



Minutes
Committee #4

Recycling, Computerization, Building, and Intergovernmental Services

Committee #4 met Thursday, January 26, 2017 at 1:00 pm in the City Hall Council Chambers, 30 West Central Street, Chippewa Falls, WI.

Committee Members present: Chuck Hull, Paul Nadreau, and Paul Olson

Mayor/Other Council Members present: Mayor Hoffman and Rob Kiefer

Others present: Finance Manager/Treasurer Lynne Bauer, City Clerk Bridget Givens, Library Director Joe Niese, Utilities Office Manager Connie Freagon, Chippewa County Recycling Coordinator Renee Yohnk, and Chippewa County Network Engineer Andy Bauer.

The meeting was called to order at 1:00 pm.

1. Discuss possible installation schedules of security cameras in various City Buildings and address retention storage space needs. Possible recommendations to Council.

It was discussed that security cameras are going to be installed in the Irvine Park Welcome Center and at the new Fire Station. The City will be working with the County on a Request for Proposal (RFP) for all aspects of installation. The project has been budgeted for the Welcome Center and Fire Station, but it was questioned if there would be interest in placing cameras at City Hall and the Library in the near future. If there is interest, it was suggested that additional storage space should be included when drafting the RFP.

Network Engineer Bauer shared that storage space could be saved by going to motion sensor cameras in lower-traffic areas. A full review of the Library and City Hall was done with recommendations that roughly 15 cameras be installed at the Library and 5-6 at City Hall. Different camera types were discussed with Bauer adding that we want to ensure the system is scalable to allow for anticipated growth while still remaining economical.

Motion by Nadreau/Olson to recommend Council approve with proceeding with installation of security cameras with referral to Committee #1 to determine any possible funding sources for City Hall and the Library. **All present voting aye, motion carried.**

Utilities Office Manager Freagon questioned the retention period for the video indicating that the Police Department's current policy is two weeks. It was agreed that we should maintain consistency and have the same retention policy.

Motion by Hull/Olson to move Item #6 before Item #2. **All present voting aye, motion carried.**

6. Discuss possibility of installing a new sign at the library. Possible recommendations to Council.

Mayor Hoffman shared that Main Street Wisconsin did an inventory and questioned why there was not visible signage at City Hall and the Library. With the new City Hall sign installed, the Mayor feels we should explore a new sign for the Library as well.

A mock-up prepared by Main Street Wisconsin was shared. Discussion ensued relative to possible sign placement, potential funding sources, and branding considerations. Library Director Niese was directed to obtain quotes and designs to bring back to Committee #4 for consideration. Any funding considerations would need to be forwarded to Committee #1.

No action taken.

2. Chippewa County Recycling Coordinator, Renee Yohnk, to provide an overview of the City's Recycling Program.

Chippewa County Recycling Coordinator Yohnk distributed the 2017 brochure and tonnage reports and provided details thereon. The switch to ProVyro has resulted in tonnage going up 27% and a reduction in the number of routes from eight to six (accomplished utilizing one truck and one employee). The number of complaints has also significantly reduced.

Options for continuing to educate the public as to what is recyclable were discussed. Councilor Nadreau questioned if the tonnage report could be added to the brochure so citizens could see how significantly it has increased.

No action taken.

3. Discuss Memorandum of Understanding between Chippewa County, Eagle Waste, ProVyro, Express Disposal and the City of Chippewa Falls for the collaboration on the collection, transfer, processing, and marketing of recyclable materials from the City of Chippewa Falls. Possible recommendations to Council.

Yohnk reviewed the MOU indicating it defines the roles of each entity involved in the City's recycling program.

Motion by Olson/Nadreau to recommend Council approve the Memorandum of Understanding between Chippewa County, Eagle Waste, ProVyro, Express Disposal and the City of Chippewa Falls for the collaboration on the collection, transfer, processing, and marketing of recyclable materials from the City of Chippewa Falls. **All present voting aye, motion carried.**

4. Discuss options for single hauler waste collection in the City of Chippewa Falls. Possible recommendations to Council.

Councilor Hull shared a spreadsheet he prepared depicting different municipalities in the State of Wisconsin and their method for waste collection. When the City reviewed the recycling bids, waste collection was also bid as an option. Hull feels there would be significant cost savings for residents if a single hauler was contracted for waste collection. Additionally, he felt it would reduce the number of complaints as every household would have waste service.

A majority of the Committee did not agree with the single hauler waste collection, but agreed they were open to an advisory referendum if it was decided that it should be pursued.

No action taken.

5. Discuss disposition of old City Hall sign. Possible recommendations to Council.

With the new sign installed, Councilor Nadreau asked that this item be brought forward to discuss how the old City Hall sign could be preserved for posterity. It was thought that it should be displayed somewhere inside of City Hall. Different options for lighting the sign and locations to hang the sign were discussed. Councilors Nadreau, Hull and Olson all volunteered to help with the restoration project.

