	0
571005 DUPLICATING ALLOCATION	22	2,086	2,086	1,052	2,086	2,777	691	-2,086	0
571006 SOLID WASTE CHARGES	0	0	0	0	0	1,000	1,000	0	0
571009 MIS PC GROUP ALLOCATION	910	908	908	454	908	963	55	-908	0
571010 MIS SYSTEMS GRP ALLOC(IS	333	387	387	194	387	402	15	-387	0
591519 OTHER INSURANCE	116	111	111	58	111	118	7	-111	0
593391 PRIOR YEAR EXPENDITURES	0	0	0	0	0	0	0	0	0
594813 CAP OFC EQUIP	0	0	0	0	0	0	0	0	0
594950 OPERATING RESERVE	0	227,532	255,829	0	0	113,379	-114,153	-227,532	0
E EXPENDITURES	114,469	345,204	373,501	66,767	165,872	305,812	-39,392	-345,204	0
7109 SOLID WASTE PROGRAM	-16,000	0	275,501	57,989	65,689	0	0	0	0

Budget Work Sheet 2016

Business Unit 7109 Solid waste program

Detail Information

STATE AID 7109.421001

State aid may or may not be available, so we do not count on anything.

DEER TRACK PARK CHARGES 7109.451009

2015 projections from Don Smith = 64835.50

PUBLIC SOLID WASTE CHARGES 7109.458011

Spring-Jefferson 2015 had over 200 people , three more events.

MUNICIPAL OTHER CHARGES 7109.472007

Donations from City of Watertown..

As of budget prep date, I am leaving this in, but no guarantee it will remain

DONATIONS - UNRESTRICTED 7109.485100

Donations from individuals and Towns and corporates...tend to come in at the end of the year.

SALE RECYLING MATERIAL 7109.486014

NOW PAYING FOR ELECRONIC RECYCLING- approx. \$1000 per week

RESV APPLIED OPERATING 7109.699700

0

Budget Work Sheet 2016 Business Unit 7109 Solid waste program

use formula- a+b see Sharons notes. Brian helps us with this entry

a=2015 amended + b=2015 estimated=
699700 Res Applied Operating...enter and then create zero in 2015 requested by entering positive number of the one that shows at the bottom of Solid Waste Program 2015 requested and then hit save and the number should be zero.

WAGES-REGULAR	7109.511210	
Sharons salary-50% Solid Waste-50% Zoning		

PURCHASE CARE & SERVICES	7109.529299	
URT electronic recycling costs. implemented July 2015		

Solid Waste Committee voted to continue collection of electronics thru 2015, but at \$1000 per week, we will be revisiting that issue.

Clean Sweep disposal fees. Huge Jefferson Event this spring. 3 events remaining at this time

POSTAGE & BOX RENT	7109.531311	
Match up with 2014		

OFFICE SUPPLIES	7109.531312	
Match up with 2014 2014		

Budget Work Sheet 2016 Business Unit 7109 Solid waste program

PRINTING & DUPLICATING 7109.531313
Printing brochures and educational handouts as needed

SMALL ITEMS OF EQUIPMENT 7109.531314
small items for office to manage program

2012-\$995 cost of drug drop box-Fort
our portion

2013- \$1000 for possible drug drop box-Lake Mills

possible new drug box-waterloo

other new drug boxes

chair for sharon

SUBSCRIPTIONS 7109.531322
Daily Union Subscription

0

MEMBERSHIP DUES 7109.531324
Arow membership Sharon-County

ADVERTISING 7109.531326
other educational adds in news paper regarding Clean
Sweep/ Recycling Program

Green sheet-WTN Daily Times
Half Page Add-Daily union

Budget Work Sheet 2016
Business Unit 7109 Solid waste program

EDUCATIONAL INITIATIVE 7109.531334
This is part of the negotiated agreement

Educational initiatives including arow website and
uwext video-copies

New materials for educational purposes

0

REGISTRATION 7109.532325
Registration for Sharon-3 conferences.

MEALS 7109.532335
Meals not included in conferences.

LODGING 7109.532336
Sharon- 1 conferences for solid Waste

OTHER TRAVEL & TOLLS 7109.532339
Parking ramp charges in Madison for E-Cycle meeting

TELEPHONE & FAX 7109.533225
Telephone charges for solid waste

MAINTAIN MACHINERY & EQUIP 7109.535242
Sharons use of copier for Solid Waste

0

Budget Work Sheet 2016
Business Unit 7109 Solid waste program

OPERATING RESERVE 7109.594950
Brian helps us with this entry

See explanation in 699700 res.appl.oper.

plug to get to zero

0

DEER TRACK PARK LANDFILL

DAS Revised 06-03-15

Commodity	FORECAST TONNAGE				Total for Four Quarters
	1st Quarter	2nd Quarter	3rd Quarter	4th Quarter	
ALL	48,488.71	40,000.00	44,000.00	38,000.00	170,488.71
DNR Approved Solid Waste Cover	(3,310.35)				(3,310.35)
OUTGOING (Leachate)	(5,064.18)				(5,064.18)
RDW (Green Waste)	(25.42)				(25.42)
	40,088.76	40,000.00	44,000.00	38,000.00	162,088.76

Net Tons: 162,088.76

Total Host Fee: \$2.00

Forecast Total Due \$324,177.52

Town of Farmington
W2804 Hwy B
Watertown, Wi. 53094

80% \$259,342.02

Jefferson County Treasurer
320 S. Main Street
Jefferson, Wi. 53549

20% \$64,835.50

\$324,177.52

Note, for reference purposes 2013 host fees paid totaled \$285,120.54. The town received \$228,096.43 while the county received \$57,024.11. The 2014 fees totaled \$317,450.58, an increase of 11% when compared to 2013 host fees. For 2014 the town received \$253,960.47 while the county received \$63,490.12.

Total Cost of Recycling TV's and Monitors \$14,188.17

Ixonia	\$189.21
Waterloo	\$306.09
Jefferson	\$1,720.96
Fort Atkinson	\$3,217.61
Watertown	<u>\$8,754.30</u>
TOTAL	\$14,188.17

Invoices Attached from 7/1/2015 to 9/3/2015

Ixonia

\$189.21



Universal Recycling Technologies, LLC
 2535 Beloit Avenue
 Janesville, WI 53546
 Telephone.: 877-278-0799
 Fax.....: 608-754-3473
 http://www.UniversalRecyclers.com

Bill To:
 Town of Ixonia Recycling
 311 S. Center Avenue – Room 201
 Ixonia, WI 53036

Invoice

Number.....: ARINV075641
 Date.....: 8/4/2015
 Page.....: 1 of 1
 Sales order.....: SO106588
 Requisition.....: PUR082180
 Bill of lading.....:
 Payment.....: 30 Days Date of Invoice
 Invoice account.....: 15240

Received From/Ship To:
 Town of Ixonia Recycling
 W 1276 Elmwood Ave
 Ixonia, WI 53036

Item#	Description	Count	Quantity	Unit	Unit price	Amount
S12000-C	Television Set Recycling	0.00	1,985.00	LBS	0.0700	138.95
S12600-C	Console Televisions	0.00	718.00	LBS	0.0700	50.26
	TOTAL POUNDS	0.00	2,703.00			189.21

Remit To:
 Universal Recycling Technologies, LLC
 2535 Beloit Avenue
 Janesville, WI 53546

Wire Payments: Please email payment remittance to accountsreceivable@universalrecyclers.com

Thank you for your business! Pay online and learn more about our latest promotions at www.universalrecyclers.com.

