

# Jefferson County Solid Waste Committee

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

## Agenda

October 8th, 2019 - 8:30 a.m.

**Members:** Dick Schultz-Chair, Greg David-Vice Chair, Peter A. Hartz-Secretary, Roger Lindl, and Jeff Johns

**Staff:** Brett Scherer and Matt Zangl

1. Call to Order
2. Roll Call (Establish a Quorum)
3. Certification of Compliance with the Open Meetings Law
4. Introductions
5. Approval of the Agenda
6. Public Comment (Not to exceed 15 minutes – Members of the public who wish to address the Committee on specific agenda items must register their request at this time)
7. Communication
8. Approval of Minutes for August 6<sup>th</sup>, September 20<sup>th</sup>, September 21<sup>st</sup> and October 8<sup>th</sup>.
9. Discussion and Possible Action on Incinerator Ordinance
10. Discussion and Possible Action on Deer Track Park Landfill
  - a.) Landfill Updates – Dean Kelly
11. Discussion and Possible Action on Updates from Ixonia and Watertown Recycling
  - a.) Watertown Update – Randy Frank
  - b.) Ixonia Update – Vic Karaliunas
12. Discussion and Possible Action on Appliance Recycling
13. Discussion and Possible Action on September 20<sup>th</sup>, September 21<sup>st</sup> and October 4<sup>th</sup> Cleans Sweeps
14. Discussion and Summary on Drug Collection
  - a.) Drug Take Back Event October 26<sup>th</sup>, 2019
  - b.) Jefferson County Drug Free Coalition Poster
15. Discussion and Possible Action on Elementary Education Opportunities
16. Discussion and Possible Action on 2020 Budget and 2020 Grants
17. Upcoming Meeting Dates and Possible Agenda Items.
18. 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 Committee

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

## Agenda

August 6, 2019 - 8:30 a.m.

**Members:** Dick Schultz-Chair, Greg David-Vice Chair, Peter A. Hartz-Secretary, Roger Lindl, and Jeff Johns

**Staff:** Brett Scherer and Matt Zangl

1. Call to Order

-Chairman Schultz called the meeting to order at 8:31 a.m.

2. Roll Call (Establish a Quorum)

-Waste Committee member present were Dick Schultz, Roger Lindl and Jeff Johns. Greg David and Peter A. Hartz were not present. Staff members present were Matt Zangl and Brett Scherer. Members of the public present were Victor Karalinunas (Town of Ixonia), Allan G. Kountz (Veolia)

3. Certification of Compliance with the Open Meetings Law

-Zangl certified compliance with Open Meeting Law

4. Introductions

-No new introductions

5. Approval of the Agenda

-Schultz approved agenda. **No objections.**

6. Public Comment (Not to exceed 15 minutes – Members of the public who wish to address the Committee on specific agenda items must register their request at this time)

-No public comment, all member present wish to speak during #9

7. Communication

-None

8. Approval of Minutes for June 4<sup>th</sup>

- Motion made by Lindl, Seconded by Schultz to approve minutes. **Motion Carried 4-0**

9. Discussion and Possible Action on Incinerator Ordinance

- New proposed revisions presented by Anita Martin

- Martin changed and clarified ordinance from feedback from last committee meeting.

- Martin added/changed aspects of the proposed ordinance to protect animals, ag equipment, property/building and industry workers.

- Martin addressed changes to page 3 of proposed ordinance.

- Karaliunas spoke on personal behalf (not Town of Ixonia). Spoke on behalf of having an incinerator

ordinance.

- Faust spoke on community working together to solve environmental issues and would be in favor of enacting an incinerator ordinance.
- Hill spoke as worker and user of incinerator. Said DNR regulations are already in place, have multiple plans with how the incinerators are run. Currently it easier to landfill the carcasses rather than incinerator them. Has mixed results on incinerator use, not the most efficient way. DNR regulations are already extensive, doesn't see a need to make them stricter.
- Karaliunas asked about roll off trailers.
- Ward spoke on current proposed ordinance. He has concerns on costs, who the ordinance is effecting and enforcement. Ordinance can't conflict with DNR regulations and needs to know what the current regulations are. Current proposed ordinance needs refining.
- Schultz spoke on if it is needed to go beyond DNR regulations.
- Martin spoke that many of the DNR regulations have already been presented to the Committee. Does not think there are many incinerators in Jefferson County. Was in contact with DNR and they said the current ordinance does not interfere with DNR regulations.
- Cicero spoke about training for incinerators and how current regulations seem to be based on solid waste disposal not carcasses. Does not think training will pertain to incinerator operators on farms. Needs to have setbacks for something that pertains to Jefferson County not out of state. Needs to be in the ordinance. Insurance companies could have heavy regulations of their own too. Cicero says Daybreak Foods fire was not caused by the incinerator.
- Schultz wants input from Lavern on ordinance regulation before making a decision
- Karaliunas understand concerns from Ward and Cicero. Karaliunas is concerned about training and people's safety. Wants safe guards to protect against potential hazards
- Hill says there are not requirements for training since they are incinerator less than 500lbs an hours. They do not need an onsite trainer because they are not required. Hill said they do not have to let municipalities or neighbors know of incinerators.
- Lindl does not think this ordinance is ready to take to the board yet, needs more information to make a decision.
- Johns does not think having an ordinance stricter then the DNR is necessary. Spoke saying the pound being burned an hour is important. Johns thinks the ordinance is too broad.
- David does not think the ordinance is ready. He sees the concerns from Jefferson County staff. He is concerned with having manpower to enforce the ordinance. Think staff concerns need to be addressed before continuing with the ordinance
- Schultz questioned if it is worth going above DNR regulations.
- Schultz wants staff to get together and talk about current proposed ordinance.
- Martin spoke on public health issue of combustibile fuel used in inclinators.

