Jefferson County Solid Waste & Air Quality Committee

Jefferson County Courthouse 311 S. Center Ave., Room C2003 Jefferson, WI 53549 Agenda

April 1, 2025 - 8:30 A.M.

Members:

Joan Callan, Robert Preuss, Mark Groose, Dan Herbst, Matthew Tracy

Place:

Room C2003, Jefferson County Courthouse OR Via Zoom Videoconference

Join the Teams meeting now

Meeting ID: 282 377 362 103

Passcode: Gr3MM3pQ

- 1. Call to Order
- 2. Roll Call (Establish a Quorum)
- Certification of Compliance with the Open Meetings Law
- 4. Approval of the Agenda
- 5. 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)
- 6. Approval of Minutes February 4, 2025 Solid Waste Committee Meeting
- 7. Communications
- 8. Departmental Update
- 9. Discussion on Solid Waste Departmental 2024 Financial Report
- 10. Discussion on Solid Waste Departmental 2025 Financial Report
- 11. Update from Waste Collection Partners
- 12. Discussion and Possible Action on Reimbursements to Towns for the Disposal of Tires survey results
- 13. Discussion and Possible Action on Partnering with Dane County and Waukesha County to provide services to Jefferson County residents for disposal of Hazardous Waste items during non-event times
- 14. Discussion on April 4 & 5 Clean Sweep Event
- 15. Discussion and Possible Action on a Resolution Supporting the Clean Sweep Program
- 16. Discussion and Possible Action on future Meeting Dates and Possible Agenda Items
- 17. Next Solid Waste Committee Meeting is scheduled for Tuesdays June 3; August 5; October 7; December 2, 2025, at 8:30 A.M.
- 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 accommodation 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 Ave., Room C2003 Jefferson, WI 53549

February 4, 2025 Minutes

- 1. Call to Order Meeting was called to order by Supervisor Callan at 8:30 a.m.
- 2. **Roll Call (Establish a Quorum)** Committee Members: Joan Callan, Bob Preuss and Mark Groose were present. Dan Herbst and Matthew Tracy were absent. Staff Present: Matt Zangl and Kim Buchholz. Dave Schilling, Ixonia Transfer Site was present via Zoom.
- 3. Certification of Compliance with the Open Meetings Law In compliance per Zangl.
- 4. Approval of the Agenda Motion by Groose, seconded by Preuss. Approved as printed, 3-0.
- 5. Public Comment None
- 6. **Approval of Minutes December 3, 2024 Solid Waste Committee Meeting** Motion by Preuss, seconded by Groose, to approve December 3, 2024 Solid Waste committee meeting minutes. Motion approved, 3-0.
- 7. Communications None
- 8. Departmental Update Buchholz stated that the final reports for the 2024 Clean Sweep and Unused Prescription Drug grants have been submitted. The final 2024 electronics annual report and 2025 collector registration have been submitted. We collected 98,552 lbs. of reportable electronics. A mailing was sent to all veterinarians and pharmacies within the County with updated posters for them to post for their clientele on where and how to properly dispose of unused prescription and over-the-counter drugs.
- 9. **Discussion on Solid Waste Departmental 2024 Financial Report** A copy of the 2024 budget to date was distributed to the committee. Buchholz stated that all expenses for 2024 are accounted for, and we are waiting for reimbursements from the 2024 grants. The host fees were received yesterday and deposited. Zangl reported that if you look at the bottom line, once the revenue from the grants and host fees are applied, we basically break even.
- 10. Discussion on Solid Waste Departmental 2025 Financial Report No report to be given at this time.
- 11. Update from Waste Collection Partners No report currently.
- 12. **Discussion and Possible Action on Reimbursements to Towns for the Disposal of Tires** Buchholz reported that an electronic survey is being finalized to send out to the municipal clerks. It is the hope that the information will be received and compiled to report back on at the next meeting.
- 13. **Discussion and Possible Action on 2025 Electronic and Appliance Recycler Contractor** Buchholz reported that the final contract is currently being reviewed by corporation counsel. The dates are May 10, June 7 and October 18.
- 14. Discussion and Possible Action on 2025 Fees for Clean Sweep Events Buchholz distributed and explained the Solid Waste Events Summary table that provided committee members with yearly comparisons. See below.