Vendor and/or buyer agrees that acceptance constitutes a binding contract to ensure that agent is in full compliance with all federal, state and local safety, health and environmental laws and shall only send commodities received from Universal Recycling Technologies, LLC to approved locations, including additional downstream vendors, purchasers or buyers.

Sales balance	Misc. charges	Sales tax	Total Amount Due
189.2100	0.0000	0.0000	189.21 USD

8-10-15
 JLC

Waterloo \$306.09



Universal Recycling Technologies, LLC
 2535 Beloit Avenue
 Janesville, WI 53546
 Telephone.: 877-278-0799
 Fax.....: 608-754-3473
 http://www.UniversalRecyclers.com

Bill To:
 Waterloo Utilities (WPPI Energy)
 311 S. Center Avenue – Room 201
 Jefferson, WI 53549

Invoice

Number.....: ARINV075755
 Date: 8/7/2015
 Page: 1 of 1
 Sales order: SO106736
 Requisition: PUR082704
 Bill of lading:
 Payment.....: 30 Days Date of Invoice
 Invoice account.....: 16487

Received From/Ship To:
 Waterloo Utilities (WPPI Energy)
 575 Commercial Ave.
 Waterloo, WI 53594

Item#	Description	Count	Quantity	Unit	Unit price	Amount
S12000-C	Television Set Recycling	0.00	3,235.00	LBS	0.0700	226.45
S12600-C	Console Televisions	0.00	1,028.00	LBS	0.0700	71.96
S20000	Fluorescent Lamp Recycling-4'	0.00	28.00	EACH	0.1600	4.48
S21200	Fluorescent Lamp Recycling-6'	0.00	10.00	EACH	0.3200	3.20
	TOTAL POUNDS	0.00	4,301.00			306.09

Remit To:
 Universal Recycling Technologies, LLC
 2535 Beloit Avenue
 Janesville, WI 53546

Wire Payments: Please email payment remittance to accountsreceivable@universalrecyclers.com

Thank you for your business! Pay online and learn more about our latest promotions at www.universalrecyclers.com.

Vendor and/or buyer agrees that acceptance constitutes a binding contract to ensure that agent is in full compliance with all federal, state and local safety, health and environmental laws and shall only send commodities received from Universal Recycling Technologies, LLC to approved locations, including additional downstream vendors, purchasers or buyers.

Sales balance	Misc. charges	Sales tax	Total Amount Due
306.0900	0.0000	0.0000	306.09 USD

8-12-15
 RK.

Jefferson \$1,720.96



Universal Recycling Technologies, LLC
 2535 Beloit Avenue
 Janesville, WI 53546
 Telephone.: 877-278-0799
 Fax.....: 608-754-3473
 http://www.UniversalRecyclers.com

Bill To:
 Jefferson County - City of Jefferson
 311 S Center Avenue - Rm 201
 Jefferson, WI 53549

Invoice

Number: ARINV076493
 Date: 8/31/2015
 Page: 1 of 1
 Sales order: SO107554
 Requisition: PUR083707
 Bill of lading:
 Payment.....: 30 Days Date of Invoice
 Invoice account.....: 17203

Received From/Ship To:
 Jefferson County - City of Jefferson
 1122 Tendfeldt Ave
 Jefferson, WI 53549

Item#	Description	Count	Quantity	Unit	Unit price	Amount
40150	Container Pull Fee	0.00	1.00	EACH	100.0000	100.00
S12000-C	Television Set Recycling	0.00	2,763.00	LBS	0.0700	193.41
S12600-C	Console Televisions	0.00	954.00	LBS	0.0700	66.78
	TOTAL POUNDS	0.00	3,718.00			360.19

Remit To:
 Universal Recycling Technologies, LLC
 2535 Beloit Avenue
 Janesville, WI 53546

Wire Payments: Please email payment remittance to accountsreceivable@universalrecyclers.com

Thank you for your business! Pay online and learn more about our latest promotions at www.universalrecyclers.com.

Vendor and/or buyer agrees that acceptance constitutes a binding contract to ensure that agent is in full compliance with all federal, state and local safety, health and environmental laws and shall only send commodities received from Universal Recycling Technologies, LLC to approved locations, including additional downstream vendors, purchasers or buyers.

Sales balance	Misc. charges	Sales tax	Total Amount Due
360.1900	0.0000	0.0000	360.19 USD

9-10-15
 RL



Universal Recycling Technologies, LLC
 2535 Beloit Avenue
 Janesville, WI 53546
 Telephone.: 877-278-0799
 Fax.....: 608-754-3473
 http://www.UniversalRecyclers.com

Bill To:
 Jefferson County - City of Jefferson
 311 S Center Avenue - Rm 201
 Jefferson, WI 53549

Invoice

Number.....: ARINV076228
 Date: 8/27/2015
 Page: 1 of 1
 Sales order: SO106512
 Requisition: PUR082162
 Bill of lading:
 Payment.....: 30 Days Date of Invoice
 Invoice account.....: 17203

Received From/Ship To:
 Jefferson County - City of Jefferson
 1122 Tendfeldt Ave
 Jefferson, WI 53549

Item#	Description	Count	Quantity	Unit	Unit price	Amount
40150	Container Pull Fee	0.00	1.00	EACH	100.0000	100.00
	TOTAL POUNDS	0.00	1.00			100.00

Remit To:
 Universal Recycling Technologies, LLC
 2535 Beloit Avenue
 Janesville, WI 53546

Wire Payments: Please email payment remittance to accountsreceivable@universalrecyclers.com

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Sales balance	Misc. charges	Sales tax	Total Amount Due
100.0000	0.0000	0.0000	100.00 USD

8-31-15
 JK



Universal Recycling Technologies, LLC
 2535 Beloit Avenue
 Janesville, WI 53546
 Telephone.: 877-278-0799
 Fax.....: 608-754-3473
 http://www.UniversalRecyclers.com