It was directed that Head Custodian, Scot Michels, remove the sign from the pole so it can be looked over for a determination of restoration options.

No action taken.

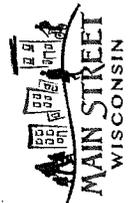
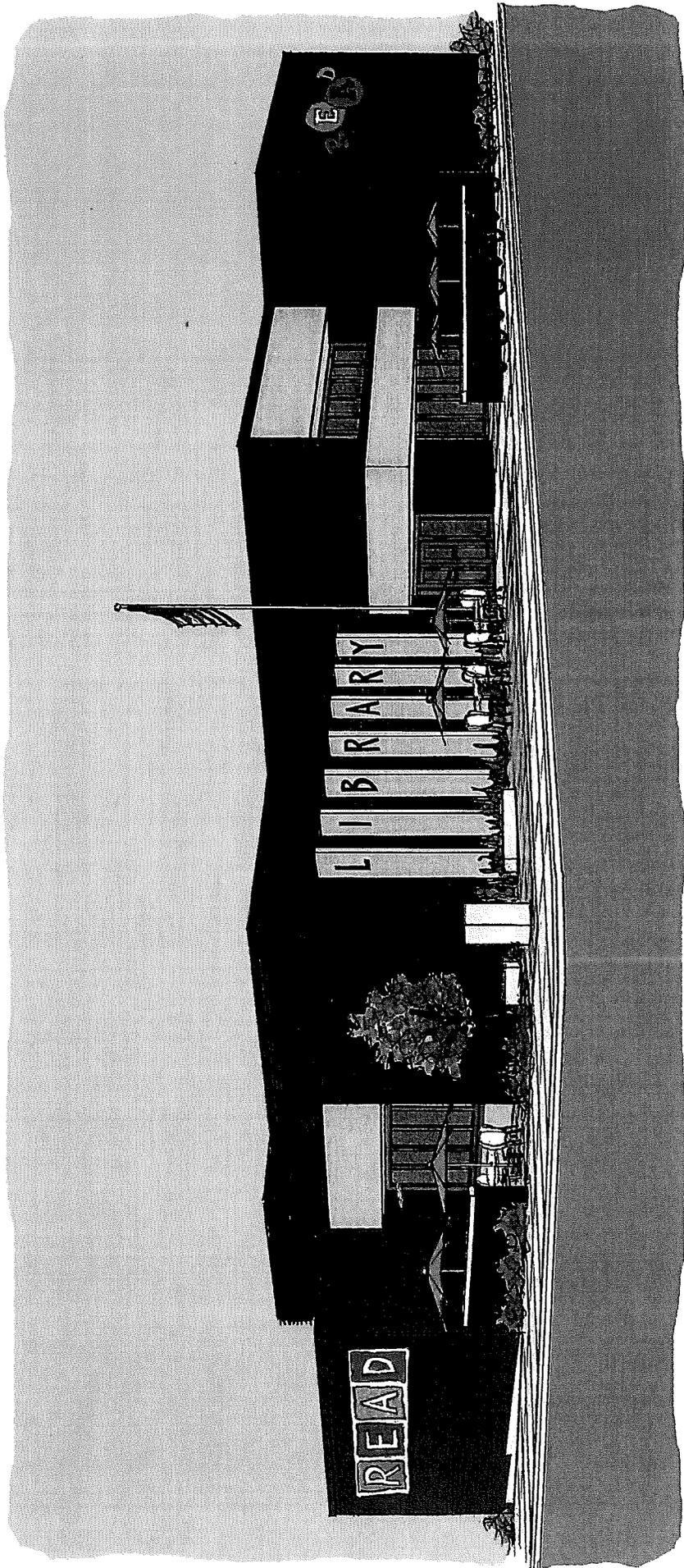
7. Adjournment

Motion by Olson/Hull to adjourn at 2:35 pm. All present voting aye, motion carried.