#### 10. Discussion and Possible Action on Deer Track Park Landfill

- a.) Landfill Updates – Dean Kelly

-Dean Kelly not present

11. Discussion and Summary on Jefferson County Fair Booth July 10- July 14

- Scherer gave summary on Fair booth and education. Concerned on how many adults don't know how to dispose of certain items.

12. Discussion and Possible Action on Updates from Ixonia and Watertown Recycling

a.) Watertown Update – Randy Frank

-Randy Frank was not present

b.) Ixonia Update – Vic Karaliunas

-Spoke on collecting bikes for donation. Ixonia center will take bikes and get them fixed to send to different countries.

-Spoke on program on what should and what can't be recycled in Oconomowoc.

-Johns spoke on sending out a mailing instead on what can and can't be recycled. Says it would reach more people and be fairly cheap.

-David spoke on the mailing would be expensive for their current budget.

13. Discussion and Possible Action on Appliance Recycling

-Scherer spoke on future sites and of a possible location at the Highway Department. Spoke of concerns with having a site not monitored.

-Johns agreed with having a central location for a permanent site.

14. Discussion and Possible Action on August 24<sup>th</sup> Electronic Recycling Event

-Scherer spoke asking for committee members to volunteer time. Spoke on when and who was running the event. He spoke on prices of August 24<sup>th</sup> event.

15. Discussion and Possible Action on September 20<sup>th</sup> and 21<sup>st</sup> Clean Sweep

a.) Volunteer Schedule

-Scherer needs 2 volunteers from committee.

-Kountz had concerns and questions for Randy Franks on bulbs for Clean Sweep.

16. Discussion and Summary on Drug Collection

a.) Drug Take Back Event October 26<sup>th</sup>, 2019

- Scherer spoke on the drug take back event with the drug boxes. He mentioned \$200 checks will be sent to the local law enforcement agencies to help offset the costs of transporting the drugs and having the boxes.

b.) Jefferson County Drug Free Coalition Poster

- Scherer spoke on working with Jefferson County's Drug Free coalition on redesigning a poster to include and improve information on the poster. The poster would also be In Spanish. He mentioned that sharps being in the drug boxes in Jefferson has been a huge problem that the poster could help address.

17. Discussion and Possible Action on Carton Council

-Scherer asks about committee's knowledge on this. Wants to make contact with schools on current practices.

18. Discussion and Summary on Yearly E-Cycle Report

-Scherer spoke on turning in the E-Cycle Report for the year and showed the statistics of electronic recycling from 2019.

19. Discussion and Possible Action on 2020 Clean Sweep Date

a.) Tentative Dates

-Scherer spoke if there were any preferences for dates. Dates will be similar to 2019s events.

20. Discussion and Possible Action on 2020 Budget and 2020 Grants

-Scherer spoke that he will be preparing for grants in the next few months.

-Zangl spoke on how current budget and how it works.

21. Upcoming Meeting Dates and Possible Agenda Items.

- No new agenda items.
- October 8<sup>th</sup>, 2019 at 8:30am set for next committee meeting.

22. Adjourn

**-4-0 Adjourned**

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.

**X**

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**Peter Hartz, Secretary**



## Jefferson County

### Solid Waste – Clean Sweep Event

Friday, September 20, 2019 – Time: 2:30 – 5:30 p.m.

Saturday, September 21, 2019 – Time: 8 – 10 a.m.

*City of Watertown Street Department*

*811 S. First Street*

*Watertown, WI 53094*

**Members:** Dick Schultz-Chair, Greg David-Vice Chair, Peter A. Hartz-Secretary, Roger Lindl and Jeff Johns

**Staff:** Brett Scherer, Matt Zangl, Sarah Higgins and Lindsey Schreiner

#### 1. Clean Sweep Event Operation

##### **A. Place: City of Watertown Street Department, 811 S. First Street, Watertown**

**Directions:** USH 26 (S. Church Street) to W. Milwaukee Street; turn east and go to S. First Street. Drive straight through the gate and turn left at the end of the building to enter the Clean Sweep from the south end of the building.

##### **B. Time:** The staff, Solid Waste/Air Quality Committee and volunteers arrival times:

2:00 p.m. on Friday, September 20, 2019

7:30 a.m. on Saturday, September 21, 2019

All volunteers need to sign in.

##### **C. Safety Meeting:**

On Friday, the safety meeting is at 2:00 p.m. sharp.

On Saturday, the safety meeting is at 7:30 a.m. sharp.

All volunteers, Committee members and staff should attend one of the meetings. Veolia will be set up and ready for operation at 2:15 p.m. on Friday and 7:45 a.m. on Saturday.

The general public will be arriving shortly after the safety meetings.

##### **E. Dress Requirements:** Please dress appropriately; no sandals, open toed shoes or shorts.

2. Please notify Scherer by September 18 if you plan to attend; (920) 674-7430 or

Email [bretts@jeffersoncountywi.gov](mailto:bretts@jeffersoncountywi.gov)

3. 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.

**This is a Clean Sweep Event no business will be conducted!**

**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.**

X

Peter Hartz, Secretary



# Jefferson County

## Solid Waste Committee – Clean Sweep Event

Friday, October 4, 2019

Time: 3:00 p.m. to 5:00 p.m.