Bill To:
 Jefferson County - City of Jefferson
 311 S Center Avenue - Rm 201
 Jefferson, WI 53549

Invoice

Number: ARINV076095
 Date: 8/20/2015
 Page: 1 of 1
 Sales order: SO107167
 Requisition: PUR083230
 Bill of lading:
 Payment.....: 30 Days Date of Invoice
 Invoice account.....: 17203

Received From/Ship To:
 Jefferson County - City of Jefferson
 1122 Tendfeldt Ave
 Jefferson, WI 53549

Item#	Description	Count	Quantity	Unit	Unit price	Amount
40150	Container Pull Fee	0.00	1.00	EACH	100.0000	100.00
S12000-C	Television Set Recycling	0.00	2,134.00	LBS	0.0700	149.38
S12600-C	Console Televisions	0.00	1,478.00	LBS	0.0700	103.46
S13000-C	Computer Monitor Recycling	0.00	940.00	LBS	0.0500	47.00
	TOTAL POUNDS	0.00	4,553.00			399.84

Remit To:
 Universal Recycling Technologies, LLC
 2535 Beloit Avenue
 Janesville, WI 53546

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Sales balance	Misc. charges	Sales tax	Total Amount Due
399.8400	0.0000	0.0000	399.84 USD

8-31-15
 RL



Universal Recycling Technologies, LLC
 2535 Beloit Avenue
 Janesville, WI 53546
 Telephone.: 877-278-0799
 Fax.....: 608-754-3473
 http://www.UniversalRecyclers.com

Bill To:
 Jefferson County - City of Jefferson
 311 S Center Avenue - Rm 201
 Jefferson, WI 53549

Invoice

Number: ARINV075756
 Date: 8/7/2015
 Page: 1 of 1
 Sales order: SO106761
 Requisition: PUR082871
 Bill of lading:
 Payment.....: 30 Days Date of Invoice
 Invoice account.....: 17203

Received From/Ship To:
 Jefferson County - City of Jefferson
 1122 Tendfeldt Ave
 Jefferson, WI 53549

Item#	Description	Count	Quantity	Unit	Unit price	Amount
40150	Container Pull Fee	0.00	1.00	EACH	100.0000	100.00
S12000-C	Television Set Recycling	0.00	2,385.00	LBS	0.0700	166.95
S13000-C	Computer Monitor Recycling	0.00	360.00	LBS	0.0500	18.00
	TOTAL POUNDS	0.00	2,746.00			284.95

Remit To:
 Universal Recycling Technologies, LLC
 2535 Beloit Avenue
 Janesville, WI 53546

Wire Payments: Please email payment remittance to accountsreceivable@universalrecyclers.com

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Sales balance	Misc. charges	Sales tax	Total Amount Due
284.9500	0.0000	0.0000	284.95 USD

8-12-15
DLC



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 2535 Beloit Avenue
 Janesville, WI 53546
 Telephone.: 877-278-0799
 Fax.....: 608-754-3473
<http://www.UniversalRecyclers.com>

Bill To:
 Jefferson County - City of Jefferson
 311 S Center Avenue - Rm 201
 Jefferson, WI 53549

Invoice

Number: ARINV075453
 Date: 7/23/2015
 Page: 1 of 1
 Sales order: SO106512
 Requisition: PUR082162
 Bill of lading:
 Payment.....: 30 Days Date of Invoice
 Invoice account.....: 17203

Received From/Ship To:
 Jefferson County - City of Jefferson
 1122 Tendfeldt Ave
 Jefferson, WI 53549

Item#	Description	Count	Quantity	Unit	Unit price	Amount
S12000-C	Television Set Recycling	0.00	2,783.00	LBS	0.0700	194.81
S12600-C	Console Televisions	0.00	995.00	LBS	0.0700	69.65
S13000-C	Computer Monitor Recycling	0.00	449.00	LBS	0.0500	22.45
	TOTAL POUNDS	0.00	4,227.00			286.91

Remit To:
 Universal Recycling Technologies, LLC
 2535 Beloit Avenue
 Janesville, WI 53546

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Sales balance	Misc. charges	Sales tax	Total Amount Due
286.9100	0.0000	0.0000	286.91 USD



Universal Recycling Technologies, LLC
 2535 Beloit Avenue
 Janesville, WI 53546
 Telephone.: 877-278-0799
 Fax.....: 608-754-3473
<http://www.UniversalRecyclers.com>

Bill To:
 Jefferson County - City of Jefferson
 311 S Center Avenue - Rm 201
 Jefferson, WI 53549

Invoice

Number: ARINV074725
 Date: 7/10/2015
 Page: 1 of 1
 Sales order: SO105733
 Requisition: PUR081709
 Bill of lading:
 Payment.....: 30 Days Date of Invoice
 Invoice account.....: 17203

Received From/Ship To:
 Jefferson County - City of Jefferson
 1122 Tendfeldt Ave
 Jefferson, WI 53549

Item#	Description	Count	Quantity	Unit	Unit price	Amount
40150	Container Pull Fee	0.00	1.00	EACH	100.0000	100.00
S12000-C	Television Set Recycling	0.00	943.00	LBS	0.0700	66.01
S12600-C	Console Televisions	0.00	1,758.00	LBS	0.0700	123.06
	TOTAL POUNDS	0.00	2,702.00			289.07

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 2535 Beloit Avenue
 Janesville, WI 53546

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Sales balance	Misc. charges	Sales tax	Total Amount Due
289.0700	0.0000	0.0000	289.07 USD

Fort Atkinson \$3,217.61



Universal Recycling Technologies, LLC
 2535 Beloit Avenue
 Janesville, WI 53546
 Telephone.: 877-278-0799
 Fax.....: 608-754-3473
 http://www.UniversalRecyclers.com

Bill To:
 Solid Waste & Air Quality
 311 S. Center Avenue – Room 201
 Jefferson, WI 53549

Invoice

Number: ARINV076494
 Date: 8/28/2015
 Page: 1 of 1
 Sales order: SO107494
 Requisition: PUR083568
 Bill of lading:
 Payment.....: 30 Days Date of Invoice
 Invoice account.....: 10064

Received From/Ship To:
 Jefferson County Fort Atkinson Garag.
 700 James Place (City Garage)
 Fort Atkinson, WI 53538

Item#	Description	Count	Quantity	Unit	Unit price	Amount
S12000-C	Television Set Recycling	0.00	8,391.00	LBS	0.0700	587.37
S12600-C	Console Televisions	0.00	1,154.00	LBS	0.0700	80.78
	TOTAL POUNDS	0.00	9,545.00			668.15

Remit To:
 Universal Recycling Technologies, LLC
 2535 Beloit Avenue
 Janesville, WI 53546