Solid Waste Events Summary

Year	Host Agreement Revenue	<u>Grants</u> <u>Awarded</u>	Clean Sweep Contractor Expenses	Donations Received	Income From Events
2018	\$71,405	\$17,000	\$77,497	\$5,215.00	
2019	\$77,133	\$17,560	\$74,413	\$3,425.00	
2020	\$79,896	\$17,580	\$39,077	\$4,415.00	\$2,205.00
2021	\$105,591	\$21,630	\$100,804	\$5,390.00	\$6,425.00
2022	\$108,215	\$20,853	\$71,331	\$5,750.00	\$4,961.00
2023	\$122,690	\$25,200	\$100,497	\$3,050.00	\$6,731.00
2024	Estimate \$115,000	\$24,308	\$116,551	\$6,750.00	\$4,151.00
2025**	\$100,000.00	\$25,982	\$110,000	\$4,100.00	

**Budget Estimated

***As of 2/3/2025

Breakdown: HHW \$14,745.63; Ag \$5,428.26; Rx \$4,134.47

Zangl stated that a decision was needed on what fees were to be charged for the 2025 Clean Sweep events. Discussion occurred about charging differently based on the amount being recycled; i.e. small amount, truck load and truck and trailer. Motion was made by Groose, seconded by Preuss, to charge \$10 for a small load, \$50 for a pickup truck full and \$100 for a truck & trailer with flexibility if needed. Motion passed. Buchholz will report back to the committee if there are issues when people are registering with the fees.

- 15. **Discussion and Possible Action on future Meeting Dates and Possible Agenda Items** Tire discussion, final 2024 budget, Spring Clean Sweep (April 4 & 5) volunteers and details. items plus normal agenda items.
- 16. Next Solid Waste Committee Meeting Tuesday, April 1, 2025 at 8:30 a.m.
- 17. Adjourn Meeting adjourned at 9:02 a.m.



Jefferson County FLEXIBLE PERIOD REPORT

PAGE 1 glflxrpt

FRCM 2024 01 TO 2024 12

ACCOLNTS FOR: 100 General Fund	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	ACTUALS	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
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12902 411100 General Property Taxes 12902 421001 State Aid 12902 421001 12902 State Aid 12902 421001 12903 State Aid 12902 421001 12903 State Aid 12902 421001 12905 State Aid 12902 421001 12905 State Aid 12902 421003 State Aid GPR 12902 451009 Deer Track Park Charges 12902 458011 Public Solid Waste Char 12902 458011 12903 Public Solid Wast 12902 458011 12904 Public Solid Wast 12902 478007 Municipal Other Charges 12902 472007 12903 Municipal Other C 12902 472007 12904 Municipal Other C 12902 472007 12905 Municipal Other C 12902 472007 12905 Municipal Other C 12902 481001 Interest & Dividends 12902 485100 Donations - Unrestricte 12902 485100 Donations - Unrestricte 12902 486014 Sale Recyling Material 12902 511210 Wages-Regular 12902 511210 Wages-Pick Leave 12902 511310 Wages-Holiday Pay 12902 511340 Wages-Holiday Pay 12902 511340 Wages-Holiday Pay 12902 512141 Social Security 12902 512142 Retirement (Employer) 12902 512142 Retirement (Employer) 12902 512143 Retirement (Employer) 12902 512151 HSA Contribution 12902 512151 HSA Contribution 12902 512153 HRA Contribution 12902 512153 HRA Contribution 12902 512153 Dental Insurance 12902 529299 Purchase Care & S 12902 529299 12902 Purchase Care & S 12902 529299 12904 Purchase Care & S 12902 529299 12904 Purchase Care & S	1,040 -20,000 0 0 0 0 0 0 -90,000 -6,000 0 0 0 -20,000 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0	.00 .00 .00 .00 .00 .00 .00 .00 .00 .00	1,039.96 -20,000.00 .00 .00 .00 .00 -90,000.00 -6,000.00 .00 .00 .00 .00 .00 .00 .00 .00	1,039.92 -21,758.90 .00 .00 .00 -4,134.47 .00 -115,105.54 -4,151.30 .00 .00 .00 .00 .00 .00 .00 .00 .00		1,758.90 .00 .00 .00 4,134.47 .00 25,105.54 -1,848.70 .00 .00 .00 .00 .00 .00 .00 .00 .742.35 .279.56 .00 .00 -187.50 .00 .00 -187.50 .00 .101.95 .224.57 5,733.64	. 0% . 0% . 0% . 0% . 0% . 0% . 0% . 0%