*City of Whitewater Public Works Complex*

*150 E. Starin Road*

*Whitewater, WI 53190*

**Members:** Dick Schultz-Chair, Greg David-Vice Chair, Peter A. Hartz-Secretary, Roger Lindl and Jeff Johns

**Staff:** Brett Scherer, Matt Zangl, Sarah Higgins and Lindsey Schreiner

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### 1. Clean Sweep Event Operation

**A. Place:** City of Whitewater Public Works Complex, 150 E. Starin Road, Whitewater, WI 53190

**Directions:** Take North Fremont Street west of downtown Whitewater. Turn east on Starin Road to the Public Works Complex at 150 Starin Road.

**B. Time:** The staff, Solid Waste Committee and volunteers should arrive at 2:30 p.m. The Clean Sweep starts at 3:00 p.m. All volunteers need to sign in.

**C. Safety Meeting:** The safety meeting is at 2:30 p.m. sharp. All volunteers, Committee members and staff should attend this meeting. Veolia will be set up and ready for operation at 3:00 p.m. The general public will be arriving shortly before 3:00 p.m.

**D. Dress Requirements:** Please dress appropriately; no sandals, open toed shoes or shorts.

2. Committee members, staff and volunteers should notify Brett by September 27 if you plan to attend. (920) 674-7430 or Email [bretts@jeffersoncountywi.gov](mailto:bretts@jeffersoncountywi.gov)

3. 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.

**This is a Clean Sweep Event no business will be conducted!**

**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.**

X

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Peter Hartz, Secretary



**Proposed revisions August 2019--County of Jefferson ---Incinerator Operation and Siting Ordinance\*...Suggested changes incorporated --Six pages total**

**SECTION 1: INTRODUCTION**

1.1 Title. This ordinance shall be referred to as the Incinerator Operation and Siting Ordinance.

1.2 Authority. This ordinance is adopted pursuant to the powers granted in the Wisconsin Constitution. Further, this ordinance is adopted pursuant to the authority granted by Wisconsin Statutes 59.01, 59.02, and 59.03(1), for the purpose of protecting public health, safety, and general welfare, and to maintain and protect the environment for the people of Jefferson County.

1.3 Purpose. The purpose of this Ordinance is as follows:

- (1) To promote the protection of public health, safety, and general welfare of the people of the County of Jefferson.
- (2) To help minimize human, animal (livestock, wildlife, and domestic), and environmental risks associated with incineration.
- (3) To identify the location of incineration/cremator units, so first responders can provide the best assistance possible in the event of a fire or natural disaster.
- (4) To ensure persons operating incinerator/cremator waste treatment equipment are adequately trained before using the equipment.
- (5) To provide for the administration and enforcement of standards necessary to protect residents, industry workers, first responders, agricultural structures and equipment, and other property from incorrect incineration or cremation practices.
- (6) To help protect business interests and reduce potential liability risks.

1.4 Applicability. This ordinance applies to all existing and proposed veterinarian animal euthanasia, human cremation, and agricultural incinerators/cremators in Jefferson County.

1.5 Definitions. Unless specifically defined herein, the following terms have the meaning as provided for in Wis. Stats. cs.92 and 281:

- (1) "Person" means an individual, corporation, partnership, cooperative association, limited liability company, trust, or other legal organization or entity.
- (2) "County" means County of Jefferson, Wisconsin.
- (3) "Incinerator" means a device which maintains a controlled process by which solid waste is thermally altered into gases and residue containing little or no combustible material."  
Source: NR 287.13 (17) (a).

- (4) "Crematory" means a facility that has a combustion device for the purpose of burning exclusively human corpses or animal bodies. (WI Legislature NR 499.02 (6))
- (5) "Certified Operator" means a person who has completed an approved training program, passed an examination in accordance with the requirements outlined in WI NR 499, and has been issued a certificate by the DNR. (WI Legislature: 499.02(4))
- (6) "Chief Facility Operator" means a person who has completed an approved training program and passed a DNR-examination at this certification level. A chief facility operator is responsible for the overall supervision and monitoring of performance of the waste treatment equipment and facility personnel. (WI Legislature 499.02(5)) The duties and responsibilities of the chief facility operator are outlined in WI NR 499.06 (1).
- (7) "Interim Chief Facility Operator" means a shift operator temporarily assigned the duties of a chief facility operator.
- (8) "Shift Operator" means a person who has completed an approved training program and passed a DNR examination at this certification level. A shift operator is responsible for the supervising and monitoring of performance of the waste treatment equipment and facility personal during an assigned shift.

1.6 Findings of Fact. The County of Jefferson makes the following findings of fact in support of this ordinance:

- (1) The Jefferson County Board of Supervisors is a leadership body which takes actions on issues in the county that foster public safety, health, and environmental protection.
- (2) Incineration involves burning solid wastes in a controlled fashion, to reduce volume and weight, as well as to change the characteristics of the waste.
- (3) Safe location and safe operation of high-temperature incinerators/cremators are important for air pollution control, worker safety, and fire protection. In accordance with the Clean Air Act, EPA-regulated air emissions from these units include benzene, hexane, formaldehyde, and T,C,D,D/dioxin (2,3,7,8-tertachlorodibenzo-p-dioxin).
- (4) Wisconsin Department of Natural Resources (DNR) offers an incinerator operator certification program which includes "training on incinerator operations, health and safety training while performing incinerator operator duties, incinerator management issues and incinerator design and construction."  
(<https://dnr.wi.gov/opcert/incinerator.html>)
- (5) Animal incinerators/cremators are currently used in at least two municipalities in Jefferson County; the exact number and location of existing units is not known.