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Sales balance	Misc. charges	Sales tax	Total Amount Due
668.1500	0.0000	0.0000	668.15 USD

*9-10-15
 RC*



Universal Recycling Technologies, LLC
 2535 Beloit Avenue
 Janesville, WI 53546
 Telephone.: 877-278-0799
 Fax.....: 608-754-3473
 http://www.UniversalRecyclers.com

Bill To:
 Solid Waste & Air Quality
 311 S. Center Avenue – Room 201
 Jefferson, WI 53549

Invoice

Number: ARINV075986
 Date: 8/14/2015
 Page: 1 of 1
 Sales order: SO106978
 Requisition: PUR079051
 Bill of lading:
 Payment.....: 30 Days Date of Invoice
 Invoice account.....: 10064

Received From/Ship To:
 Jefferson County Fort Atkinson Garag
 700 James Place (City Garage)
 Fort Atkinson, WI 53538

Item#	Description	Count	Quantity	Unit	Unit price	Amount
S12000-C	Television Set Recycling	0.00	6,824.00	LBS	0.0700	477.68
S12600-C	Console Televisions	0.00	1,949.00	LBS	0.0700	136.43
	TOTAL POUNDS	0.00	8,773.00			614.11

Remit To:
 Universal Recycling Technologies, LLC
 2535 Beloit Avenue
 Janesville, WI 53546

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Sales balance	Misc. charges	Sales tax	Total Amount Due
614.1100	0.0000	0.0000	614.11 USD

8-24-15



Universal Recycling Technologies, LLC
 2535 Beloit Avenue
 Janesville, WI 53546
 Telephone.: 877-278-0799
 Fax.....: 608-754-3473
<http://www.UniversalRecyclers.com>

Bill To:
 Solid Waste & Air Quality
 311 S. Center Avenue – Room 201
 Jefferson, WI 53549

Invoice

Number.....: ARINV075461
 Date.....: 7/31/2015
 Page.....: 1 of 1
 Sales order.....: SO106495
 Requisition.....: PUR082435
 Bill of lading.....:
 Payment.....: 30 Days Date of Invoice
 Invoice account.....: 10064

Received From/Ship To:
 Jefferson County Fort Atkinson Garag
 700 James Place (City Garage)
 Fort Atkinson, WI 53538

Item#	Description	Count	Quantity	Unit	Unit price	Amount
S12000-C	Television Set Recycling	0.00	10,034.00	LBS	0.0700	702.38
S12600-C	Console Televisions	0.00	537.00	LBS	0.0700	37.59
	TOTAL POUNDS	0.00	10,571.00			739.97

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 2535 Beloit Avenue
 Janesville, WI 53546

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Sales balance	Misc. charges	Sales tax	Total Amount Due
739.9700	0.0000	0.0000	739.97 USD



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 Janesville, WI 53546
 Telephone.: 877-278-0799
 Fax.....: 608-754-3473
 http://www.UniversalRecyclers.com

Bill To:
 Solid Waste & Air Quality
 311 S. Center Avenue – Room 201
 Jefferson, WI 53549

Invoice

Number.....: ARINV074994
 Date.....: 7/17/2015
 Page.....: 1 of 1
 Sales order.....: SO105975
 Requisition.....: PUR081936
 Bill of lading.....:
 Payment.....: 30 Days Date of Invoice
 Invoice account.....: 10064

Received From/Ship To:
 Jefferson County Fort Atkinson Garag
 700 James Place (City Garage)
 Fort Atkinson, WI 53538

Item#	Description	Count	Quantity	Unit	Unit price	Amount
S12000-C	Television Set Recycling	0.00	7,595.00	LBS	0.0700	531.65
	TOTAL POUNDS	0.00	7,595.00			531.65

Remit To:
 Universal Recycling Technologies, LLC
 2535 Beloit Avenue
 Janesville, WI 53546

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Sales balance	Misc. charges	Sales tax	Total Amount Due
531.6500	0.0000	0.0000	531.65 USD

7-21-15
 PK



Universal Recycling Technologies, LLC
 2535 Beloit Avenue
 Janesville, WI 53546
 Telephone.: 877-278-0799
 Fax.....: 608-754-3473
 http://www.UniversalRecyclers.com

Bill To:
 Solid Waste & Air Quality
 311 S. Center Avenue – Room 201
 Jefferson, WI 53549

Invoice

Number: ARINV074532
 Date: 7/1/2015
 Page: 1 of 1
 Sales order: SO105468
 Requisition: PUR079049
 Bill of lading:
 Payment.....: 30 Days Date of Invoice
 Invoice account.....: 10064

Received From/Ship To:
 Jefferson County Fort Atkinson Garag
 700 James Place (City Garage)
 Fort Atkinson, WI 53538

Item#	Description	Count	Quantity	Unit	Unit price	Amount
S12000-C	Television Set Recycling	0.00	7,958.00	LBS	0.0700	557.06
S12600-C	Console Televisions	0.00	1,146.00	LBS	0.0700	80.22
S13000-C	Computer Monitor Recycling	0.00	529.00	LBS	0.0500	26.45
	TOTAL POUNDS	0.00	9,633.00			663.73

Remit To:
 Universal Recycling Technologies, LLC
 2535 Beloit Avenue
 Janesville, WI 53546

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Sales balance	Misc. charges	Sales tax	Total Amount Due
663.7300	0.0000	0.0000	663.73 USD

7-6-15

Watertown \$8,754.30



Universal Recycling Technologies, LLC
 2535 Beloit Avenue
 Janesville, WI 53546
 Telephone.: 877-278-0799
 Fax.....: 608-754-3473
 http://www.UniversalRecyclers.com

Bill To:
 Jefferson County-Watertown
 311 S. Center Avenue – Room 201
 Jefferson, WI 53549

Invoice

Number: ARINV076650
 Date: 9/3/2015
 Page: 1 of 1
 Sales order: SO107670
 Requisition: PUR083738
 Bill of lading: PUR083738
 Payment.....: 30 Days Date of Invoice
 Invoice account.....: 16486

Received From/Ship To:
 Jefferson County-Watertown - use thi
 811 S 1st Street
 Watertown, WI 53094

Item#	Description	Count	Quantity	Unit	Unit price	Amount
40150	Container Pull Fee	0.00	1.00	EACH	100.0000	100.00
S12300-C	Incomplete Televisions	0.00	113.00	LBS	0.0700	7.91
S12600-C	Console Televisions	0.00	686.00	LBS	0.0700	48.02
	TOTAL POUNDS	0.00	800.00			155.93

Remit To:
 Universal Recycling Technologies, LLC
 2535 Beloit Avenue
 Janesville, WI 53546

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Sales balance	Misc. charges	Sales tax	Total Amount Due
155.9300	0.0000	0.0000	155.93 USD

