

ONEIDA COUNTY SOLID WASTE COMMITTEE MEETING MINUTES

Oneida County Solid Waste Conference Room
Monday, June 22, 2026 9:00am

Committee members:	Present	Excused	Absent
Ted Cushing	X		
Kyle Timmons	X		
Billy Fried	X		
Kyle Kilbourn	X		

Also Present: Lisa Bauknecht/Solid Waste Director, Rachel Gang/Solid Waste

1. Call to order and Chairperson's announcements

Chairman Ted Cushing called the Solid Waste Committee meeting to order at 9:01am. He confirmed that the meeting was properly posted and is ADA accessible.

2. Approve agenda

Motion by Kilbourn/Timmons to approve the agenda as presented. All ayes. Motion carried.

3. Approved Minutes of the Solid Waste Committee meeting held May 18, 2026.

Motion by Fried/Timmons to approve the minutes as presented. All ayes. Motion carried.

4. Public comments

None

5. Future Meeting Dates

- Monday, July 27, 2026 at 9am

6. May Monthly Vendor Vouchers and Budget to Actual Report

Bauknecht reported that there were no significant updates. Repair costs are higher than desired; however, all preventive maintenance (PM) on equipment have been completed.

7. Credit Account Applications for Northwoods Hauling, Eleet Custom Carpentry, and Renkas Renovations

Timmons asked how the Department ensures that new accounts are in good standing. Bauknecht explained that new accounts are initially assigned a \$500 credit limit, which may be adjusted over time. Applicants also provide references that can be contacted as part of the review process. Motion by Timmons, second by Kilbourn, to approve all credit account applications. All ayes. Motion carried.

8. Accounts Receivable Aging Report

Bauknecht advised that all accounts are closely monitored. Payments from War Transport have been slow, and no additional cardboard will be sold to them until the outstanding balance is resolved. The Whits End account has been shut down due to nonpayment.

Timmons asked whether late fees are assessed on overdue accounts. Bauknecht advised that no late fees are currently charged. Timmons suggested implementing a 2–3% late fee on accounts that are 30 days past due. Cushing suggested increasing the fee to 5% for accounts that are 90 days past due.

Cushing recommended developing a late fee policy for review at the next meeting. If approved, the policy would be implemented and reflected on future account statements.

9. Bid Results and Bid Approval for Vehicle Weight Scale Project

Bauknecht reported that three bids were received for the vehicle weight scale project. Capitol Scale submitted a bid of \$92,910, Badger Scale submitted a bid of \$200,748 and BSI submitted a bid of \$146,098. The bids were based on retaining the existing ramps and foundation. However, the existing ramps and foundation would need to pass an inspection before they could be used. It was noted that the project costs would likely decrease if the existing ramps and foundation were removed. Rather than paying approximately \$2,500 for an inspection that could fail and still require removal, it was suggested that it would be more cost-effective to spend \$2,689 to have the Oneida County Highway Department remove the existing ramps and foundation and start with a new foundation.

Timmons looked at the existing ramps and foundation and stated that it would be best to remove them and start fresh. There was consensus to have the Oneida County Highway Department remove the existing ramps and foundation and rebid the project. It was noted that this approach should still allow sufficient time for the scale project to be completed this year. The project will need to be rebid and advertised in the newspaper for an additional two weeks.

Motion by Cushing, second by Fried, to reject the current bids for the vehicle weight scale project and rebid. All ayes. Motion carried.

10. Bid Results and Bid Approval for Leachate Pre-Filtration System

Bauknecht reported that one bid was received for the leachate pre-filtration system project. Sand County Environmental submitted a bid of \$49,000.

Bauknecht explained that Sand County Environmental would be a good contractor to work with because they are very familiar with the site and would likely be the most cost-effective option. Fried stated that he was comfortable with having them complete the project, and Cushing added that their familiarity with the area would be beneficial.

Motion by Kilbourn, second by Cushing, to award the leachate pre-filtration system project to Sand County Environmental. All ayes. Motion carried.

11. Solid Waste Business Unit Breakdown Reports

Bauknecht reviewed the Solid Waste Business Unit Breakdown Reports, which were requested by Kilbourn at the previous meeting. The report provides a breakdown of the business units included in the budget and the accounts associated with each unit. Bauknecht explained that figures shown in parentheses indicate revenue generated.

12. Solid Waste Policies and Procedures

Bauknecht explained that the Solid Waste policies and procedures have not been updated since 2009. Updates have been made to reflect current operations, including the addition of safety-related procedures. The revised policies and procedures will be forwarded to Jenny Lueneburg, Traci Hartman, and Chad Lynch for further review prior to final approval and adoption.

13. School Trade Program – Educational Disposal Policy

Fried stated the policy was well written and noted we would see how things go as the program is used. Cushing requested that updates be provided to the committee as the program progresses.

Motion by Cushing, second by Timmons, to approve the policy. All ayes. Motion carried.

Approved policy will be added to Solid Waste Policies and Procedures.

14. 2027 LTE Staffing Request

No changes were requested except for the seasonal LTE position for the scale, which was changed to a yard position due to the scale now being covered. The request includes one LTE with CDL yard worker, one LTE without CDL yard worker, and two seasonal LTE yard workers.

Motion by Fried to approve the request and forward it to the budget hearing, second by Kilbourn. All ayes. Motion carried.

15. Compost Update

Timmons again raised the question of spreading compost on the landfill hill. Bauknecht provided emails to the group and stated that a definitive response has not yet been received. Kilbourn mentioned a thermal option he had researched called pyrolysis. Timmons suggested the use of a manure spreader for application on the hill.

It was discussed that a Zoom meeting may be helpful at the next committee meeting with the appropriate parties involved, if possible. Timmons advised continuing follow-up

communication via email. Fried and Timmons suggested preparing a permit application requesting approval to spread compost onsite evenly over the closed landfill that would then flow through the leachate pre-filtration system.

16. Solid Waste Report

The Facebook page is up and running. There is a possibility of hiring an LTE yard worker with mechanical work experience starting in July. The department is currently short one yard staff position. One LTE worker is performing well but has not yet reached one month of employment. After the first month, will see if they show any interest in a full time position.

17. Future Agenda Items

- Compost Application for Permit
- Scale Bidding

18. Public Comments

None

19. Adjourn

Meeting adjourned at 10:12 am.

Committee Chairman



Committee Secretary