Minutes submitted by:
Chuck Hull, Chair

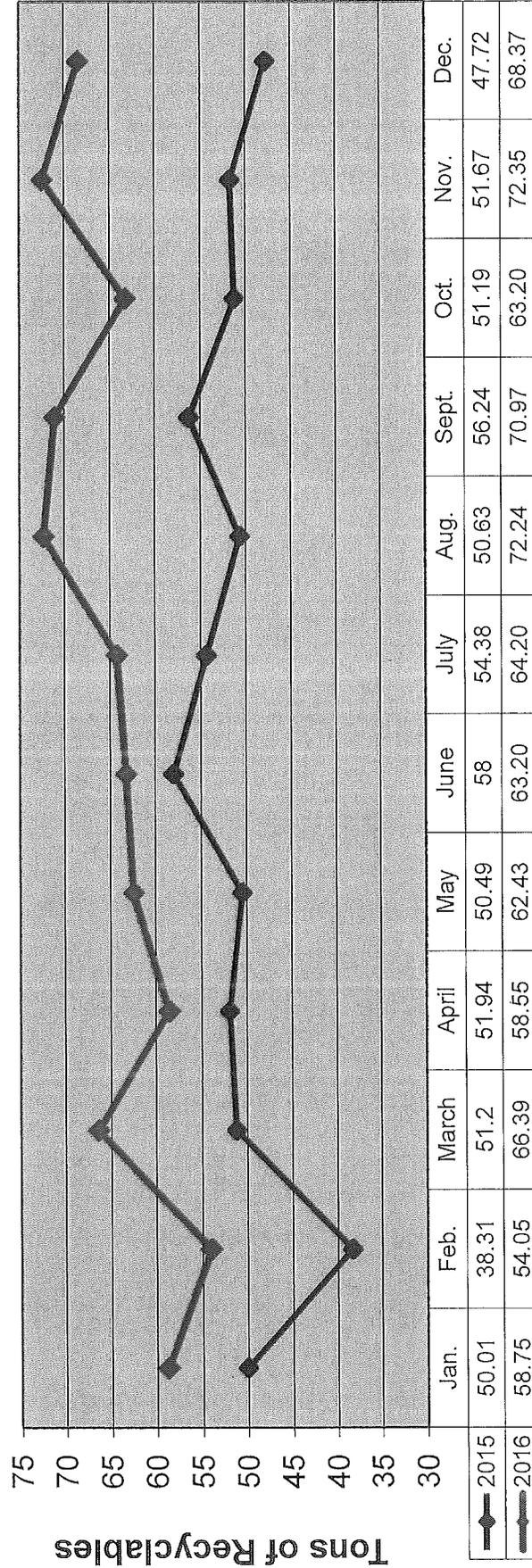
COMMITTEE #4 ATTENDANCE SHEET - JANUARY 26, 2017

NAME	ADDRESS
Kevin Erickson	219 Albert St CIF
Renee Yohnk, Rec. Coordinator	

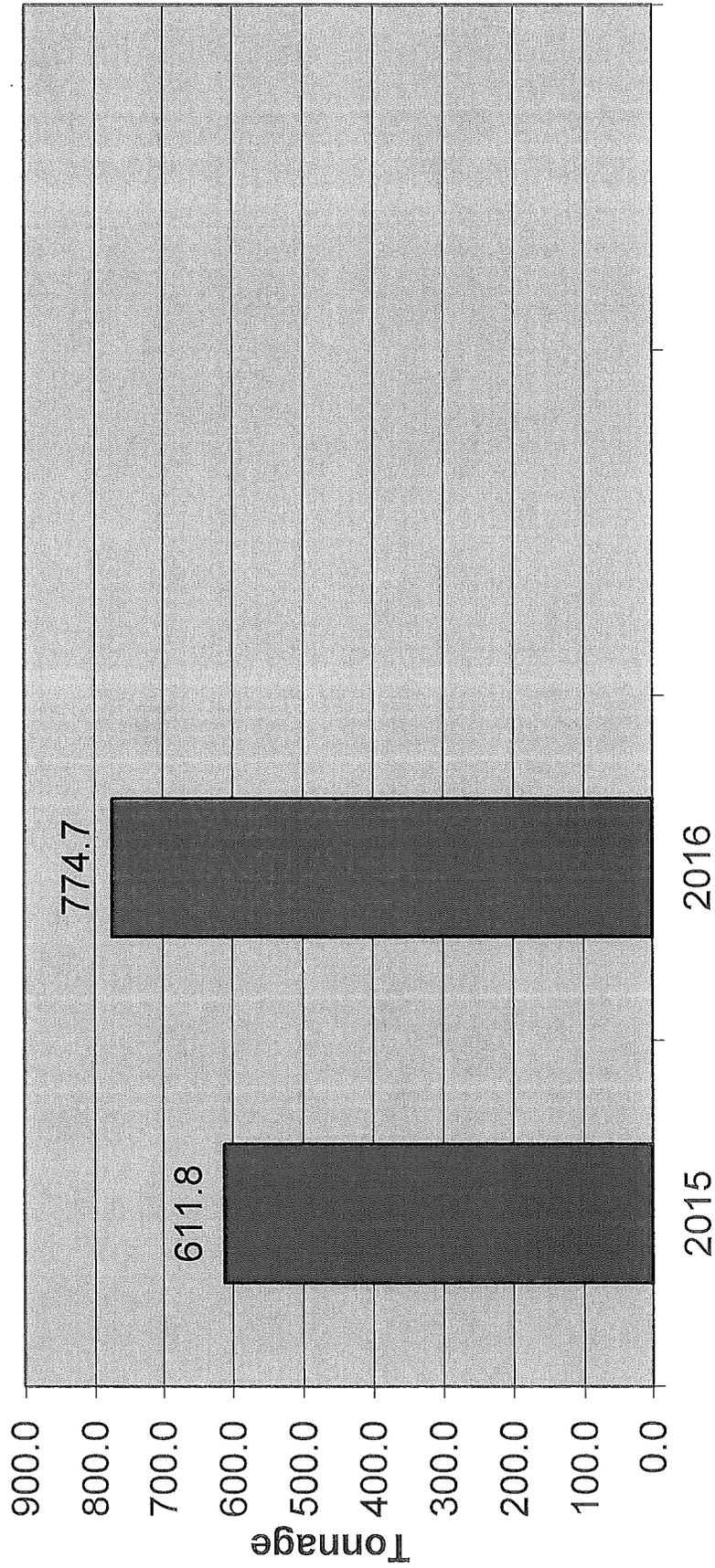


CHIPPEWA COUNTY LIBRARY - CHIPPEWA FALLS
JULY 13, 2016
JOE LAWNICZAK

CITY OF CHIPPEWA FALLS RECYCLING TONNAGE COMPARISONS FOR 2015-2016



City of Chippewa Falls Recycling Tonnage 2015-2016



WI RANK	MUNICIPALITY	SIZE	TYPE	TRASH RECYCLE	WHO?
1	Milwaukee	594,833	City	MUNICIPAL	MUNI
2	Madison	233,209	City	MUNICIPAL	MUNI
3	Green Bay	104,057	City	MUNICIPAL	MUNI
4	Kenosha	99,218	City	MUNICIPAL	MUNI
5	Racine	78,860	City	MUNICIPAL	MUNI
6	Appleton	72,623	City	MUNICIPAL	MUNI
7	Waukesha	70,718	City	MUNICIPAL	ADVANCED
8	Oshkosh	66,083	City	MUNICIPAL	MUNI
9	Eau Claire	65,883	City	INDV	INDV
10	Janesville	63,575	City	MUNICIPAL	MUNI
11	West Allis	60,411	City	MUNICIPAL	MUNI
12	La Crosse	51,320	City	MUNICIPAL	HARTER'S
13	Sheboygan	49,288	City	MUNICIPAL	MUNI