- (6) Incinerators/cremators which reach 1200 to 1600 degrees have grown in popularity statewide as well as nationally since the 2015 avian influenza outbreak. New information indicates incinerators are now being used to help reduce PFAS, toxic chemicals in soils in some rural and urban areas, an application which is expected to increase in the foreseeable future.
- (7) Over the next 12 to 24 months, incinerator/cremator use is projected to triple in the County, for agricultural mortality waste. (WI DNR Air Pollution Construction Permit 18-JJW-054; October 17, 2108; EI Facility Number 128027350)
- (8) Presently, no system is in place at the local level for tracking, monitoring, and overseeing incineration or cremation activities in Jefferson County.
- (9) WI NR 499.03(9) currently exempts the DNR from requiring cremator operator certification for the following: veterinarian animal euthanasia, human cremation facilities, and agricultural cremator/incinerator operators.
- (10) After consultation with governing officials from WI DNR and Wisconsin Department of Agriculture, Trade, and Consumer Protection (WI DATCP), it appears no legal barriers to enacting a local/county ordinance requiring operator certification exist.

#### 1.7 Incinerator Siting.

(1) An incinerator/cremator shall be sited in accordance with USDA NRCS guidelines. ("Incineration of Animal Mortality," Sheet No. AL316A; <https://efotg.sc.egov.usda.gov/references/public/AL/al316aincAnialMortal.pdf> )

(2) Jefferson County Solid Waste and Air Quality Committee ("the Committee") shall review existing incinerators/cremators for compliance with Section 1.7 (1) of this ordinance and shall approve proposed siting of all new incinerators/cremators prior to installation in Jefferson County.

#### 1.8 Incinerator Operation.

(1) One or more Certified Operators shall be on site during the operation of an incinerator/cremator, including for the duration of the burndown cycle for facilities with incineration units having air pollution control devices.

(2) Any facility in Jefferson County which has an incinerator/cremator that does not have an air pollution control device shall employ at least one Shift Operator.

(3) Any facility having an incinerator/cremator equipped with an air pollution control device shall employ at least one Chief Facility operator or Interim Chief Facility Operator. Certification levels for chief facility operator and shift operator are defined in WI NR 499.06 (1)

- a. The Chief Facility Operator's duties include ensuring that shift operators are trained and certified as required, and are familiar with applicable federal, state, and local environmental regulations. This individual is also responsible for operating the equipment in compliance with applicable federal, state, and local laws. (WI NR 499.06) The Chief Facility Operator is responsible for ensuring the incinerator is not charged at a rate that exceeds its design capacity.
- (4) The owner, and their designated waste operator in the event of a contractual party or designee, shall be responsible for securing all required permits, approvals, and registration, and for the operation of the units in accordance with applicable laws, rules, and regulations. Permits must be obtained prior to construction and operation.
- (5) The owner of the facility, and their designated waste operator in the event of a contractual party or designee, shall notify the DNR and the designated party at Jefferson County, in writing of the appointment of an Interim Chief Facility Operator within 10 days of the appointment. The appointment is valid for 6 months and may be renewed. (WI NR 499.04 (2c))
- (6) All operator certificates shall be displayed on the premise of the facility where certified incinerator/cremator operators are employed.
- (7) As the body charged with addressing waste removal and air quality concerns in the County, the Committee shall be responsible for verifying individuals receive the required certification prior to operating incinerators or cremators in Jefferson County. The Committee shall also be responsible for monitoring and ensuring refresher training is obtained in a timely fashion, as outlined in Section 1.8 and Section 1.9 of this ordinance, and in accordance with the initial training and refresher training parameters outlined in WI NR 499.08, WI NR 499.09 and WI NR 499.10.

#### 1.9 Operator Certification.

- (1) Operation of incinerator/cremator equipment is prohibited prior to verification by the Committee of the operator(s) successful completion of certified incinerator operator training through the Wisconsin DNR.
- (2) All Equipment Operators shall complete four (4) hours of Continuing Education Credits annually through the WI DNR as required by WI NR 499.

1.10 Interpretation. In their interpretation and application, the provisions of this Ordinance shall be held to be minimum requirements and shall be liberally construed in favor of the County of Jefferson, and shall not be deemed a limitation or repeal of any other power granted by the Wisconsin Statutes.

#### 1.11 Severability.

- (1) Should any section, clause, provision, or portion of this ordinance be adjudged to be unconstitutional or invalid, unlawful, or unenforceable by a final order of a court of

competent jurisdiction, the remainder of the ordinance shall remain in full force and effect.

- (2) If any application of this ordinance to a particular parcel of land is adjudged unconstitutional or invalid by a final order of the court of competent jurisdiction, such judgement shall not be applicable to any other parcel of land not specifically included in said judgment.

## SECTION 2: ADMINISTRATION

### 2.1 County Powers. The County may:

- (1) Refer a violation of this Ordinance to the County's legal counsel for legal action.
- (2) Issue a citation for a violation of this ordinance.
- (3) Use any other lawful means to administer and enforce this Ordinance.

### 2.2. Administrative Duties. In the administration and enforcement of this ordinance, the County shall:

- (1) Investigate complaints relating to compliance with this ordinance.
- (2) Keep an accurate record of all inspections made, and other official actions.
- (3) Inspection Authority. The County may make any inspection necessary under this Ordinance to protect public health and safety. Where the County does not have permission to enter lands subject to this ordinance for inspection purposes, entry shall be according to Wis. Stat. 66.0119. Refusal to grant permission to enter lands affected by this Ordinance for inspection purposes pursuant to the requirements of s. 66.0119 shall be grounds for initiating an enforcement action.

## SECTION 3: VIOLATIONS, PENALTIES, AND APPEALS

### 3.1 Violations.

- (1) It is unlawful for any person to violate Section 1.7, Section 1.8, and Section 1.9 of this ordinance.
- (2) It is unlawful for any person to knowingly provide false information, make a false statement, or fail to provide or misrepresent any material fact to a County agent, board, commission, department, employee, officer, or official acting in an official capacity under this ordinance.

