



Minutes

Committee #4

Recycling, Computerization, Building, and Intergovernmental Services

Committee #4 met Thursday, August 14, 2014 at 9:30 a.m. in the City Hall Council Chambers, 30 West Central Street, Chippewa Falls, WI.

Council/Committee Members present: Chuck Hull, Mike Hanke, Rob Kiefer, and Amy Mason.
Others present: Chippewa County Recycling Coordinator Renee Yohnk, Finance Manager/Treasurer Lynne Bauer, Utilities Office Manager Connie Freagon, and City Clerk Bridget Givens.

The meeting was called to order at 9:30 am.

1. Discuss update to the Council Chambers sound system and data wiring. Possible recommendations to Council.

This item was originally discussed in the spring and put on hold to determine if we could connect the sound system directly in to our Polycom unit; which we cannot. CESA 10 has offered an even exchange of our unit for one that would allow direct connection with the sound system. Utilities Office Manager Freagon wants additional information from CESA in regard to warranty and the like, prior to agreeing to an exchange.

A quote for replacement of the sound system was received in March from Audio Architects in the amount of \$14,971. Councilor Hanke questioned if the decision on exchanging the Polycom unit needs to be made before purchasing the sound system. Freagon advised that regardless of which Polycom unit we have, the sound system is needed.

Motion by Kiefer/Hanke to recommend this item be referred to Committee #1 for possible funding consideration in the amount of \$14,971 from the cable franchise fees. **All present voting aye, motion carried.**

2. Discuss recycling program feedback and resident concerns. Possible recommendations to Council.

Councilor Mason indicated she has received calls regarding the customer service provided by the City's recycling contractor and wanted to discuss how the concerns are being addressed. Recycling Coordinator Yohnk currently prepares a weekly spreadsheet identifying complaints she receives, which typically relate to recycling being missed or certain items not being taken, for example, large cardboard boxes that have not been broken down. Normacycle responds via email how the complaint has been addressed.

Additional discussion ensued regarding the possibility of licensed garbage haulers in the City also providing residential recycling. Some felt this may be a viable option as it offers convenience to the customer. This may be discussed further when the recycling contract is up for renewal.

No action taken.

3. **Discuss letter of intent from Chippewa County to renew the 66.30 intergovernmental agreement with the City of Chippewa Falls for the administration of the City's recycling program. Possible recommendations to Council.**

Yohnk distributed an informational sheet entitled: Review Process, Schedule, and Terms of Recycling Service Contract Renewal, Chippewa County and City of Chippewa Falls for 2015 and provided details thereon. Yohnk advised that the contract is for a period of one year based upon the pending Materials Recovery Facility (MRF) study being conducted by the County as implementation of the MRF would result in additional administrative costs. Concern was expressed with the 5% increase in contract price. Yohnk stated the increase was recommended by the committee as it reflected actual costs.

Motion by Hanke/Kiefer to recommend this item be referred to Committee #1 for possible funding consideration. **All present voting aye, motion carried.**

4. **Adjournment**

Motion by Kiefer/Hanke to adjourn at 10:18 am. **All present voting aye, motion carried.**

Minutes submitted by:
Chuck Hull, Chair

July 28, 2014

Lynne Bauer
Finance Manager/Treasurer
30 W Central Street
Chippewa Falls WI 54729

This letter serves as written notice that Chippewa County intends to renew the 66.30 intergovernmental agreement with the City of Chippewa Falls for the administration of the city's recycling program.

The County proposes a 5% increase to calculate the one-year contract amount at a 2015 hourly rate ($\$46.97 \times \text{number of hours (290)} = \$13,621.30$).

If you have any questions please call me at 726-7999.

Sincerely,

Renee Yohnk
Recycling Coordinator

cc: Committee #4 Chairman
D. Masterpole, County Conservationist

Review Process, Schedule, and Terms of Recycling Service Contract Renewal Chippewa County and City of Chippewa Falls for 2015

BACKGROUND:

The City of Chippewa Falls has contracted with Chippewa County since 1997 to administer the City's municipal recycling program. Under the agreement, the County:

- Provides technical assistance to Committee #4 – Recycling.
- Provides a public contact person for matters relating to recycling.
- Assists with the development of recycling contracts, requests for proposals, and administration of a curbside recycling program.
- Conducts monthly compliance checks of recycling hauler.
- Assists with the development of a solid waste/recycling budget and fiscal reports.
- Prepares grant documentation for reimbursement of costs.
- Prepares education and information.
- Reports to Committee #4.

PROCESS:

- Enter negotiations with Committee #4 to renew the contract with the City of Chippewa Falls.
- After negotiations with Committee #4, the contract renewal would then go through the City of Chippewa Falls Common Council for approval.
- Contract approval will be finalized following the County Department of Administration's review.

SCHEDULE:

- Current contract ends December 31, 2014.

TERMS:

- Chippewa County would propose a rate increase for services of 5% (\$647.30) for 2015. \$13,621.30 = 2015
- The term of the contract is proposed for one year.

