Jefferson County Solid Waste & Air Quality Committee

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

October 7, 2025 – 8:30 A.M.

Members: Joan Callan, Robert Preuss, Mark Groose, Dan Herbst, Matthew Tracy
Place: Room C2003, Jefferson County Courthouse **OR** Via Teams Videoconference

Join the meeting now

Meeting ID: 279 621 656 145 3

Passcode: Pa6JV2Rz

1. Call to Order
2. Roll Call (Establish a Quorum)
3. 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 – August 5, 2025 Solid Waste Committee Meeting
7. Communications
8. Departmental Update
9. Discussion on Solid Waste Departmental 2025 Financial Report
10. Discussion on 2026 Solid Waste Budget
11. Update from Waste Collection Partners
12. Discussion and Recap of Events Held:
    - September 19 & 20 Clean Sweep Event
13. Discussion on October 18 Electronic & Appliance Event Logistics
14. Discussion on including propane tanks in 2026 Clean Sweep Collection events
15. Update on Dane and Waukesha County Hazardous Waste 2026 Collection Contracts
16. Update on 2026 Grants
17. Discussion and Possible Action on future Meeting Dates and Possible Agenda Items
18. Next Solid Waste Committee Meeting is scheduled for Tuesdays – December 2, 2025; February 3, 2026
19. 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

August 5, 2025 Minutes

1. **Call to Order** – Meeting was called to order by Supervisor Callan at 8:32 a.m.
2. **Roll Call (Establish a Quorum)** – Committee Members: Joan Callan, Dan Herbst and Bob Preuss were present. Matt Tracy and Mark Groose were absent. Staff Present: Kim Buchholz. Waste Collection Partners Present: Collin Barrington, Veolia.
3. **Certification of Compliance with the Open Meetings Law** – In compliance.
4. **Approval of the Agenda** – Motion by Herbst, seconded by Preuss. Approved as printed, 3-0.
5. **Public Comment** - None
6. **Approval of Minutes – June 3, 2025 Solid Waste & Air Quality Committee Meeting** – Motion by Herbst, seconded by Preuss, to approve June 3, 2025 Solid Waste & Air Quality Committee meeting minutes as printed. Motion approved, 3-0.
7. **Communications** – None
8. **Departmental Update** – Buchholz reported to the committee that she has contacted both Dane and Waukesha Counties regarding establishing a partnership for hazardous waste disposal during non-event times. They are drafting agreements for 2026 for 10 vouchers each. Buchholz noted that Jefferson County is updating the website so Solid Waste website will be changing. Buchholz stated that word has not yet been received on the 2026 submitted grants. Parks, Land Conservation, GIS and Zoning staffed a combined booth at the Jefferson County Fair. Callan commented that she felt the wheel attracted people to the table. She also felt it was good to have a booth and share it between departments.
9. **Discussion on Solid Waste Departmental 2025 Financial Report** – A copy of the 2025 current budget was distributed to the committee in the agenda packet. Buchholz stated that the budget is on track.
10. **Discussion on 2026 Solid Waste Budget** – A copy of the 2026 draft budget was distributed to the committee in the agenda packet. Buchholz highlighted a couple line items on the proposed 2026 budget. Line item 12902.531008 (Haz Recylc) was added in the amount of $3,000. This is to provide for the partnership between Waukesha and Dane Counties for hazardous waste disposal during not event times. Otherwise, the budget is similar to 2025.
11. **Update from Waste Collection Partners** – No reports.
12. **Discussion and Recap of Events Held** – On June 7, the Electronics & Appliance Recycling Event was held in Lake Mills at the Water and Street Department. Buchholz handed out the survey summary from the event that included the total poundage collected by category.