Jefferson County FLEXIBLE PERIOD REPORT

PAGE 2 glflxrpt

FRCM 2024 01 TO 2024 12

ACCOUNTS FOR: 100 General Fund	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	ACTUALS	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
12902 529299 12905 Purchase Care & S 12902 531301 Office Equipment 12902 531303 Computer Equipmt & Soft 12902 531312 Postage & Box Rent 12902 531312 12903 Office Supplies 12902 531312 12904 Office Supplies 12902 531312 12905 Office Supplies 12902 531313 12905 Printing & Duplic 12902 531313 12902 Printing & Duplic 12902 531313 12904 Printing & Duplic 12902 531313 12904 Printing & Duplic 12902 531313 12904 Printing & Duplic 12902 531313 12905 Printing & Duplic 12902 531314 Small Items Of Equipmen 12902 531314 Small Items Of Equipmen 12902 531314 12902 Small Items Of Eq 12902 531314 12902 Printing & Duplic 12902 531314 12905 Printing & Duplic 12902 531316 Daylor Small Items 12902 531316 Advertising 12902 531326 Advertising 12902 531326 12904 Advertising 12902 531326 12904 Advertising 12902 531326 12905 Advertising 12902 531326 I2905 Advertising 12902 531326 I2905 Advertising 12902 532335 Registration 12902 532335 Mileage 12902 532335 Models 12902 532335 Lodging 12902 532336 Lodging 12902 532336 Lodging 12902 532336 Lodging 12902 533225 Telephone & Fax 12902 533225 Telephone & Fax 12902 535242 Maintain Machinery & Eq 12902 571004 IP Telephony Allocation 12902 571005 Duplicating Allocation 12902 571006 Solid Waste Charges 12902 571009 MIS PC Group Allocation 12902 571000 MIS Systems Grp Alloc(I 12902 591519 Other Insurance 12902 594813 Capital Office Equip 12902 699700 Resv Applied Operating 12902 699909 Budgetary Fund Balance	0 100 270 0 20 500 241 84 0	.00 .00 .00 .00 .00 .00 .00 .00 .00 .00	.00 .00 .00 .00 .00 .00 .00 .00 .00 .00	.00 .00 503.98 207.37 592.50 35.84 .00 .00 .00 .00 .00 .00 .00 .00 .00 .0		.000 .000 .503.98 .107.37 .92.50 .35.84 .000 .000 .391.74 .000 .000 .000 .000 .000 .000 .000 .	118.5% .0% .0% .0% .0% .0% .0% .0% .0% .0% .0



Jefferson County FLEXIBLE PERIOD REPORT

PAGE 3 glflxrpt

FROM 2024 01 TO 2024 12

ACCOUNTS FOR: 100 General Fund	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	ACTUALS	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
TOTAL General Fund	0	.00	.00	-5,619.75		5,619.75	. 0%
TOTAL REVENUES TOTAL EXPENSES	-465,740 465,740	-9,544.57 9,544.57	-475,284.38 475,284.38	-172,010.29 166,390.54		-303,274.09 308,893.84	



Jefferson County FLEXIBLE PERIOD REPORT

PAGE 4 glflxrpt

FROM 2024 01 TO 2024 12

	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	ACTUALS	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
						AND A STATE OF THE STATE OF	Ellori
GRAND TOTAL	0	.00	.00	-5,619.75		5,619,75	.0%