14	Wauwatosa	46,396	City	MUNICIPAL	MUNI
15	Fond du Lac	43,021	City	MUNICIPAL	WM
16	New Berlin	39,584	City	MUNICIPAL	ADVANCED
17	Wausau	39,106	City	MUNICIPAL	ADVANCED
18	Brookfield	37,920	City	MUNICIPAL	ADVANCED
19	Beloit	36,966	City	MUNICIPAL	MUNI
20	Greenfield	36,720	City	MUNICIPAL	JOHN'S
21	Menomonee Falls	35,626	Village	MUNICIPAL	WM
22	Franklin	35,451	City	MUNICIPAL	JOHN'S
23	Oak Creek	34,451	City	MUNICIPAL	ADVANCED
24	Manitowoc	33,736	City	MUNICIPAL	MUNI
25	West Bend	31,078	City	MUNICIPAL	MUNI
26	Sun Prairie	29,364	City	MUNICIPAL	ADVANCED
27	Superior	27,244	City	MUNICIPAL	MUNI
28	Stevens Point	26,717	City	MUNICIPAL	MUNI
29	Mount Pleasant	26,197	Village	MUNICIPAL	ADVANCED
30	Neenah	25,501	City	MUNICIPAL	MUNI
31	Fitchburg	25,260	City	MUNICIPAL	PELLITERI
32	Caledonia	24,705	Village	MUNICIPAL	JOHN'S
33	Muskego	24,135	City	MUNICIPAL	ADVANCED
34	Watertown	23,861	City	MUNICIPAL	ADVANCED
35	De Pere	23,800	City	MUNICIPAL	MUNI
36	Mequon	23,132	City	INDV	INDV
37	South Milwaukee	21,156	City	MUNICIPAL	MUNI