    Buchholz felt the event went well. Having the ability to utilize the parking lot across the street helped tremendously with traffic control. Buchholz stated the only item where she felt improvements could be made were where the appliance contractor set up. Discussion occurred. Preuss commented that reversing the traffic pattern may help but didn't know if that was possible. He also commented that it was very good to have people further up the street directing traffic. Callan commented that reversing the traffic flow would provide for less off-street lining up of cars. Overall, everyone felt the event went well and that we need to continue to have 7-9 volunteers to run the event efficiently.

13. **Discussion on September 19 & 20 Clean Sweep Event Logistics** – The next Clean Sweep event is on September 19 & 20 at the City of Watertown Street Department. Friday's event is from 3-5:30 p.m. with businesses coming in from 2:30-3 p.m. and Saturday's event is from 8-10 a.m. Question was asked about batteries. Barrington explained that car, tractor and alkaline batteries are not accepted. Buchholz said that lithium and button batteries are. Preuss asked about light bulbs. Barrington stated that fluorescent tubes and curly bulbs are accepted. It was discussed if we would have enough traffic cones. Barrington said they could handle the cones within the building. Buchholz stated that she would touch base with Watertown to discuss if they could put out safety cones for traffic control. Buchholz also stated that we will need volunteers to work the event and will be sending out an email in the beginning of September.
14. **Discussion and Possible Action on future Meeting Dates and Possible Agenda Items** - Discussion on including propane tanks as part of hazardous waste recycling events; update on Dane and Waukesha County contracts; update on 2026 grants; recap September 19 & 20 events; logistics for October 18 event.
15. **Next Solid Waste Committee Meeting** – October 7 & December 2, 2025
16. **Adjourn** – Meeting adjourned at 9:06 a.m. Motion by Preuss, seconded by Herbst.

FROM 2025 01 TO 2025 12

ACCOUNTS FOR:
100 General Fund

12902 Solid Waste Program

ACCOUNTS	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	ACTUALS	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
12902 411100 General Property Taxes	0	.00	.00	.00		.00	.0%
12902 421001 State Aid	0	.00	.00	-1,014.46		1,014.46	.0%
12902 421001 12902 State Aid	0	.00	.00	.00		.00	.0%
12902 421001 12903 State Aid	-17,786	.00	-17,786.00	.00		-17,786.00	.0%
12902 421001 12904 State Aid	-4,780	.00	-4,780.00	.00		-4,780.00	.0%
12902 421001 12905 State Aid	-3,400	.00	-3,400.00	.00		-3,400.00	.0%
12902 421003 State Aid GPR	0	.00	.00	.00		.00	.0%
12902 451009 Deer Track Park Charges	-100,000	.00	-100,000.00	.00		-100,000.00	.0%
12902 458011 Public Solid Waste Char	-5,500	.00	-5,500.00	-9,076.00		3,576.00	165.0%
12902 458011 12903 Public Solid Wast	0	.00	.00	.00		.00	.0%
12902 458011 12904 Public Solid Wast	0	.00	.00	.00		.00	.0%
12902 472007 Municipal Other Charges	-20,000	.00	-20,000.00	.00		-20,000.00	.0%
12902 472007 12903 Municipal Other C	0	.00	.00	.00		.00	.0%
12902 472007 12904 Municipal Other C	0	.00	.00	.00		.00	.0%
12902 472007 12905 Municipal Other C	0	.00	.00	.00		.00	.0%
12902 481001 Interest & Dividends	0	.00	.00	.00		.00	.0%
12902 485100 Donations - Unrestricte	-4,000	.00	-4,000.00	-4,050.00		50.00	101.3%
12902 486014 Sale Recyling Material	0	.00	.00	.00		.00	.0%
12902 511210 Wages-Regular	39,910	.00	39,910.19	23,970.41		15,939.78	60.1%
12902 511220 Wages-Overtime	355	.00	355.32	43.81		311.51	12.3%
12902 511310 Wages-Sick Leave	0	.00	.00	.00		.00	.0%
12902 511320 Wages-Vacation Pay	0	.00	.00	.00		.00	.0%
12902 511330 Wages-Longevity Pay	225	.00	225.00	.00		225.00	.0%
12902 511340 Wages-Holiday Pay	0	.00	.00	.00		.00	.0%
12902 511350 Wages-Miscellaneous(Com	0	.00	.00	.00		.00	.0%
12902 512141 Social Security	3,098	.00	3,097.52	1,837.16		1,260.36	59.3%
12902 512142 Retirement (Employer)	2,564	.00	2,563.89	1,514.54		1,049.35	59.1%
12902 512144 Health Insurance	0	.00	.00	.00		.00	.0%
12902 512145 Life Insurance	17	.00	17.14	11.42		5.72	66.6%
12902 512150 FSA Contribution	0	.00	.00	.00		.00	.0%
12902 512151 HSA Contribution	0	.00	.00	.00		.00	.0%
12902 512152 Limited FSA Contributio	0	.00	.00	.00		.00	.0%
12902 512153 HRA Contribution	0	.00	.00	.00		.00	.0%
12902 512173 Dental Insurance	662	.00	662.40	404.14		258.26	61.0%
12902 529299 Purchase Care & Service	110,000	.00	110,000.00	57,876.17		-1,331.21	101.2%
12902 529299 12902 Purchase Care & S	0	.00	.00	.00		.00	.0%
12902 529299 12903 Purchase Care & S	0	.00	.00	.00		.00	.0%
12902 529299 12904 Purchase Care & S	0	.00	.00	.00		.00	.0%