Jefferson County FLEXIBLE PERIOD REPORT

PAGE 1 glflxrpt

FRCM 2025 01 TO 2025 12

ACCOLNTS FOR: 100 General Fund	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	ACTUALS	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
12902 Solid Waste Program 12902 411100 General Property Taxes	0	.00	.00	.00		00	00/
12902 421001 State Aid 12902 421001 12902 State Aid 12902 421001 12903 State Aid	0 0 -17,786	.00 .00 .00	.00 .00 -17,786.00	.00 .00 .00		.00 .00 .00 -17,786.00	. 0% . 0% . 0% . 0%
12902 421001 12904 State Aid 12902 421001 12905 State Aid 12902 421003 State Aid GPR	-4,780 -3,400 0	.00 .00 .00	-4,780.00 -3,400.00 .00	.00 .00 .00		-4,780.00 -3,400.00 -00	.0%
12902 451009 Deer Track Park Charges 12902 458011 Public Solid Waste Char 12902 458011 12903 Public Solid Wast	-100,000 -5,500 0	.00 .00 .00	-100,000.00 -5,500.00 .00	.00 .00 .00		-100,000.00 -5,500.00	.0%
12902 458011 12904 Public Solid Wast 12902 472007 Municipal Other Charges 12902 472007 12903 Municipal Other C	-20,000 0	.00 .00 .00	.00 -20,000.00 .00	.00 .00 .00		.00 -20,000.00 .00	. 0% . 0% . 0%
12902 472007 12904 Municipal Other C 12902 472007 12905 Municipal Other C 12902 481001 Interest & Dividends	0 0 0	.00 .00 .00	.00 .00 .00	.00 .00 .00		.00 .00 .00	.0% .0% .0%
12902 485100 Donations - Unrestricte 12902 486014 Sale Recyling Material 12902 511210 Wages-Regular	-4,000 0 39,910	.00 .00 .00	-4,000.00 .00 39,910.19	-3,500.00 .00 6,106.69		-500.00 .00 33,803.50	87.5% .0% 15.3%
12902 511220 wages-Overtime 12902 511310 Wages-Sick Leave 12902 511320 Wages-Vacation Pay 12902 511330 Wages-Longevity Pay	355 0 0 225	.00 .00 .00	355.32 .00 .00	.00 .00 .00		355.32 .00 .00	. 0% . 0% . 0%
12902 511340 Wages-Holiday Pay 12902 511350 Wages-Hiscellaneous(Com 12902 512141 Social Security	0 0	.00 .00 .00	225.00 .00 .00	.00 .00 .00		225.00 .00 .00	. 0% . 0% . 0%
12902 512142 Retirement (Employer) 12902 512144 Health Insurance 12902 512145 Life Insurance	3,098 2,564 0 17	.00 .00 .00	3,097.52 2,563.89 .00	467.18 382.86 .00		2,630.34 2,181.03 .00	15.1% 14.9% .0%
12902 512150 FSA Contribution 12902 512151 HSA Contribution 12902 512152 Limited FSA Contributio	0 0 0	.00 .00 .00	17.14 .00 .00	2.46 .00 .00		14.68 .00 .00	14.4% .0% .0%
12902 512153 HRA Contribution 12902 512173 Dental Insurance 12902 529299 Purchase Care & Service	0 662 110.000	.00 .00 .00 .00	.00 .00 662.40 110,000.00	.00 .00 128.14 .00		.00 .00 534.26	.0% .0% 19.3%
12902 529299 12902 Purchase Care & S 12902 529299 12903 Purchase Care & S 12902 529299 12904 Purchase Care & S	0 0 0	.00	.00 .00 .00	.00 .00 .00		110,000.00 .00 .00 .00	. 0% . 0% . 0% . 0%



Jefferson County FLEXIBLE PERIOD REPORT

PAGE 2 glflxrpt

FROM 2025 01 TO 2025 12

ACCOUNTS FOR: 100 General Fund	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	ACTUALS	ENCUMBRANCES	AVAILABLE	PCT
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12902 531303 Computer Equipmt & Soft	Ö	.00	.00	.00		.00	.0%
12902 531311 Postage & Box Rent	100	.00	100.00	125.19		-25.19	
12902 531312 OTTICE Supplies	750	.00	750.00	121.94		628.06	16.3%
12902 531312 12903 Office Supplies	Ŭ	.00	.00	.00		.00	. 0%
12902 531312 12905 Office Supplies	ň	.00	.00	.00		.00	.0%
12902 531313 Printing & Duplicating	500	.00	500.00	246.12		.00 253.88	.0% 49.2%
12902 531313 12902 Printing & Duplic	0	.00	.00	.00		.00	.0%
12902 531313 12903 Printing & Duplic	Ō	.00	.00	.00		.00	.0%
12902 531313 12904 Printing & Duplic	0	.00	.00	.00		.00	.0%
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12902 531314 12902 Small Items Of Eq	ŏ	.00	.00	.00		.00	.0% .0%
12902 531322 Subscriptions	100	.00	100.00	.00		100.00	.0%
12902 531324 Membership Dues	250	.00	250.00	255.00			102.0%
12902 531326 Advertising	2,000	.00	2,000.00	.00		2,000.00	.0%
12902 331326 12902 Advertising	Ü	.00	.00	.00		.00	. 0%
12902 531326 12904 Advertising	ň	.00	.00 .00	.00		.00	. 0%
12902 531326 12905 Advertising	ŏ	.00	.00	.00		.00	.0%
12902 531334 Educational Initiative	5,000	.00	5,000.00	1,169.99		3,830.01	23.4%
12902 532325 Registration	500	.00	500.00	385.00		115.00	77.0%
12902 532332 Mileage 12907 532335 Meals	100	.00	.00	.00		.00	.0%
12902 532336 Lodging	100 294	.00	100.00 294.00	78.44 196.00		21.56	78.4%
12902 532339 Other Travel & Tolls	20	.00	.00	.00		98.00	66.7% .0%
12902 533225 Telephone & Fax	20	.00	20.00	.00		20.00	.0%
12902 535242 Maintain Machinery & Eq	0	.00	.00	.00		.00	.0%
12902 571004 IP Telephony Allocation	255	.00	255.00	42.50		212.50	16.7%
12902 571006 Solid Waste Charges	10	.00 .00	18.00 .00	3.00 .00		15.00	16.7% .0%
12902 571006 12902 Solid Waste Charg	ŏ	.00	.00	.00		.00	.0%
12902 571009 MIS PC Group Allocation	1,647	.00	1,647.00	274.50		1,372.50	16.7%
12902 5/1010 MIS Systems Grp Alloc(I	427	.00	427.00	71.16		355.84	16.7%
12902 594813 Capital Office Equip	310	.00 .00	309.86	63.36		246.50	20.4%
12902 594950 Operating Reserve	316.568	11, 739, 96	.00 328,307.77	.00 .00 .00		.00 328,307.77	.0%
12902 699700 Resv Applied Operating	-330,204	11,739.96 -11,739.96	-341,944.09	.00		-341,944.09	.0% .0%
12902 699800 Resv Applied Capital	0	.00	.00	.00		.00	.0%
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Jefferson County FLEXIBLE PERIOD REPORT