TOTAL
2,361,205
INDV
89,015 3.77%

WI RANK	MUNICIPALITY	SIZE	TYPE	TRASH	RECYCLE	WHO?
38	Germantown	19,749	Village	MUNICIPAL		WM
39	Pleasant Prairie	19,719	Village	MUNICIPAL		MUNI
40	Marshfield	19,118	City	MUNICIPAL		ADVANCED
41	Wisconsin Rapids	18,367	City	MUNICIPAL		ADVANCED?
42	Cudahy	18,267	City	MUNICIPAL		ADVANCED
43	Onalaska	17,736	City	MUNICIPAL		HARTER'S
44	Middleton	17,442	City	MUNICIPAL		PELLITTERI
45	Howard	17,399	Village	MUNICIPAL		MUNI
47	Ashwaubenon	16,963	Village	MUNICIPAL		MUNI
48	Menomonie	16,264	City	MUNICIPAL		??
49	Beaver Dam	16,214	City	MUNICIPAL		ADVANCED
50	Oconomowoc	15,759	City	MUNICIPAL		JOHN'S
51	Kaukauna	15,462	City	MUNICIPAL		INLAND?
52	River Falls	15,000	City	MUNICIPAL		ADVANCED
53	Weston	14,868	Village	MUNICIPAL		ADVANCED
54	Bellevue	14,570	Village	MUNICIPAL		HARTER'S
55	Whitewater	14,390	City	MUNICIPAL		JOHN'S
57	Whitefish Bay	14,110	Village	MUNICIPAL		MUNI
58	Greendale	14,046	Village	MUNICIPAL		ADVANCED
59	Allouez	13,975	Village	MUNICIPAL		MUNI?
60	Chippewa Falls	13,661	City	INDV	MUNI	PROVYRO
61	Pewaukee	13,195	City	MUNICIPAL		JOHN'S
62	Shorewood	13,162	Village	MUNICIPAL		MUNI
63	Glendale	12,872	City	MUNICIPAL		MUNI
64	Hudson	12,719	City	MUNICIPAL		ADVANCED
65	Stoughton	12,611	City	MUNICIPAL		JOHN'S
66	Fort Atkinson	12,368	City	MUNICIPAL		ADVANCED
67	Plover	12,123	Village	MUNICIPAL		ADVANCED
68	Waunakee	12,097	Village	MUNICIPAL		PELLITTERI
69	Baraboo	12,048	City	MUNICIPAL		MUNI
70	Brown Deer	11,999	Village	MUNICIPAL		ADVANCED
71	Two Rivers	11,712	City	MUNICIPAL		MANITOWOC
72	Grafton	11,459	Village	MUNICIPAL		ADVANCED
73	Cedarburg	11,412	City	MUNICIPAL		MUNI
74	Suamico	11,346	Village	MUNICIPAL		HARTER'S
75	Waupun	11,340	City	MUNICIPAL		ADVANCED
76	Port Washington	11,250	City	MUNICIPAL		ADVANCED
77	Platteville	11,224	City	MUNICIPAL		MUNI
78	Marinette	10,968	City	MUNICIPAL		MUNI
79	Monroe	10,827	City	MUNICIPAL		MUNI
80	Verona	10,619	City	MUNICIPAL		WM
81	Sussex	10,518	Village	MUNICIPAL		ADVANCED
82	Burlington	10,464	City	MUNICIPAL		JOHN'S
83	Little Chute	10,449	Village	MUNICIPAL		MUNI
84	Portage	10,324	City	MUNICIPAL		MUNI
85	Elkhorn	10,084	City	MUNICIPAL		ADVANCED
TOTAL		TOTAL			16	ADVANCED
47		634,279			14	MUNI
		INDV			5	JOHN'S
		13,661	2.15%			



November 3, 2015

RE: Chippewa CO MRF Study – Phase 3

Recycling & Solid Waste Collection Evaluation Memo – Chippewa Falls

Background

State cuts have reduced recycling grants to counties and municipalities. Tax levy caps have removed the capacity of the County and local municipalities to raise revenue through increases in property taxes. Recycling costs to municipalities and landowners are expected to continue to rise.

In response to these circumstances, the Chippewa County **Responsible Unit (RU)**, through the Recycling Division of the Chippewa County Department of Land Conservation and Forest Management, commissioned a study in 2012 to determine where changes could be made to gain efficiencies in municipal programs.

Key findings from the study and subsequent research include:

1. Single stream recycling is the future of recycling in cities and urban areas.
2. Recyclable materials are a commodity and have market value.
3. The volume of recyclable materials collected will increase and the volume of garbage generated will decrease as municipalities make a transition to effective single stream curbside recycling.
4. Public funds can be saved and recycling service costs can be controlled if municipalities in the Chippewa Falls urban area and Highway 29 corridor work together in a competitive market environment to consolidate household recyclables collected from their municipality.
5. To achieve greater efficiency and cost savings, the potential for combining residential recycling and waste collection services should be examined, with the objective of moving toward a system of volume based waste disposal.
6. Residential waste collection fees in Chippewa Falls are high when compared to municipalities in the County with single-hauler waste collection services.

Request for Proposals (RFP)

On August 19, 2015, an RFP was issued by the Chippewa County Department of Land Conservation and Forest Management to solicit proposals for single stream recycling and solid waste collection and transfer services. Six communities chose to participate in the bid process, including the villages of Boyd

and Cadott, and the City of Stanley (Zone 1), as well as the city of Chippewa Falls, and the towns of Lafayette and Eagle Point (Zone 2).