FROM 2025 01 TO 2025 12

ACCOUNTS FOR: 100 General Fund	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	ACTUALS	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
12902 529299 12905 Purchase Care & S	0	.00	.00	.00		.00	.0%
12902 531008 Hazard Recycle Charges	0	.00	.00	.00		.00	.0%
12902 531301 Office Equipment	0	.00	.00	.00		.00	.0%
12902 531303 Computer Equipmt & Soft	0	.00	.00	.00		.00	.0%
12902 531311 Postage & Box Rent	100	.00	100.00	135.41		-35.41	135.4%
12902 531312 Office Supplies	750	.00	750.00	269.64		480.36	36.0%
12902 531312 12903 Office Supplies	0	.00	.00	.00		.00	.0%
12902 531312 12904 Office Supplies	0	.00	.00	242.05		-242.05	.0%
12902 531312 12905 Office Supplies	0	.00	.00	.00		.00	.0%
12902 531313 Printing & Duplicating	500	.00	500.00	656.80		-156.80	131.4%
12902 531313 12902 Printing & Duplic	0	.00	.00	.00		.00	.0%
12902 531313 12903 Printing & Duplic	0	.00	.00	.00		.00	.0%
12902 531313 12904 Printing & Duplic	0	.00	.00	.00		.00	.0%
12902 531313 12905 Printing & Duplic	0	.00	.00	.00		.00	.0%
12902 531314 Small Items Of Equipmen	0	.00	.00	.00		.00	.0%
12902 531314 12902 Small Items Of Eq	0	.00	.00	.00		.00	.0%
12902 531322 Subscriptions	100	.00	100.00	.00		100.00	.0%
12902 531324 Membership Dues	250	.00	250.00	255.00		-5.00	102.0%
12902 531326 Advertising	2,000	.00	2,000.00	399.78		1,600.22	20.0%
12902 531326 12902 Advertising	0	.00	.00	.00		.00	.0%
12902 531326 12903 Advertising	0	.00	.00	.00		.00	.0%
12902 531326 12904 Advertising	0	.00	.00	.00		.00	.0%
12902 531326 12905 Advertising	0	.00	.00	.00		.00	.0%
12902 531334 Educational Initiative	5,000	.00	5,000.00	2,533.62		2,466.38	50.7%
12902 532325 Registration	500	.00	500.00	385.00		115.00	77.0%
12902 532332 Mileage	0	.00	.00	.00		.00	.0%
12902 532335 Meals	100	.00	100.00	78.44		21.56	78.4%
12902 532336 Lodging	294	.00	294.00	196.00		98.00	66.7%
12902 532339 Other Travel & Tolls	0	.00	.00	.00		.00	.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	191.25		63.75	75.0%
12902 571005 Duplicating Allocation	18	.00	18.00	13.50		4.50	75.0%
12902 571006 Solid Waste Charges	0	.00	.00	.00		.00	.0%
12902 571006 12902 Solid Waste Charg	0	.00	.00	.00		.00	.0%
12902 571009 MIS PC Group Allocation	1,647	.00	1,647.00	1,235.25		411.75	75.0%
12902 571010 MIS Systems Grp Alloc(I	427	.00	427.00	320.22		106.78	75.0%
12902 591519 Other Insurance	310	.00	309.86	285.12		24.74	92.0%
12902 594813 Capital Office Equip	0	.00	.00	.00		.00	.0%
12902 594950 Operating Reserve	316,568	11,739.96	328,307.77	.00		328,307.77	.0%
12902 699700 Resv Applied Operating	-330,204	-11,739.96	-341,944.09	.00		-341,944.09	.0%
12902 699800 Resv Applied Capital	0	.00	.00	.00		.00	.0%

