



**MINUTES
COMMITTEE #4
RECYCLING/COMPUTERIZATION/BUILDING/INTERGOVERNMENTAL SERVICES
April 6, 2010
City Hall, Council Chambers**

Committee #4 – Recycling/Computerization/Building/Intergovernmental Services met on Tuesday, April 6, 2010 at 7:30 AM in Council Chambers, City Hall, 30 West Central Street, Chippewa Falls, WI.

Council Members Present: Jane Lardahl, Jason Anderson, Michael Dahlby

Attendees: Glenn Zwiefelhofer, Connie Freagon, Chippewa County Recycling/Solid Waste Coordinator (Renee Yohnk), Tammy Schmidt (Express Disposal), James Paterick (Normacycle), Mark Vinall (Veolia Waste Services), Darryl Hoekstra (Waste Management), Scott Tambornino (Tambornino Sanitation), Mayor Greg Hoffman, John Liddell, Jayson Smith, Rick Rubenzer, George Hobbs

The meeting was called to order at 7:30 am.

1. Review staff listing of city-owned parcels available for sale and consider staff recommendations with possible recommendation to the Council.

Connie Freagon provided a list of 72 city parcels that have been evaluated by Dept. Heads (Director of Public Works has not yet reviewed all city parcels under the purview of his Dept.). Twenty (20) parcels have been identified as potential sales

There was general discussion about a marketing process that was used in the Spring of 2006 under Administrator Dan Elsass leadership. Alderman Anderson suggested that Committee 4 consider following a similar process.

The Committee discussed moving forward to market two properties at this time to test and evaluate the sales process, including establishing a plan for use of revenue. The properties include a parcel in the City of Menomonie and approximately 70 acres of cropland along County Hwy N west of Hwy 53. It was agreed that Mayor Hoffman will resume communication with the City of Menomonie who has expressed interest in the parcel.

There was a motion (Dahlby/Lardahl) to direct the Committee 4 Chairman to initiate the sale of cropland along County Hwy N west of Hwy 53 by issuing a Class II Public Notice that identifies the parcel and requests sealed bids to be submitted with a 5% Bid Bond, and will be opened at the regularly scheduled Committee 4 meeting in June of 2010. The Committee shall reserve the right to reject all bids. Committee 4 will recommend buyer/sales transaction for approval by the Common Council. All present voted aye, motion carried.

2. Introductory demonstration on workflow software.

Alderman Jason Anderson gave a presentation describing management computer systems and provided a demonstration on how these computer systems automate management process. The information presented is on file.

3. Consider approach to initiate communication with the County and other municipalities to consider options for intergovernmental cooperation including outsourcing to receive services and providing services to other municipalities.

On March 16, 2010 the Common Council approved a recommendation by Committee 1 that directs Committee 4 to explore options for intergovernmental service collaboration. A primary goal of sharing services is to maintain the highest level of service possible, within the fiscal constraints faced by all parties involved.

There was general discussion and agreement on process. It was generally agreed to that a good first step would be to identify which nearby municipalities are interested in collaboration and which services/programs are of interest in this regard. Then discussions would occur between City staff and staff and/or elected officials from nearby municipalities. City staff would report on these discussions to the appropriate Committees and would eventually make recommendations for Council consideration.

Alderwoman Lardahl agreed to send a letter to the Chippewa County Department of Administration to inquire as to the County's interest in collaborating on the following services: library, snow plowing, health insurance, IT/technology, street repair/maintenance/construction, motor vehicle fleet, and joint dispatch.

The Committee will ask that the Fire Chief send a letter of inquiry to all nearby municipalities that have expressed interest, or who might potentially be interested, in purchasing ambulance and/or fire services from the City of Chippewa Falls.

The Committee will ask Wastewater Dept. staff to send a letter of inquiry to all municipalities who have expressed interest, or who might potentially be interested, in purchasing waste treatment services from the City of Chippewa Falls.

4. Presentation by current recycling contractor regarding potential for improvement of the City's recycling program.

James Paterick advised the Committee of several items including:

Many rental units in the "Flats" do not appear to be producing recyclables as expected. He suspects that many tenants take recycling bins when they leave and others do not recycle. Tenants in large apartments might recycle more effectively if the owners of the apartments were required to provide a communal 2 yd, single stream dumpster as opposed to bins for each unit. The rental units (i.e. businesses) are lawfully required to recycle and need to improve.

He believes the City's recycling program would increase in effectiveness, and be in better alignment with recycling industry trends, if each residence used a 95 gallon cart for single stream recycling and a 60 gallon cart for garbage.

If the City Recycling Program continues to use recycling bins, it would be good to increase the size of the bins to 22 gallons.

Information and Education is very important and should be a part of the City's Recycling Program.

5. Review draft RFP for recycling services with possible recommendations to the Council.

Renee Yohnk distributed handouts titled "An Analysis of Opportunities to Rebid the Recycling Services for the City of Chippewa Falls", "Questions for Committee 4", "City of Chippewa Falls Curbside Recycling and Garbage RFP Options", "Summary of Administrative Activities Conducted Under the 66.30 Intergovernmental Agreement Between Chippewa County and the City of Chippewa Falls, To Support the Recycling Contract Between Chippewa Falls and Its Contracted Hauler 2011-2013", and a copy of the City's Garbage and Refuse Disposal Municipal Code.

Discussion focused on the options for the upcoming RFP, what, if any, changes to the municipal code would be required for identified options, and how to determine what City residents might prefer.

It was agreed that input from City residents is of primary importance. Several attempts to solicit resident input will be utilized, prior to issuing the RFP, including:

1. A web-based survey (with hard copies available at City Hall and Library)
2. A Newspaper Article
3. Public Listening Session

6. Adjournment

There was a motion (Lardahl/Anderson) to adjourn. All present voted aye, motion carried. Motion adjourned at approximately 9:40 am.

Minutes Submitted by: Michael Dahlby, Committee # 4 Chairman.