The RFP was sent directly to all haulers with a presence in the Chippewa Valley. Respondents were asked to provide a statement of qualifications and provide cost information for the following services:

1. Bi-weekly (every other week) Single Stream Recycling Collection
2. Volume-Based Waste Collection
3. Combined bi-weekly Recycling and Weekly Waste Collection

Respondents were asked to provide the above cost information by municipality, by zone, and for serving the entire service area defined in the RFP. Five firms responded to the RFP, including Express Disposal, Waste Management, Advanced Disposal, Boxx Sanitation, and Provyro.

Short Elliott Hendrickson Inc (SEH) and Resource Recycling Systems (RRS), on behalf of Chippewa County, evaluated the experience and strength of operations of the Proposer's services and their cost proposals. All of the proposing companies provide the technical and managerial expertise to fulfill the requirements of the RFP.

A financial analysis for each cost proposal was completed covering the full term of services, including solid waste collection costs and recycling collection and transfer costs. The following tables provide the information for each cost proposal. All costs are based on a 5-year collection contract term, which every respondent asked for in their RFP response.

Evaluation Criteria

All proposals were evaluated by the following criteria to determine that all technical and managerial requirements were met and that the Proposers were capable of providing all required services.

Organizational

- Proposal understands and is consistent with the needs of the Community
- Proposer has demonstrated strength and experience in Solid waste and recycling collection
- Proposer has demonstrated experience providing contracted services to municipalities or other governmental agencies
- Proposer accepts required terms/conditions of proposed contract(s) and has no major exceptions
- High level of experience for facility Key personnel

Technical

- Curbside and Recycling Waste Collection Services
- Proposal fulfills all requirements (org chart and experience)

- Management experience to deliver operations performance requirements
- Efficient access to major transportation routes and Transfer Capabilities to MRF

Financial

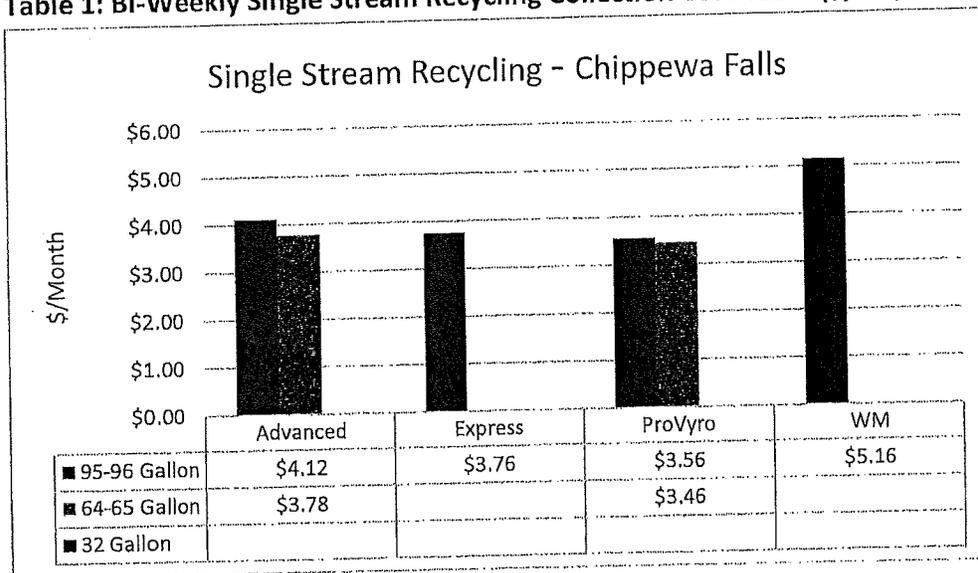
- Weekly Waste and Bi weekly Recycling Collection Services Cost

Bi-Weekly Single Stream Recycling Collection

Table 1 provides a comparison of respondent's cost proposals to provide bi-weekly single stream recycling collection for Chippewa Falls using three different cart sizes. It should be noted that not all respondents provided costs for every size cart. Looking just at the 95-96 gallon cart size ProVyro provided the best cost proposal (\$3.56) followed by Express Disposal (\$3.76), Advanced Disposal (\$4.12) and Waste Management (\$5.16).

Respondents were asked to include in their recycling collection costs the cost of transferring recyclables to the Eagle Waste MRF on a cost per ton basis. All respondents did so, with the exception of Advanced Disposal and Boxx Sanitation. For Advanced Disposal, an \$.84/month recycling transfer charge was added to the monthly costs identified in Table 1 below and in Table 3. This estimated charge was verified with Advanced Disposal and their original bid was adjusted in order to allow for an "apples to apples" comparison of costs. Boxx Sanitation chose not to bid on recycling services.