FROM 2025 01 TO 2025 12

ACCOUNTS FOR: 100 General Fund	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	ACTUALS	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
12902 699999 Budgetary Fund Balance	0	.00	.00	.00		.00	.0%
TOTAL General Fund	0	.00	.00	78,714.27		-132,169.31	.0%
TOTAL REVENUES	-485,670	-11,739.96	-497,410.09	-14,140.46		-483,269.63	
TOTAL EXPENSES	485,670	11,739.96	497,410.09	92,854.73		351,100.32	

FROM 2025 01 TO 2025 12

	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	ACTUALS	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
GRAND TOTAL	0	.00	.00	78,714.27		-132,169.31	.0%

Jefferson County

NEXT YEAR BUDGET HISTORICAL COMPARISON

PROJECTION: 2601 2026 BUDGET FOR PERIOD 99

ACCOUNTS FOR:

General Fund		PRIOR FY3 ACTUALS	PRIOR FY2 ACTUALS	LAST FY1 ACTUALS	CY ACTUALS	CY REV BUDGET	PROJECTION LEVEL 4	PCT CHANGE
12902 Solid Waste Program								
12902 411100	Gen Prop T	-520.92	919.68	1,039.92	.00	.00	.00	.0%
12902 421001	St Aid	-20,853.57	-25,200.63	-21,758.90	-1,014.46	.00	-22,000.00	.0%
12902 421001 12902	St Aid	.00	.00	.00	.00	.00	.00	.0%
12902 421001 12903	St Aid	.00	.00	.00	.00	-17,786.00	.00	.0%
12902 421001 12904	St Aid	.00	.00	.00	.00	-4,780.00	.00	.0%
12902 421001 12905	St Aid	.00	.00	-4,134.47	.00	-3,400.00	.00	.0%
12902 421003	St Aid GPR	.00	.00	.00	.00	.00	.00	.0%
12902 451009	Deer Track	-108,215.64	-122,690.20	-115,105.54	.00	-100,000.00	-100,000.00	.0%
12902 458011	Pub SW Cg	-4,961.00	-6,731.50	-4,151.30	-12,084.00	-5,500.00	-10,000.00	81.8%
12902 458011 12903	Pub SW Cg	.00	.00	.00	.00	.00	.00	.0%
12902 458011 12904	Pub SW Cg	.00	.00	.00	.00	.00	.00	.0%
12902 472007	Mun Othr	-20,000.00	-20,100.00	-20,000.00	.00	-20,000.00	-20,000.00	.0%
12902 472007 12903	Mun Othr	.00	.00	.00	.00	.00	.00	.0%
12902 472007 12904	Mun Othr	.00	.00	.00	.00	.00	.00	.0%
12902 472007 12905	Mun Othr	.00	.00	.00	.00	.00	.00	.0%
12902 481001	Int & Div	.00	.00	.00	.00	.00	.00	.0%
12902 485100	Donat-Unr	-5,750.00	-3,550.00	-7,900.00	-5,050.00	-4,000.00	-7,000.00	75.0%