PAGE 3 glflxrpt

FROM 2025 01 TO 2025 12

ACCOUNTS FOR:	ORIGINAL	TRANFRS/	REVISED	ACTUALS	AVAILABLE	PCT
100 General Fund	APPROP	ADJSTMTS	BUDGET		ENCUMBRANCES BUDGET	USED
TOTAL General Fund	0	.00	.00	6,619.53	-6,619.53	. 0%
TOTAL REVENUES	-485,670	-11,739.96	-497,410.09	-3,500.00	-493,910.09	
TOTAL EXPENSES	485,670	11,739.96	497,410.09	10,119.53	487,290.56	



Jefferson County FLEXIBLE PERIOD REPORT PAGE 4 glflxrpt

FROM 2025 01 TO 2025 12

	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	ACTUALS	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
GRAND TOTAL	0	.00	.00	6,619.53		-6,619.53	.0%

RESOLUTION NO. 2025-

Resolution in Support of the Jefferson County Clean Sweep, E-Waste Recycling, Tire Recycling, and Drug Take Back Program

Executive Summary

For many years, the Clean Sweep program has successfully provided the citizens of Jefferson County an annual opportunity to dispose of unwanted hazardous household and agricultural wastes, as well as unwanted prescription drugs, in a convenient and affordable manner. Without the Clean Sweep program, residents of Jefferson County would have no means to properly dispose of these items. Providing these services keeps hazardous waste out of the landfills and wastewater treatment facilities, helping to protect the local environment and groundwater from potentially harmful materials. The Jefferson County Solid Waste Program holds multiple annual events in Jefferson County, collecting hazardous household and agricultural waste, electronics (e-waste), appliances, and tires. The Clean Sweep program also helps provide assistance to the Jefferson County Sheriff's Department and local police departments in successfully implementing a Drug Take Back program across Jefferson County, where over 29,091 pounds of unwanted prescription drugs have been collected since 2008. One of the many factors that promotes successful events is the grant funding opportunities through the Wisconsin Department of Agriculture, Trade and Consumer Protection (DATCP) and Wisconsin Department of Natural Resources. This resolution shows support of grant funding opportunities and the Jefferson County collection programs.

The Jefferson County Board of Supervisors continues to support the collection and proper disposal of hazardous waste throughout Jefferson County through the Clean Sweep Program.

The Solid Waste Committee considered this resolution at its April 1, 2025 meeting and recommended forwarding this resolution to the County Board of Supervisors to display support of the Jefferson County Clean Sweep, E-Waste Recycling, Tire Recycling, and Drug Take Back Programs.

WHEREAS, the Executive Summary is incorporated in this resolution, and

WHEREAS, the Jefferson County Solid Waste Program is interested in hosting Clean Sweep events open to all Jefferson County residents to collect and safely dispose of unwanted agricultural and household hazardous wastes and unwanted prescription drugs, and

WHEREAS, the Jefferson County Solid Waste Program will provide assistance to local police departments throughout the year in the collection of unwanted prescription drugs, and

NOW, THEREFORE, BE IT RESOLVED, by the Jefferson County Board of Supervisors displays support of the Wisconsin Department of Agriculture, Trade, and Consumer Protection Clean Sweep program.

Fiscal Note: Ado	otion of this	Resolution	will have no fisc	cal impact.		
	Aves	Noes	Abstain	Absent	Vacant	