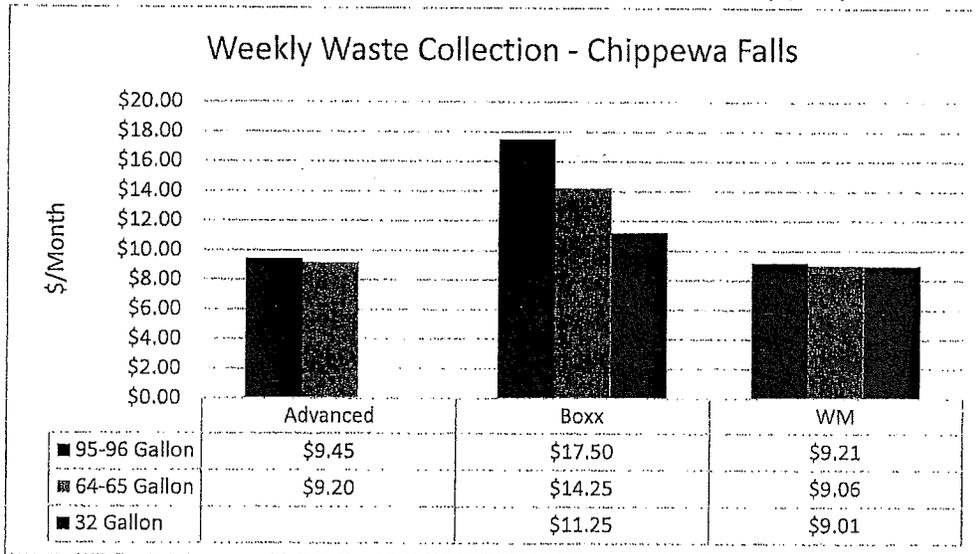
Table 1: Bi-Weekly Single Stream Recycling Collection Cost Table (\$/HH/Month Cost Table)



Volume-Based Weekly Waste Collection

Table 2 provides a comparison of respondent's cost proposals to provide weekly waste collection for Chippewa Falls using three different cart sizes. It should be noted that not all respondents provided costs for every size cart. Looking just at the 95-96 gallon cart size Advanced Disposal provided the best cost proposal (\$9.45) followed by Waste Management (\$9.21), and Boxx Sanitation (\$17.50). Express Disposal and ProVyro chose not to provide cost proposals for waste collection only.

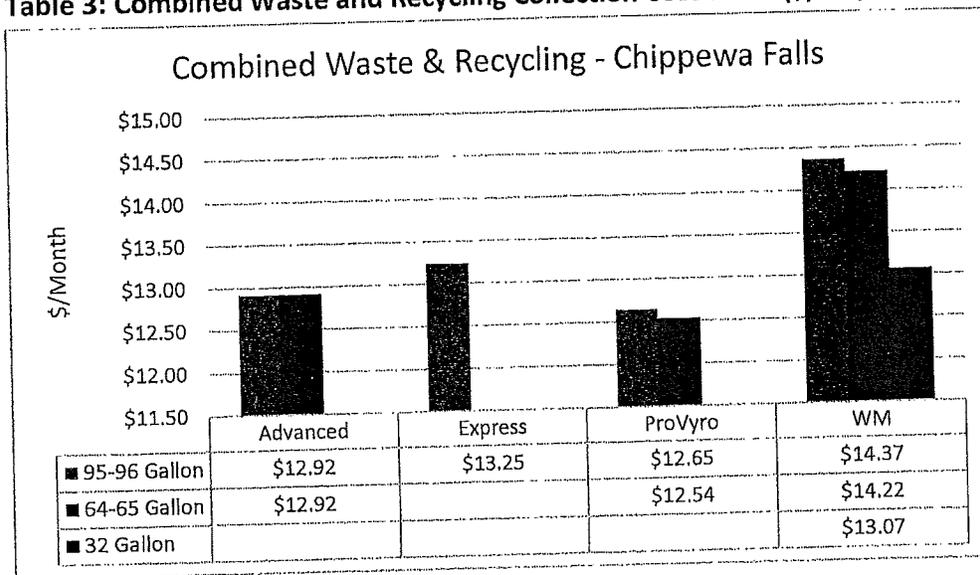
Table 2: Volume-Based Weekly Waste Collection Cost Table (\$/HH/Month Cost Table)



Combined Waste and Recycling Collection

Table 3 provides a comparison of respondent's cost proposals to provide combined waste and recycling collection for Chippewa Falls using three different cart sizes. It should be noted that not all respondents provided costs for every size cart. Looking just at the 95-96 gallon cart size ProVyro provided the best cost proposal (\$12.65) followed by Express Disposal (\$13.25), Advanced Disposal (\$12.92), and Waste Management (\$14.37).