9-10-15
ZLC



Universal Recycling Technologies, LLC
 2535 Beloit Avenue
 Janesville, WI 53546
 Telephone.: 877-278-0799
 Fax.....: 608-754-3473
 http://www.UniversalRecyclers.com

Bill To:
 Jefferson County-Watertown
 311 S. Center Avenue – Room 201
 Jefferson, WI 53549

Invoice

Number: ARINV076618
 Date: 9/2/2015
 Page: 1 of 1
 Sales order: SO107640
 Requisition: PUR083736
 Bill of lading: PUR083736
 Payment.....: 30 Days Date of Invoice
 Invoice account.....: 16486

Received From/Ship To:
 Jefferson County-Watertown - use thi
 811 S 1st Street
 Watertown, WI 53094

Item#	Description	Count	Quantity	Unit	Unit price	Amount
40150	Container Pull Fee	0.00	1.00	EACH	100.0000	100.00
S12000-C	Television Set Recycling	0.00	4,164.00	LBS	0.0700	291.48
	TOTAL POUNDS	0.00	4,165.00			391.48

Remit To:
 Universal Recycling Technologies, LLC
 2535 Beloit Avenue
 Janesville, WI 53546

Wire Payments: Please email payment remittance to accountsreceivable@universarecyclers.com

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Vendor and/or buyer agrees that acceptance constitutes a binding contract to ensure that agent is in full compliance with all federal, state and local safety, health and environmental laws and shall only send commodities received from Universal Recycling Technologies, LLC to approved locations, including additional downstream vendors, purchasers or buyers.

Sales balance	Misc. charges	Sales tax	Total Amount Due
391.4800	0.0000	0.0000	391.48 USD

*9-10-15
 RL*



Universal Recycling Technologies, LLC
 2535 Beloit Avenue
 Janesville, WI 53546
 Telephone.: 877-278-0799
 Fax.....: 608-754-3473
 http://www.UniversalRecyclers.com

Bill To:
 Jefferson County-Watertown
 311 S. Center Avenue – Room 201
 Jefferson, WI 53549

Invoice

Number: ARINV076497
 Date: 8/28/2015
 Page: 1 of 1
 Sales order: SO107462
 Requisition: PUR083571
 Bill of lading:
 Payment.....: 30 Days Date of Invoice
 Invoice account.....: 16486

Received From/Ship To:
 Jefferson County-Watertown - use thi:
 811 S 1st Street
 Watertown, WI 53094

Item#	Description	Count	Quantity	Unit	Unit price	Amount
40150	Container Pull Fee	0.00	1.00	EACH	100.0000	100.00
S12000-C	Television Set Recycling	0.00	2,238.00	LBS	0.0700	156.66
	TOTAL POUNDS	0.00	2,239.00			256.66

Remit To:
 Universal Recycling Technologies, LLC
 2535 Beloit Avenue
 Janesville, WI 53546

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Sales balance	Misc. charges	Sales tax	Total Amount Due
256.6600	0.0000	0.0000	256.66 USD

9-10-15
 PK



Universal Recycling Technologies, LLC
 2535 Beloit Avenue
 Janesville, WI 53546
 Telephone.: 877-278-0799
 Fax.....: 608-754-3473
 http://www.UniversalRecyclers.com

Bill To:
 Jefferson County-Watertown
 311 S. Center Avenue – Room 201
 Jefferson, WI 53549

Invoice

Number.....: ARINV076498
 Date.....: 8/28/2015
 Page.....: 1 of 1
 Sales order.....: SO107485
 Requisition.....: PUR083439
 Bill of lading.....:
 Payment.....: 30 Days Date of Invoice
 Invoice account.....: 16486

Received From/Ship To:
 Jefferson County-Watertown - use thi:
 811 S 1st Street
 Watertown, WI 53094

Item#	Description	Count	Quantity	Unit	Unit price	Amount
40150	Container Pull Fee	0.00	1.00	EACH	100.0000	100.00
S12000-C	Television Set Recycling	0.00	529.00	LBS	0.0700	37.03
S12300-C	Incomplete Televisions	0.00	1,891.00	LBS	0.0700	132.37
	TOTAL POUNDS	0.00	2,421.00			269.40

Remit To:
 Universal Recycling Technologies, LLC
 2535 Beloit Avenue
 Janesville, WI 53546

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Sales balance	Misc. charges	Sales tax	Total Amount Due
269.4000	0.0000	0.0000	269.40 USD

9-10-15
 JK



Universal Recycling Technologies, LLC
 2535 Beloit Avenue
 Janesville, WI 53546
 Telephone.: 877-278-0799
 Fax.....: 608-754-3473
 http://www.UniversalRecyclers.com

Bill To:
 Jefferson County-Watertown
 311 S. Center Avenue – Room 201
 Jefferson, WI 53549

Invoice

Number: ARINV076496
 Date: 8/27/2015
 Page: 1 of 1
 Sales order: SO107415
 Requisition: PUR083433
 Bill of lading:
 Payment.....: 30 Days Date of Invoice
 Invoice account.....: 16486

Received From/Ship To:
 Jefferson County-Watertown - use thi
 811 S 1st Street
 Watertown, WI 53094

Item#	Description	Count	Quantity	Unit	Unit price	Amount
40150	Container Pull Fee	0.00	1.00	EACH	100.0000	100.00
S12000-C	Television Set Recycling	0.00	3,650.00	LBS	0.0700	255.50
S12300-C	Incomplete Televisions	0.00	886.00	LBS	0.0700	62.02
S13000-C	Computer Monitor Recycling	0.00	579.00	LBS	0.0500	28.95
	TOTAL POUNDS	0.00	5,116.00			446.47

Remit To:
 Universal Recycling Technologies, LLC
 2535 Beloit Avenue
 Janesville, WI 53546

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Sales balance	Misc. charges	Sales tax	Total Amount Due
446.4700	0.0000	0.0000	446.47 USD

9-10-15
 R. Kelly



Universal Recycling Technologies, LLC
 2535 Beloit Avenue
 Janesville, WI 53546
 Telephone.: 877-278-0799
 Fax.....: 608-754-3473
 http://www.UniversalRecyclers.com

Bill To:
 Jefferson County-Watertown
 311 S. Center Avenue – Room 201
 Jefferson, WI 53549

Invoice

Number.....: ARINV076495
 Date.....: 8/26/2015
 Page.....: 1 of 1
 Sales order.....: SO107355
 Requisition.....: PUR083430
 Bill of lading.....:
 Payment.....: 30 Days Date of Invoice
 Invoice account.....: 16486

Received From/Ship To:
 Jefferson County-Watertown - use thi
 811 S 1st Street
 Watertown, WI 53094