- (3) It is unlawful for a person to disobey; fail, neglect, or refuse to comply with; or otherwise resist an order issued pursuant to this ordinance.
- (4) It is unlawful for an individual to operate an incinerator/cremation unit after suspension or revocation of his/her operator's certificate, as outlined and defined in NR 499.12.

3.2 Penalties.

- (1) This ordinance may be enforced through civil forfeiture or through issuance of an injunction by the circuit court in an action initiated by the County.
- (2) A person shall, upon conviction for a violation of this ordinance, forfeit not less than \$50 dollars, nor more than \$500 dollars for each conviction, plus the applicable costs for prosecution for each violation, and may be ordered to take such action as is necessary to abate the offense within a specified time.
- (3) Each day a violation continues shall constitute a separate offense.
- (4) In the event an offense is not abated as ordered, the County may take such action as is necessary to abate the offense, and the cost of such abatement will become a lien upon the person's property and may be collected in the same manner as other taxes.

3.3 Appeals. Any person aggrieved by a decision of the County may seek review before the Board of Adjustment.

SECTION 4: EFFECTIVE DATE

The ordinance shall take effect upon passage by the Jefferson County Board of Supervisors of the County of Jefferson, Wisconsin upon publication provided by law.

<Adopted date of month/year.

<necessary signatures>

Updated 8/1/19 based on discussion at SWAQ meeting June 4, 2019

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## Brett Scherer

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**From:** Brett Scherer  
**Sent:** Tuesday, September 24, 2019 3:13 PM  
**To:** 'rkaminski@cityofwatertown.org'; 'dpsorenson@waterloowi.us'; 'garyb@johnsoncreekwi.org'; 'kpileggi@jeffersonpd.com'; 'abump@fortpd.com'; 'Terry Heinz (Theinz@ci.lake-mills.wi.us)'; 'j.hoard@villageofpalmyra.com'; 'jsmall@villageofpalmyra.com'; 'araap@whitewater-wi.gov'; 'kiederlm@uww.edu'; Paul Milbrath; Dale Lutz (dlutz@jeffersonpd.com)  
**Subject:** FW: Drug Take Back Registration Closes Friday!  
**Attachments:** DOJ Prescription Drug Take Back Protocol Oct 2019.pdf  
**Importance:** High

Good Afternoon All,

You may know, but the Drug Take Back registration is due this Friday. Also, there has been a problem with sharps being placed in some of the drug drop off boxes, if that is the case or you have another issue please let me know. I will also be sending a check this week to help aid with the costs of the drop off boxes. Thank you for all the hard work and look forward to working with everyone!

Thank you,  
Brett

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**From:** Long, Danielle B. [mailto:longdb@doj.state.wi.us]  
**Sent:** Monday, September 23, 2019 11:58 AM  
**Subject:** Drug Take Back Registration Closes Friday!  
**Importance:** High

Happy Monday,  
If you haven't already registered, DTB registration will close this Friday, September 27<sup>th</sup>. Please disregard if you have already registered.

<http://www.cvent.com/d/8yqvz6>

Thank you,  
Danielle Basil Long  
Opioid Initiatives Advisor  
WI Department of Justice  
(414) 403-4437





## Wisconsin Department of Justice & Drug Enforcement Administration Prescription Drug Take Back Initiative Protocol



### Introduction

On October 26, 2019 the Wisconsin Department of Justice (DOJ) in conjunction with the Drug Enforcement Administration (DEA) will coordinate a Prescription Drug Take Back Initiative throughout Wisconsin. The focus is on removing potentially dangerous pharmaceutical substances from our state's medicine cabinets and preventing them from going into our water supply.

This one-day effort will continue to bring focus to the issue of pharmaceutical controlled substance abuse. This is a great opportunity for law enforcement agencies to host a take back event, and/or safely dispose of medications collected in prescription drug drop boxes. **No businesses allowed. All waste pharmaceuticals must be generated by a household.**

The Prescription Drug Take-Back Day goal is to provide a safe, convenient, and responsible means of disposal, while also educating the general public about the potential for abuse of these medications. Unused or expired medicine should never be flushed or poured down the drain. Water reclamation facilities are not designed to remove all of them and trace amounts of pharmaceuticals are showing up in rivers and lakes around the world.

### Advertising

Additional Drug Take Back advertising materials will be made available to agencies that register to participate. Collection efforts may be combined with community drug awareness activities and involve the distribution of brochures and other information. For more information, please see the WI Department of Justice website <https://www.doj.state.wi.us/dles/prescription-drug-take-back-day>

### Protocol

**To participate in the program, agencies must register with the WI DOJ in advance and agree to the below protocols.** <http://www.cvent.com/d/8yqvz6>

For questions about registration, please contact Danielle Long (longdb@doj.state.wi.us or (414) 403-4437). **The registration deadline is September 27, 2019.**

On Saturday, October 26, 2019, participating state and local law enforcement agencies can host one or more collection sites at locations of their choosing. Locations should be selected that provide easy public access and available parking. DOJ will post the locations of permanent drop boxes and take-back events on our Dose of Reality website (<http://doseofrealitywi.gov/drug-takeback/>). **If you are hosting a take-back event on a date other than October 26, 2019, or are simply looking to dispose of the medications you have collected in your permanent drop box, you must register, receive boxes and liners and turn your boxes over to DOJ for disposal.**

August 21, 2019



- A law enforcement officer must remain with the drug disposal box at all times. Collected pharmaceutical products should be handled as drug evidence with law enforcement custody to safe-guard the surrendered material.