Table 3: Combined Waste and Recycling Collection Cost Table (\$/HH/Month)



Current Rates

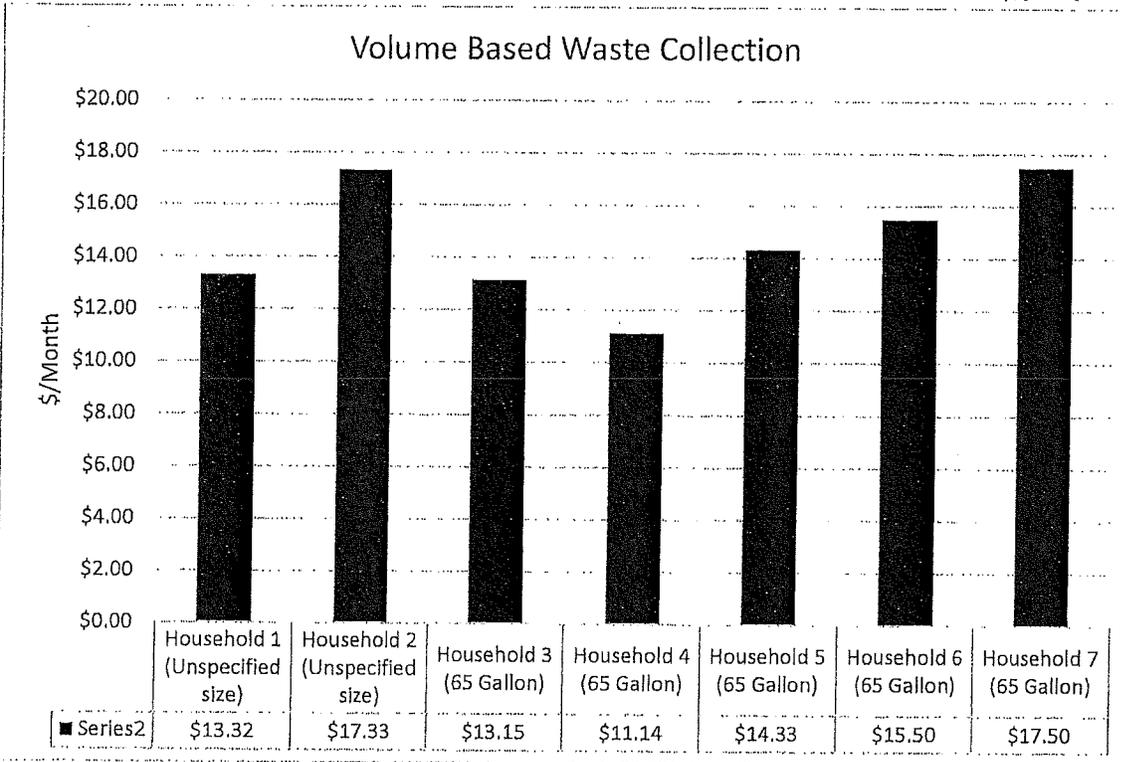
The City of Chippewa Falls does not currently contract for waste collection services. Rather, individual households subscribe to service directly from the hauler of their choice. Table 4 provides a comparison of rates for seven (7) different households. It should be noted that the costs for Household 4, Household 5, and Household 6 were obtained by calling the service providers and asking for quotes. Households 1, 2, 3, and 7 are actual costs of service currently being provided.

The average cost for volume based waste collection service based on the data below is \$14.61 per household per month. This cost does not include recycling collection.

The current cost of recycling in the City of Chippewa Falls is \$2.14 per household per month.

If recycling collection were factored in the average cost per household per month it would be \$17.61 per household per month or higher, given the new cost proposals for single stream recycling collection only (Table 1).

Table 4: Individual Subscription Rates for Volume Based Waste Collection Cost (\$/HH/Month)



Recommendation

The City has three primary options to consider in terms of ensuring that residents have access to cost effective, quality recycling and solid waste collection service. These options include:

1. Continue with the current arrangement, allowing multiple haulers to provide solid waste collection service to individual households through subscription service. The City continues to contract with a single recycling hauler for single stream recyclables collection.
2. Contract with a single waste hauler to provide waste collection to all households in the City. The City continues to contract with a single recycling hauler for single stream recyclables collection.
3. Contract with a single hauler to provide both solid waste and recycling collection.

If the City chooses Option 1 the consultant recommendation is for the City to enter into contract negotiations with ProVyro, which provided the most cost effective proposal for single stream recycling collection (Table 1)

If the City chooses Option 2, the consultant recommendation is for the City to enter into contract negotiations with Waste Management, which provided the most cost effective proposal for volume based waste collection (Table 2), and for the City to enter into contract negotiations with ProVyro, which provided the most cost effective proposal for single stream recycling collection (Table 1).

If the City chooses Option 3, the consultant recommendation is for the City to enter into contract negotiations with ProVyro, which provided the most cost effective proposal for providing **both** volume based waste collection and single stream recycling collection services (Table 3).

Overall, the most cost effective proposal for city residents is the combined recycling and waste collection services option (Option 3, Table 3) with a single hauler providing both recycling and waste collection services.