Item#	Description	Count	Quantity	Unit	Unit price	Amount
40150	Container Pull Fee	0.00	1.00	EACH	100.0000	100.00
S12000-C	Television Set Recycling	0.00	2,805.00	LBS	0.0700	196.35
S12300-C	Incomplete Televisions	0.00	167.00	LBS	0.0700	11.69
	TOTAL POUNDS	0.00	2,973.00			308.04

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Sales balance	Misc. charges	Sales tax	Total Amount Due
308.0400	0.0000	0.0000	308.04 USD

9-10-15
 Pic 1/2015



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 Janesville, WI 53546
 Telephone.: 877-278-0799
 Fax.....: 608-754-3473
<http://www.UniversalRecyclers.com>

Bill To:
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 311 S. Center Avenue – Room 201
 Jefferson, WI 53549

Invoice

Number.....: ARINV076190
 Date.....: 8/21/2015
 Page.....: 1 of 1
 Sales order.....: SO107243
 Requisition.....: PUR083124
 Bill of lading.....:
 Payment.....: 30 Days Date of Invoice
 Invoice account.....: 16486

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 Watertown, WI 53094

Item#	Description	Count	Quantity	Unit	Unit price	Amount
40150	Container Pull Fee	0.00	1.00	EACH	100.0000	100.00
S12000-C	Television Set Recycling	0.00	3,152.00	LBS	0.0700	220.64
	TOTAL POUNDS	0.00	3,153.00			320.64

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Sales balance	Misc. charges	Sales tax	Total Amount Due
320.6400	0.0000	0.0000	320.64 USD

8-31-15
 R. Klotz



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Invoice

Number.....: ARINV076209
 Date: 8/21/2015
 Page: 1 of 1
 Sales order: SO107272
 Requisition: PUR083130
 Bill of lading:
 Payment.....: 30 Days Date of Invoice
 Invoice account.....: 16486

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Item#	Description	Count	Quantity	Unit	Unit price	Amount
40150	Container Pull Fee	0.00	1.00	EACH	100.0000	100.00
S12000-C	Television Set Recycling	0.00	5,016.00	LBS	0.0700	351.12
S12300-C	Incomplete Televisions	0.00	566.00	LBS	0.0700	39.62
	TOTAL POUNDS	0.00	5,583.00			490.74

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Sales balance	Misc. charges	Sales tax	Total Amount Due
490.7400	0.0000	0.0000	490.74 USD

8-31-15
 ZK.



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Invoice

Number.....: ARINV076037
 Date.....: 8/19/2015
 Page.....: 1 of 1
 Sales order.....: SO107118
 Requisition.....: PUR083121
 Bill of lading.....:
 Payment.....: 30 Days Date of Invoice
 Invoice account.....: 16486

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Item#	Description	Count	Quantity	Unit	Unit price	Amount
40150	Container Pull Fee	0.00	1.00	EACH	100.0000	100.00
S12000-C	Television Set Recycling	0.00	797.00	LBS	0.0700	55.79
S12300-C	Incomplete Televisions	0.00	511.00	LBS	0.0700	35.77
S13000-C	Computer Monitor Recycling	0.00	593.00	LBS	0.0500	29.65
	TOTAL POUNDS	0.00	1,902.00			221.21

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Sales balance	Misc. charges	Sales tax	Total Amount Due
221.2100	0.0000	0.0000	221.21 USD

8-24-15
JK



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Invoice

Number: ARINV076036
 Date: 8/18/2015
 Page: 1 of 1
 Sales order: SO107033
 Requisition: PUR082901
 Bill of lading:
 Payment.....: 30 Days Date of Invoice
 Invoice account.....: 16486

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Item#	Description	Count	Quantity	Unit	Unit price	Amount
40150	Container Pull Fee	0.00	1.00	EACH	100.0000	100.00
S12000-C	Television Set Recycling	0.00	2,723.00	LBS	0.0700	190.61
S12300-C	Incomplete Televisions	0.00	1,093.00	LBS	0.0700	76.51
S13000-C	Computer Monitor Recycling	0.00	324.00	LBS	0.0500	16.20
	TOTAL POUNDS	0.00	4,141.00			383.32

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Sales balance	Misc. charges	Sales tax	Total Amount Due
383.3200	0.0000	0.0000	383.32 USD

8-24-15



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Invoice

Number: ARINV075848
 Date: 8/12/2015
 Page: 1 of 1
 Sales order: SO106863
 Requisition: PUR082891
 Bill of lading:
 Payment.....: 30 Days Date of Invoice
 Invoice account.....: 16486

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Item#	Description	Count	Quantity	Unit	Unit price	Amount
40150	Container Pull Fee	0.00	1.00	EACH	100.0000	100.00
S12000-C	Television Set Recycling	0.00	1,625.00	LBS	0.0700	113.75
	TOTAL POUNDS	0.00	1,626.00			213.75

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Sales balance	Misc. charges	Sales tax	Total Amount Due
213.7500	0.0000	0.0000	213.75 USD

8-24-15



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Invoice

Number: ARINV075775
 Date: 8/10/2015
 Page: 1 of 1
 Sales order: SO106771
 Requisition: PUR082641
 Bill of lading:
 Payment.....: 30 Days Date of Invoice
 Invoice account.....: 16486

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Item#	Description	Count	Quantity	Unit	Unit price	Amount
40150	Container Pull Fee	0.00	1.00	EACH	100.0000	100.00
S12000-C	Television Set Recycling	0.00	992.00	LBS	0.0700	69.44
S12300-C	Incomplete Televisions	0.00	988.00	LBS	0.0700	69.16
S13000-C	Computer Monitor Recycling	0.00	347.00	LBS	0.0500	17.35
	TOTAL POUNDS	0.00	2,328.00			255.95

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Sales balance	Misc. charges	Sales tax	Total Amount Due
255.9500	0.0000	0.0000	255.95 USD

8-24-15



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Invoice

Number: ARINV075632
 Date: 8/5/2015
 Page: 1 of 1
 Sales order: SO106614
 Requisition: PUR082632
 Bill of lading:
 Payment.....: 30 Days Date of Invoice
 Invoice account.....: 16486

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Item#	Description	Count	Quantity	Unit	Unit price	Amount
40150	Container Pull Fee	0.00	1.00	EACH	100.0000	100.00
S12000-C	Television Set Recycling	0.00	3,155.00	LBS	0.0700	220.85
S12300-C	Incomplete Televisions	0.00	171.00	LBS	0.0700	11.97
S13000-C	Computer Monitor Recycling	0.00	444.00	LBS	0.0500	22.20
	TOTAL POUNDS	0.00	3,771.00			355.02

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Sales balance	Misc. charges	Sales tax	Total Amount Due
355.0200	0.0000	0.0000	355.02 USD

8-10-15
 RK.