### **Post Collection Day Protocol**

**You do not need to host a take-back event in order to participate in this program; however you must register as described above. Agencies offering a permanent drug drop box can turn over the collected drugs to DOJ for disposal per the protocol below.**

After the event, a law enforcement officer will seal the drug disposal boxes in accordance with your agency's policy and procedure. It is recommended that the box be sealed with tamper-evident tape or evidence sticker. Each box should be labeled as "Miscellaneous Pharmaceuticals to be turned over to DOJ."

The drug collection boxes should then be returned to your police department and stored per your department's standard operating procedures for safe keeping and temporary storage, until they are turned over to DOJ for disposal.

It is the responsibility of the participating agency to drop-off the collected pharmaceuticals at one of the designated regional collection sites. **Pharmaceuticals will not be accepted by DOJ in anything other than the disposal boxes provided.** Collected pharmaceuticals must be physically delivered to the site by law enforcement personnel and will not be accepted from a delivery service (i.e. – FedEx).

**Please weigh your boxes and report the total weight collected by your agency to Danielle Long ([longdb@doj.state.wi.us](mailto:longdb@doj.state.wi.us)) before turning them over for disposal.**

Once the collection boxes are surrendered at one of the designated drop-off sites, DOJ will assume responsibility for properly destroying the surrendered pharmaceuticals.

### **Regional Drop Off Sites:**

#### **LOCATION**

#### **DROP-OFF DATE/TIME**

#### **Northeastern Wisconsin**

Wisconsin State Patrol  
851 S. Rolling Meadows Drive  
P.O. Box 984  
Fond du Lac, WI 54936-0984

Monday, October 28, 2019  
10:00am – 1:00pm

#### **Central Wisconsin**

Wisconsin State Patrol  
2805 Martin Ave.  
Wausau, WI 54401-7172

Monday, October 28, 2019  
10:00am – 1:00pm

August 21, 2019

## Brett Scherer

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**From:** Kristin Halverson <halversonk@fortschools.org>  
**Sent:** Saturday, September 28, 2019 2:24 PM  
**To:** Brett Scherer  
**Subject:** Re: Green Team Work

Brett,

Thank you so much for reaching out! It would be great to have a partner in leading the team that isn't a staff member as we are all teachers. While I have my BS in Natural Resources/Environmental Studies, it would be great to have someone in the field. I think we're set on the milk carton recycling front and we do have a trip to the landfill planned for October 17 :) Super cool that you went to Purdy! Do you have any interest in joining our leadership team?

The compost situation is one that I have on our long-range plan... I inherited a less than functional system and haven't gotten around to revamping it. I would love to have that dealt with and start composting things from the cafeteria/snack/courtyard gardens. Our big projects for this year (current plans) are to:

- get a sharing table up and running in the cafeteria
- create educational material around what we learn at the landfill to share with the rest of the school
- start native seed plugs (my class may do this instead of green team, not sure yet)
- continue collecting and recycling crayons (through SCARCE), markers (through Crayola ColorCycle), a number of items for the Terracycle Brigades we are on, milk cartons (which the custodial staff takes care of)
- have an earth day assembly where we introduce a Little Free Library (I built it this summer) for the school grounds with native plantings around it

Personally, I am trying to work on dealing with the invasive phragmites in a plot near the parking lot as well as get grant funding for a new boardwalk through the wetland across the street which we use as an outdoor classroom. The existing structure is completely rotten and they have locked the wetland for safety reasons. Both of these projects are very important to me. I have a few leads for how the boardwalk could happen, but will need significant assistance with the phragmites.

Kristin Halverson, NBCT  
First Grade Teacher  
Purdy Elementary School  
920.563.7822  
[halversonk@fortschools.org](mailto:halversonk@fortschools.org)

On Fri, Sep 27, 2019 at 2:09 PM Brett Scherer <[BrettS@jeffersoncountywi.gov](mailto:BrettS@jeffersoncountywi.gov)> wrote:

Hello,

I am Brett Scherer in the Zoning Department and am the Solid Waste Specialist (which was previously Sharon's job). Patricia from the Land and Water Department forwarded me the work you have been doing and

I would love to be a part of it or help out in any way possible. I know Sharon was involved heavily in carton recycling, is there any supplies you need? I am also interested in helping out with new ideas the kids may have, I believe having a group of kids enthusiastic about recycling, composting, sustainability and other green techniques is essential in today's world. In the past I know schools have done trips to Deer Track Landfill which would be a great educational opportunity. I also have a few outdoor compost bins which I would be willing to give to you if you are interested. They are pretty big, more for an outdoor compost though. I was also a student of Purdy and had many teachers that got me interested in Natural Resources/Sustainability. I would love to give back to Purdy however I can.

Thank you,

Brett

## 2019 Recycling Excellence Award Nomination: Purdy Elementary School Green Team

### *About Us*

The Purdy Elementary School Green Team's existence is ever-growing (in all meanings of the word). Purdy's Green Team is currently lead by four staff members (First Grade Teacher, ELL Teacher, Fourth Grade Teacher, Music Teacher) and has about 20 fourth and fifth grade students each year. The group splits their time between recurring, annual projects and starting up new programs which sometimes last one year and sometimes become one of our yearly/recurrent projects. They inherited a building that already had a green focus - having achieved a US Department of Education [Green Ribbon Award](#) and the Green and Healthy Schools Wisconsin Sugar Maple school - the highest level a school can achieve. They have the everyday recycling programs (paper, plastic, metal), but also geothermal energy, solar panels, and water bottle fillers - all to help reduce our impact on the environment. The Purdy Green Team was highlighted in a video created by DPI with former Wisconsin State Superintendent, Dr. Tony Evers, '[Doing Sustainability in Any School](#),' and subsequent mention during his [September 2017 State of Education Address](#), for their environmental mindset and actions.