12902 486014	Sale Recy	.00	.00	.00	.00	.00	.00	.0%
12902 511210	Wage Reg	21,802.09	22,497.51	31,160.10	23,970.41	39,910.19	41,804.13	4.7%
12902 511220	Wage Ovt	149.56	462.48	10.64	43.81	355.32	13.72	-96.1%
12902 511310	Wage SL	.00	.00	.00	.00	.00	.00	.0%
12902 511320	Wage Vac	.00	.00	.00	.00	.00	.00	.0%
12902 511330	Wage Long	.00	181.88	187.50	.00	225.00	225.00	.0%
12902 511340	Wage Hol	.00	.00	.00	.00	.00	.00	.0%
12902 511350	Wage Mic	.00	.00	.00	.00	.00	.00	.0%
12902 512141	SS	1,650.21	1,739.95	2,399.00	1,837.16	3,097.52	3,216.28	3.8%
12902 512142	Ret (Emlr)	1,353.80	1,479.01	1,955.69	1,514.54	2,563.89	2,767.89	8.0%
12902 512144	Health	2,989.54	3,615.22	.00	.00	.00	.00	.0%
12902 512145	Life	4.23	6.21	14.60	11.42	17.14	17.71	3.3%
12902 512150	FSA Contr	.00	.00	.00	.00	.00	.00	.0%
12902 512151	HSA Contri	234.38	.00	.00	.00	.00	.00	.0%
12902 512152	Limted FSA	.00	.00	.00	.00	.00	.00	.0%
12902 512153	HRA Contri	.00	.00	.00	.00	.00	.00	.0%
12902 512173	Dental	185.94	207.11	424.99	404.14	662.40	662.40	.0%
12902 529299	Purch Care	71,331.05	100,497.95	5,202.09	111,331.21	110,000.00	115,000.00	4.5%
12902 529299 12902	Purch Care	1,800.00	.00	.00	.00	.00	.00	.0%
12902 529299 12903	Purch Care	.00	.00	110,062.69	.00	.00	.00	.0%
12902 529299 12904	Purch Care	.00	.00	7,389.00	.00	.00	.00	.0%
12902 529299 12905	Purch Care	.00	.00	.00	.00	.00	.00	.0%
12902 531008	Haz Recylc	.00	.00	.00	.00	.00	3,000.00	.0%
12902 531301	Office Eq	.00	.00	.00	.00	.00	.00	.0%
12902 531303	Comp Eq	.00	.00	503.98	.00	.00	.00	.0%
12902 531311	Postage	27.70	75.17	207.37	135.41	100.00	200.00	100.0%
12902 531312	Office Sup	80.01	201.09	592.50	269.64	750.00	700.00	-6.7%
12902 531312 12903	Office Sup	.00	.00	35.84	.00	.00	.00	.0%
12902 531312 12904	Office Sup	.00	.00	.00	242.05	.00	.00	.0%
12902 531312 12905	Office Sup	.00	.00	.00	.00	.00	.00	.0%
12902 531313	Print & Dp	189.05	24.00	608.26	656.80	500.00	1,000.00	100.0%

Jefferson County

NEXT YEAR BUDGET HISTORICAL COMPARISON

PROJECTION: 2601 2026 BUDGET FOR PERIOD 99

ACCOUNTS FOR:

General Fund		PRIOR FY3 ACTUALS	PRIOR FY2 ACTUALS	LAST FY1 ACTUALS	CY ACTUALS	CY REV BUDGET	PROJECTION LEVEL 4	PCT CHANGE
12902 531313 12902	Print & Dp	.00	.00	.00	.00	.00	.00	.0%
12902 531313 12903	Print & Dp	.00	.00	.00	.00	.00	.00	.0%
12902 531313 12904	Print & Dp	.00	.00	.00	.00	.00	.00	.0%
12902 531313 12905	Print & Dp	.00	.00	.00	.00	.00	.00	.0%
12902 531314	Small Item	.00	.00	.00	.00	.00	.00	.0%
12902 531314 12902	Small Item	.00	.00	.00	.00	.00	.00	.0%
12902 531322	Subscript	98.17	98.17	87.96	.00	100.00	100.00	.0%
12902 531324	Memb Dues	50.00	245.00	245.00	255.00	250.00	250.00	.0%
12902 531326	Advertise	195.19	1,593.07	768.06	399.78	2,000.00	2,000.00	.0%
12902 531326 12902	Advertise	.00	.00	.00	.00	.00	.00	.0%
12902 531326 12903	Advertise	.00	.00	616.89	.00	.00	.00	.0%
12902 531326 12904	Advertise	.00	.00	564.99	.00	.00	.00	.0%
12902 531326 12905	Advertise	.00	.00	.00	.00	.00	.00	.0%
12902 531334	Educ Init	.00	.00	207.98	2,533.62	5,000.00	5,000.00	.0%
12902 532325	Registr	195.00	385.00	460.00	385.00	500.00	500.00	.0%
12902 532332	Mileage	.00	.00	.00	.00	.00	.00	.0%
12902 532335	Meals	32.16	.00	42.64	78.44	100.00	110.00	10.0%
12902 532336	Lodging	212.00	205.00	98.00	196.00	294.00	330.00	12.2%
12902 532339	Other Trvl	.00	.00	.00	.00	.00	.00	.0%
12902 533225	Tele Fax	.21	.00	.00	.00	20.00	20.00	.0%
12902 535242	Maint Mach	.00	.00	18.00	.00	.00	.00	.0%
12902 571004	IP Tel All	112.50	126.84	258.42	233.75	255.00	367.00	43.9%
12902 571005	Dup Allc	50.03	25.15	169.88	16.50	18.00	1,108.00	6055.6%
12902 571006	SW Charge	.00	.00	.00	.00	.00	.00	.0%
12902 571006 12902	SW Charge	200.00	.00	.00	.00	.00	.00	.0%
12902 571009	MIS PC	1,190.56	1,052.88	1,354.08	1,509.75	1,647.00	1,680.00	2.0%
12902 571010	MIS Sys	371.47	401.82	453.19	391.38	427.00	469.00	9.8%
12902 591519	Oth Ins	261.49	267.53	291.20	348.48	309.86	397.62	28.3%
12902 594813	Cap Office	.00	.00	.00	.00	.00	.00	.0%
12902 594950	Oper Res	.00	.00	.00	.00	328,307.77	308,733.97	-6.0%
12902 699700	Res Oper	.00	.00	.00	.00	-341,944.09	-330,672.72	-3.3%
12902 699800	Res Cap	.00	.00	.00	.00	.00	.00	.0%
12902 699999	Budget FB	.00	.00	.00	.00	.00	.00	.0%
TOTAL Solid Waste Program		-55,534.79	-41,964.61	-5,619.75	128,615.83	.00	.00	.0%
TOTAL General Fund		-55,534.79	-41,964.61	-5,619.75	128,615.83	.00	.00	.0%
	TOTAL REVENUE	-160,301.13	-177,352.65	-172,010.29	-18,148.46	-497,410.09	-489,672.72	.0%
	TOTAL EXPENSE	104,766.34	135,388.04	166,390.54	146,764.29	497,410.09	489,672.72	.0%
	GRAND TOTAL	-55,534.79	-41,964.61	-5,619.75	128,615.83	.00	.00	.0%

** END OF REPORT - Generated by Matt Zangl **

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