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Invoice

Number: ARINV075631
 Date: 8/5/2015
 Page: 1 of 1
 Sales order: SO106664
 Requisition: PUR082635
 Bill of lading:
 Payment.....: 30 Days Date of Invoice
 Invoice account.....: 16486

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Item#	Description	Count	Quantity	Unit	Unit price	Amount
40150	Container Pull Fee	0.00	1.00	EACH	100.0000	100.00
S12000-C	Television Set Recycling	0.00	2,322.00	LBS	0.0700	162.54
S12300-C	Incomplete Televisions	0.00	1,165.00	LBS	0.0700	81.55
S13000-C	Computer Monitor Recycling	0.00	350.00	LBS	0.0500	17.50
	TOTAL POUNDS	0.00	3,838.00			361.59

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Sales balance	Misc. charges	Sales tax	Total Amount Due
361.5900	0.0000	0.0000	361.59 USD

8-10-15
 RK



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Invoice

Number: ARINV075456
 Date: 7/31/2015
 Page: 1 of 1
 Sales order: SO106482
 Requisition: PUR082353
 Bill of lading:
 Payment.....: 30 Days Date of Invoice
 Invoice account.....: 16486

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Item#	Description	Count	Quantity	Unit	Unit price	Amount
40150	Container Pull Fee	0.00	1.00	EACH	100.0000	100.00
S12000-C	Television Set Recycling	0.00	740.00	LBS	0.0700	51.80
S12300-C	Incomplete Televisions	0.00	192.00	LBS	0.0700	13.44
	TOTAL POUNDS	0.00	933.00			165.24

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Sales balance	Misc. charges	Sales tax	Total Amount Due
165.2400	0.0000	0.0000	165.24 USD



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Invoice

Number: ARINV075441
 Date: 7/29/2015
 Page: 1 of 1
 Sales order: SO106404
 Requisition: PUR082340
 Bill of lading:
 Payment.....: 30 Days Date of Invoice
 Invoice account.....: 16486

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Item#	Description	Count	Quantity	Unit	Unit price	Amount
40150	Container Pull Fee	0.00	1.00	EACH	100.0000	100.00
S12000-C	Television Set Recycling	0.00	3,737.00	LBS	0.0700	261.59
S12300-C	Incomplete Televisions	0.00	1,172.00	LBS	0.0700	82.04
	TOTAL POUNDS	0.00	4,910.00			443.63

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Sales balance	Misc. charges	Sales tax	Total Amount Due
443.6300	0.0000	0.0000	443.63 USD



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Invoice

Number: ARINV075224
 Date: 7/24/2015
 Page: 1 of 1
 Sales order: SO106248
 Requisition: PUR082119
 Bill of lading:
 Payment.....: 30 Days Date of Invoice
 Invoice account.....: 16486

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Item#	Description	Count	Quantity	Unit	Unit price	Amount
40150	Container Pull Fee	0.00	1.00	EACH	100.0000	100.00
S12000-C	Television Set Recycling	0.00	1,892.00	LBS	0.0700	132.44
S12300-C	Incomplete Televisions	0.00	66.00	LBS	0.0700	4.62
	TOTAL POUNDS	0.00	1,959.00			237.06

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Sales balance	Misc. charges	Sales tax	Total Amount Due
237.0600	0.0000	0.0000	237.06 USD



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Invoice

Number: ARINV075209
 Date: 7/24/2015
 Page: 1 of 1
 Sales order: SO106241
 Requisition: PUR082107
 Bill of lading:
 Payment.....: 30 Days Date of Invoice
 Invoice account.....: 16486

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Item#	Description	Count	Quantity	Unit	Unit price	Amount
40150	Container Pull Fee	0.00	1.00	EACH	100.0000	100.00
S12000-C	Television Set Recycling	0.00	3,643.00	LBS	0.0700	255.01
S13000-C	Computer Monitor Recycling	0.00	546.00	LBS	0.0500	27.30
	TOTAL POUNDS	0.00	4,190.00			382.31

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Sales balance	Misc. charges	Sales tax	Total Amount Due
382.3100	0.0000	0.0000	382.31 USD



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Number.....: ARINV075115
 Date.....: 7/22/2015
 Page.....: 1 of 1
 Sales order.....: SO106117
 Requisition.....: PUR082104
 Bill of lading.....:
 Payment.....: 30 Days Date of Invoice
 Invoice account.....: 16486

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Item#	Description	Count	Quantity	Unit	Unit price	Amount
40150	Container Pull Fee	0.00	1.00	EACH	100.0000	100.00
S12000-C	Television Set Recycling	0.00	2,898.00	LBS	0.0700	202.86
S13000-C	Computer Monitor Recycling	0.00	430.00	LBS	0.0500	21.50
	TOTAL POUNDS	0.00	3,329.00			324.36

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Sales balance	Misc. charges	Sales tax	Total Amount Due
324.3600	0.0000	0.0000	324.36 USD



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Invoice

Number: ARINV075104
 Date: 7/21/2015
 Page: 1 of 1
 Sales order: SO106090
 Requisition: PUR081846
 Bill of lading:
 Payment.....: 30 Days Date of Invoice
 Invoice account.....: 16486

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Item#	Description	Count	Quantity	Unit	Unit price	Amount
40150	Container Pull Fee	0.00	1.00	EACH	100.0000	100.00
S12000-C	Television Set Recycling	0.00	4,293.00	LBS	0.0700	300.51
S12300-C	Incomplete Televisions	0.00	589.00	LBS	0.0700	41.23
S13000-C	Computer Monitor Recycling	0.00	287.00	LBS	0.0500	14.35
	TOTAL POUNDS	0.00	5,170.00			456.09

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Sales balance	Misc. charges	Sales tax	Total Amount Due
456.0900	0.0000	0.0000	456.09 USD



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Invoice

Number.....: ARINV074962
 Date: 7/15/2015
 Page: 1 of 1
 Sales order: SO105898
 Requisition: PUR081840
 Bill of lading:
 Payment.....: 30 Days Date of Invoice
 Invoice account.....: 16486

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Item#	Description	Count	Quantity	Unit	Unit price	Amount
40150	Container Pull Fee	0.00	1.00	EACH	100.0000	100.00
S12000-C	Television Set Recycling	0.00	1,258.00	LBS	0.0700	88.06
S12300-C	Incomplete Televisions	0.00	937.00	LBS	0.0700	65.59
	TOTAL POUNDS	0.00	2,196.00			253.65

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Sales balance	Misc. charges	Sales tax	Total Amount Due
253.6500	0.0000	0.0000	253.65 USD