Reducing organic materials that are landfilled is also a priority for the Purdy Green Team. Each year, in the fall and spring, they care for the courtyard flower and vegetable gardens, cutting back plants, raking leaves, and planting the gardens. They also care for the Brietzke Educational Wetland across the street from the school, helping to both recycle trash they find there and helping to 'recycle' the natural materials through composting with the city's compost site.

*Green Team members after cleaning the Brietzke Educational Wetland.*



Throughout the

school years, they have implemented new initiatives. These often then become a part of daily life for all at Purdy, helping both students, families and staff to make a shift in perspective and action.

### *A Recycling Timeline*

*2016-17*

In the years prior to my employment in the district, the Green Team successfully worked to eliminate the use of plastic silverware and styrofoam trays in our food service program. My work with this team started with collaboration with Advance Disposal, our local trash disposal, collection and recycling entity (Fall 2016). We invited an [employee to speak](#) to the Green Team and educate us on the ins and outs of this business as well as how we can help to become better stewards of the Earth. Following this experience, we participated in [Cool Choices](#) (Spring 2017), a social media platform style game available through Green and Healthy Schools Wisconsin, that encourages players to make individual choices that help reduce their impact on the Earth. Our team made an [informational video](#) to educate the students and staff on how to play Cool Choices. We designed a competition between classes with each student earning prizes and a traveling trophy.



*Photo taken of a 'Cool Choice' to share in our Cool Choices game.*

*2017-18*

Next, we worked with Sharon Ehrhardt, the Solid Waste/Clean Sweep specialist for Jefferson County (Fall 2017). Together we implemented a milk carton recycling program at Purdy to help keep hundreds of milk cartons out of the landfill daily. Milk is offered 3 times daily: for breakfast, lunch and snack. At Purdy alone this has saved approximately 300 milk cartons daily or about 1500 cartons per week! The team had to get the Purdy custodian on board with this project, working with him along with Ms. Ehrhardt to set up a functional system for quick and easy recycling. They also had to work with the night custodian to determine a system to recycle snack milk cartons which are consumed in the classroom. They also had to convince teachers to participate in this program and follow the system they had set up with the custodial staff. This

program has since spread throughout the district to the three other elementary schools and we are currently working to try to get it to the middle school and the high school. The students also created a [video](#) for the students and staff about what can be recycled in Fort Atkinson/Purdy Elementary and the proper method of doing so.

2018-19

Following this, we took on the single-use plastics problem by joining in the Earth Day Network's Earth Day Campaign for 2018 which was focused on ending plastic pollution. After educating the student body and staff using a variety of media, including a [video](#) they created following researching the problem, 98% of the student body voted to eliminate plastic straws from our food service program (except in cases of medical need) and start to reduce the amount of single-use plastics used elsewhere in our food service program. The resounding referendum on plastic reduction was [highlighted](#) by the local newspaper. Purdy's Green Team once again pioneered a shift in mindset for the district and other schools soon followed our lead and eliminated straws as well.



*Green Team members sharing their reusable water bottles to help eliminate single-use plastics.*

In an effort to continue to address the single-use plastics problem, we participated in the [Trex Plastic Film Recycling Challenge](#) for the 2018-2019 school year, another program that we have decided to make a recurring yearly event due to the mental mindset shift in our staff and students who complained when the collection bins were taken away after the challenge ended! We shared an educational [video](#) we made to kickoff the event on America Recycles Day. While we didn't win, we did make an impact by keeping 197 lbs of plastic film out of the landfill and are going to come back even stronger this year now that our program is gaining publicity. In the spring of 2019, we also collected 161 mascara wands and sent them to Wands for Wildlife, keeping them out of the landfill as well.

Other programs that we have started and continue to collect materials to keep out of the landfill are markers that we recycle through Crayola ColorCycle's program. Last year alone we collected over 2500 markers. We also collect crayons that are no longer wanted and take them to

SCARCE, an environmental group located in Glen Ellyn, IL, where they are made into 'Super Crayons' and donated to those in need.

### *Teachers Make the Shift*

While teachers offer guidance, students are responsible for carrying out all of these tasks (caring for the outdoor spaces, collecting markers, collecting and weighing plastic film for the Trex Challenge, sorting crayons, researching/creating educational videos and posters). Knowing that, the staff felt the need to set a better example and staff competed to collect the most "Green Points" by using reusable silverware and containers for their lunch and our fun treat and staff lunch days. Staff earned a "footprint" for every 5 points they earn as a way to track their impact on their positive mark on the environment. Participating teachers for the week are entered into a drawing and the winner is announced on the loudspeaker and earns a fun 'green' prize of their choice (like mesh produce bags, reusable shopping bags, stainless steel straws, silicone covers to replace plastic wrap).

Not only were the staff inspired to be better stewards of our Earth, but one first grade classroom took it a step further. Their work last year was broken up into two phases. Phase 1 began after doing a quarter of learning around 'interdependence,' learning that every choice we make affects the world around us. These inspired students wanted to take action. With the assistance of their teacher, they wrote a donorschoose.org project (funded in spring 2019) to help eliminate some of the trash they create on a daily basis - swapping out Norwex cloths for antibacterial wipes (eliminating both the throw-away wipes and the plastic bottles in which they are packaged), swapping out glue sponges for glue sticks (which can't be recycled once used), and swapping out plastic bags for crayon storage with metal boxes! These students realized that even as 6 and 7 year-olds, *their voices* could make a positive impact on the world. Like many important projects, one good idea leads to another, initiating phase 2 of the project. Students observed that classroom storage bins are, themselves, a major source of trash. Plastic bins, meant to organize and store their classroom library books are routinely breaking and ending up in the wastebasket. Phase 2 of the project is to replace these poorly designed bins with metal storage bins. Don't worry, they won't throw away the plastic bins. They will be repurposed for a usage better suited to flimsy plastic. The students and teacher wrote another grant which is currently up for funding and remain hopeful that it will be completed successfully.



