

## **Buffalo County Minutes**

**Committee/Board:** Recycling Committee

**Date of Meeting:** February 18, 2021

**Date of Filing:** February 23, 2021

The meeting was called to order by Chairman Max Weiss at 6:35 p.m.

**Roll Call of Members; Members Present:** Mr. Max Weiss, Mr. Calvin Loewenhagen, Ms. Jeannie Czaplewski, Ms. Claire Waters, Mr. Marv Meier, Mr. Brian Glass, Mr. David Danzinger (via TEAMS), Mr. Dwight Ruff, Mr. Bruce Kees. Mr. Bob Traun, Mr. Randy Johnson and Mr. Bruce Fuerbringer.

**Public Present:** None.

**Public Comments:** None.

**The Minutes of the previous meeting were presented.** The minutes of the August 27, 2020 meeting were presented. Ms. Claire Waters moved to approve the minutes, seconded by Mr. Dwight Ruff. Motion Carried.

**Review/Discussion: Interim Status of Recycling Director position:** Mr. Fuerbringer advise the committee that upon his return from military service, prior Recycling Director Steven Schiffli chose to take another position within the County, and not return to the recycling program. Mr. Fuerbringer agreed to continue to serve as the Recycling Director at this time. No action required.

**Review/Discussion: 2020 Recycling Annual Report:** Mr. Fuerbringer presented the 2020 Recycling Annual Report and reviewed the information within. Several minor data corrections were noted by Mr. Randy Johnson, the Recycling Manager, which would be corrected prior to official submission. The Committee asked several questions regarding 2020's activities and data prior to acknowledging the report. No action required.

**Review/Discussion/Action: Current Status of Fund Balance:** Fund balances of the recycling funds the County has invested in the Local Government Investment Pool (LGIP) and the Waumandee State Bank were reviewed with the Committee. LGIP funds totaled \$154,392.60 and the Waumandee State Bank balance was \$74,186.94 as of 12/31/2020. The LGIP funds are the liquid assets that are used to pay monthly operational costs and the annual transfer to cover budgeted costs. The Waumandee State Bank account is a certificate of deposit, which Mr. Fuerbringer advised the Committee was renewed for 6 months instead of a year, giving the Committee the flexibility to manage that fund through the 2021 budget process. It was noted that January's monthly operational expenses, and the year-end budget transfer to the general fund to balance the 2020 recycling budget had yet to be withdrawn from this account. It is anticipated that approximately \$61,000.00 will be spent from this account for those purposes, leaving a balance going into March of about \$92,229 in the account. Total fund balance at that time will be approximately \$166,000.00.

The committee acknowledged the report. No action required. *Note: Fund balance approximating figures were added to the minutes post-meeting for informational purposes.*

**Review/Discussion/Action: Sale of Old Compactor:** Mr. Fuerbringer requested permission to list the old, broken, compactor for sale in the Wisconsin Surplus Auction. After a brief discussion, motion was made by Mr. Dwight Ruff to allow the compactor to be listed in the auction site with any minimum bid determination to be made by Mr. Fuerbringer and Mr. Johnson. Motion seconded by Mr. Calvin Loewenhagen. Motion carried.

**Review/Discussion/Action: Update of County Recycling Ordinance:** Mr. Fuerbringer requested that this item be tabled until the next Recycling Committee meeting for him to complete research on the ordinance and prepare updates for consideration. Motion by Ms. Claire Waters, seconded by Ms. Jeannie Czaplewski to table this item to a future agenda. Motion passed.

**Review/Discussion/Action: Update of County Program Recycling Agreement:** Mr. Fuerbringer requested that this item be tabled until the next Recycling Committee meeting for him to complete research on the contracts and prepare updates for consideration. Motion by Mr. Dwight Ruff, seconded by Ms. Claire Waters to table this item to a future agenda. Motion passed.

**Review/Discussion/Action: Recycling Program Manager Job Description and Classification:** Mr. Fuerbringer noted that the current job description dates back to 2013 and does not accurately reflect the changes that have occurred in the recycling program, nor the duties that Mr. Johnson has been performing since then. The proposed updated job description was reviewed. After a brief discussion, it was recommended that the job requirement of a High School Diploma or Equivalent be added to the updated job description. Motion by Mr. Dwight Ruff, seconded by Mr. Calvin Loewenhagen to recommend the updated job description replace the prior version and forwarded to the appropriate County committee for review and potential update of the position classification. Motion Carried.

**Review/Discussion/Action: Other Reports:** No other reports.

**Public Comments Unrelated to Agenda Items:** No public comments.

**Review/Discussion/Action regarding the Next Meeting Date and Agenda Items:** The next meeting was set for May 6, 2021 at 6:30 p.m. Agenda items to include the review and updating of the County Recycling Ordinance and Program Recycling Agreements.

**Adjourn:** Motion to adjourn by Mr. Bruce Kees, seconded by Mr. Brian Glass. Meeting adjourned at 8:30 p.m.

Respectfully Submitted:

Bruce Fuerbringer  
Buffalo County Recycling Director