7-21-15
 BIC



Universal Recycling Technologies, LLC
 2535 Beloit Avenue
 Janesville, WI 53546
 Telephone.: 877-278-0799
 Fax.....: 608-754-3473
 http://www.UniversalRecyclers.com

Bill To:
 Jefferson County-Watertown
 311 S. Center Avenue – Room 201
 Jefferson, WI 53549

Invoice

Number.....: ARINV074963
 Date.....: 7/15/2015
 Page.....: 1 of 1
 Sales order.....: SO105861
 Requisition.....: PUR081837
 Bill of lading.....:
 Payment.....: 30 Days Date of Invoice
 Invoice account.....: 16486

Received From/Ship To:
 Jefferson County-Watertown - use thi:
 811 S 1st Street
 Watertown, WI 53094

Item#	Description	Count	Quantity	Unit	Unit price	Amount
40150	Container Pull Fee	0.00	1.00	EACH	100.0000	100.00
S12000-C	Television Set Recycling	0.00	1,428.00	LBS	0.0700	99.96
S12300-C	Incomplete Televisions	0.00	1,216.00	LBS	0.0700	85.12
	TOTAL POUNDS	0.00	2,645.00			285.08

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 Janesville, WI 53546

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Sales balance	Misc. charges	Sales tax	Total Amount Due
285.0800	0.0000	0.0000	285.08 USD

7-21-15
 BK



Universal Recycling Technologies, LLC
 2535 Beloit Avenue
 Janesville, WI 53546
 Telephone.: 877-278-0799
 Fax.....: 608-754-3473
<http://www.UniversalRecyclers.com>

Bill To:
 Jefferson County-Watertown
 311 S. Center Avenue – Room 201
 Jefferson, WI 53549

Invoice

Number.....: ARINV074786
 Date.....: 7/13/2015
 Page.....: 1 of 1
 Sales order.....: SO105761
 Requisition.....: PUR081659
 Bill of lading.....:
 Payment.....: 30 Days Date of Invoice
 Invoice account.....: 16486

Received From/Ship To:
 Jefferson County-Watertown - use thi
 811 S 1st Street
 Watertown, WI 53094

Item#	Description	Count	Quantity	Unit	Unit price	Amount
40150	Container Pull Fee	0.00	1.00	EACH	100.0000	100.00
S12000-C	Television Set Recycling	0.00	2,134.00	LBS	0.0700	149.38
S12300-C	Incomplete Televisions	0.00	2,069.00	LBS	0.0700	144.83
S13000-C	Computer Monitor Recycling	0.00	343.00	LBS	0.0500	17.15
	TOTAL POUNDS	0.00	4,547.00			411.36

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Sales balance	Misc. charges	Sales tax	Total Amount Due
411.3600	0.0000	0.0000	411.36 USD



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 Telephone.: 877-278-0799
 Fax.....: 608-754-3473
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 Jefferson County-Watertown
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 Jefferson, WI 53549

Invoice

Number.....: ARINV074712
 Date.....: 7/9/2015
 Page.....: 1 of 1
 Sales order.....: SO105659
 Requisition.....: PUR081653
 Bill of lading.....:
 Payment.....: 30 Days Date of Invoice
 Invoice account.....: 16486

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 Watertown, WI 53094

Item#	Description	Count	Quantity	Unit	Unit price	Amount
40150	Container Pull Fee	0.00	1.00	EACH	100.0000	100.00
S12000-C	Television Set Recycling	0.00	3,006.00	LBS	0.0700	210.42
S12300-C	Incomplete Televisions	0.00	133.00	LBS	0.0700	9.31
	TOTAL POUNDS	0.00	3,140.00			319.73

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Sales balance	Misc. charges	Sales tax	Total Amount Due
319.7300	0.0000	0.0000	319.73 USD



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 Telephone.: 877-278-0799
 Fax.....: 608-754-3473
 http://www.UniversalRecyclers.com

Bill To:
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 Jefferson, WI 53549

Invoice

Number: ARINV074597
 Date: 7/7/2015
 Page: 1 of 1
 Sales order: SO105567
 Requisition: PUR081650
 Bill of lading:
 Payment.....: 30 Days Date of Invoice
 Invoice account.....: 16486

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 Watertown, WI 53094

Item#	Description	Count	Quantity	Unit	Unit price	Amount
40150	Container Pull Fee	0.00	1.00	EACH	100.0000	100.00
S12000-C	Television Set Recycling	0.00	2,858.00	LBS	0.0700	200.06
S12300-C	Incomplete Televisions	0.00	330.00	LBS	0.0700	23.10
S13000-C	Computer Monitor Recycling	0.00	690.00	LBS	0.0500	34.50
	TOTAL POUNDS	0.00	3,879.00			357.66

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Sales balance	Misc. charges	Sales tax	Total Amount Due
357.6600	0.0000	0.0000	357.66 USD

7-9-13
R.K.



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 2535 Beloit Avenue
 Janesville, WI 53546
 Telephone.: 877-278-0799
 Fax.....: 608-754-3473
 http://www.UniversalRecyclers.com

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 Jefferson, WI 53549

Invoice

Number: ARINV074553
 Date: 7/6/2015
 Page: 1 of 1
 Sales order: SO105530
 Requisition: PUR081370
 Bill of lading:
 Payment.....: 30 Days Date of Invoice
 Invoice account.....: 16486

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Item#	Description	Count	Quantity	Unit	Unit price	Amount
40150	Container Pull Fee	0.00	1.00	EACH	100.0000	100.00
S12000-C	Television Set Recycling	0.00	3,638.00	LBS	0.0700	254.66
S12300-C	Incomplete Televisions	0.00	1,002.00	LBS	0.0700	70.14
	TOTAL POUNDS	0.00	4,641.00			424.80

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Sales balance	Misc. charges	Sales tax	Total Amount Due
424.8000	0.0000	0.0000	424.80 USD

2813
RK



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 Jefferson, WI 53549

Invoice

Number: ARINV074533
 Date: 7/1/2015
 Page: 1 of 1
 Sales order: SO105471
 Requisition: PUR081366
 Bill of lading:
 Payment.....: 30 Days Date of Invoice
 Invoice account.....: 16486

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 Watertown, WI 53094

Item#	Description	Count	Quantity	Unit	Unit price	Amount
40150	Container Pull Fee	0.00	1.00	EACH		0.00
S12000-C	Television Set Recycling	0.00	2,896.00	LBS	0.0700	202.72
S12300-C	Incomplete Televisions	0.00	863.00	LBS	0.0700	60.41
	TOTAL POUNDS	0.00	3,760.00			263.13

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Sales balance	Misc. charges	Sales tax	Total Amount Due
263.1300	0.0000	0.0000	263.13 USD

7-6-15
YK