## *Looking Ahead*

So what are we doing this year? In addition to continuing many of the above initiatives, we are starting a school lunch food donation station to keep uneaten/unwanted food out of the landfill as well as address the issue of food insecurity in our little way. We have a trip to the landfill



planned to continue our learning about open and closed loops (in relation to the recycling process), the business of trash and recycling, and how there really is no 'away.' To help the school community visualize just how much plastic waste is generated, and to provide students with opportunities to express themselves in an artistic manner, a bottle cap/lid mural is planned for our courtyard gardens and we are in the process of

collecting caps. We are installing a Little Free Library in front of our school (with a green roof!) to help prevent books from being discarded as well as encourage reading. Finally, we have joined a number of brigades through [TerraCycle](#) and will be sharing [educational materials](#) related to the processes for recycling toothbrushes/toothpaste/floss, healthy snack pouches (like GoGo Squeeze), and Herbal Essences hair product bottles. These and much more will be documented on our [National Geographic Open Explorer Expedition page](#). The future, from the view of Purdy Elementary, continues to look green!



10/01/2019  
16:10:25

Jefferson County  
FLEXIBLE PERIOD REPORT

FROM 2019 01 TO 2019 12

ACCOUNTS FOR:  
100 General Fund

	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	ACTUALS	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
<hr/>							
12902 Solid Waste Program							
12902 411100 General Property Taxes	-15,708	0	-15,708	-13,090.00	.00	-2,618.00	83.3%
12902 421001 State Aid	-12,000	0	-12,000	.00	.00	-12,000.00	.0%
12902 451009 Deer Track Park Charges	-55,000	0	-55,000	.00	.00	-55,000.00	.0%
12902 458011 Public Solid Waste Charges	-5,000	0	-5,000	-6,356.00	.00	1,356.00	127.1%
12902 485100 Donations - Unrestricted	-5,500	0	-5,500	-800.00	.00	-4,700.00	14.5%
12902 511210 Wages-Regular	26,533	0	26,533	22,254.17	.00	4,278.83	83.9%
12902 511220 Wages-Overtime	0	0	0	238.88	.00	-238.88	.0%
12902 511330 Wages-Longevity Pay	139	0	139	67.82	.00	71.18	48.8%
12902 512141 Social Security	2,040	0	2,040	1,690.20	.00	349.80	82.9%
12902 512142 Retirement (Employer)	1,747	0	1,747	1,092.31	.00	654.69	62.5%
12902 512144 Health Insurance	7,474	0	7,474	.00	.00	7,474.00	.0%
12902 512145 Life Insurance	25	0	25	.84	.00	24.16	3.4%
12902 512150 FSA Contribution	1,000	0	1,000	.00	.00	1,000.00	.0%
12902 512173 Dental Insurance	540	0	540	196.06	.00	343.94	36.3%
12902 529299 Purchase Care & Services	78,000	0	78,000	33,865.53	38,637.66	5,496.81	93.0%
12902 531311 Postage & Box Rent	1,500	0	1,500	142.62	.00	1,357.38	9.5%
12902 531312 Office Supplies	1,200	0	1,200	62.91	.00	1,137.09	5.2%
12902 531313 Printing & Duplicating	2,500	0	2,500	343.20	.00	2,156.80	13.7%
12902 531314 Small Items Of Equipment	2,500	0	2,500	.00	.00	2,500.00	.0%
12902 531322 Subscriptions	100	0	100	99.75	.00	.25	99.8%
12902 531324 Membership Dues	165	0	165	170.00	.00	-5.00	103.0%
12902 531326 Advertising	3,150	0	3,150	2,583.60	.00	566.40	82.0%
12902 531334 Educational Initiative	5,000	0	5,000	880.85	.00	4,119.15	17.6%
12902 532325 Registration	740	0	740	351.00	.00	389.00	47.4%
12902 532332 Mileage	0	0	0	5.25	.00	-5.25	.0%
12902 532335 Meals	100	0	100	79.79	.00	20.21	79.8%
12902 532336 Lodging	492	0	492	403.25	.00	88.75	82.0%
12902 532339 Other Travel & Tolls	50	0	50	.00	.00	50.00	.0%
12902 533225 Telephone & Fax	75	0	75	11.80	.00	63.20	15.7%
12902 535242 Maintain Machinery & Equip	700	0	700	604.97	.00	95.03	86.4%
12902 571004 IP Telephony Allocation	94	0	94	86.13	.00	7.87	91.6%
12902 571005 Duplicating Allocation	1,627	0	1,627	1,491.38	.00	135.62	91.7%
12902 571009 MIS PC Group Allocation	947	0	947	868.12	.00	78.88	91.7%
12902 571010 MIS Systems Grp Alloc (ISIS)	565	0	565	517.88	.00	47.12	91.7%
12902 591519 Other Insurance	163	0	163	188.40	.00	-25.40	115.6%
12902 594950 Operating Reserve	45,801	59,669	105,470	.00	.00	105,470.42	.0%
12902 699700 Resv Applied Operating	-91,759	-59,669	-151,428	.00	.00	-151,428.42	.0%
TOTAL Solid Waste Program	0	0	0	48,050.71	38,637.66	-86,688.37	.0%

10/01/2019  
16:10:25

Jefferson County  
FLEXIBLE PERIOD REPORT

FROM 2019 01 TO 2019 12

	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	ACTUALS	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
GRAND TOTAL	0	0	0	48,050.71	38,637.66	-86,688.37	.0%