



**Minutes
Committee No. 4
Recycling/Computerization/Buildings/Intergovernmental Services
June 3, 2010
City Hall, Council Chambers**

Committee #4 – Recycling/Computerization/Building/Intergovernmental Services met on **Thursday, June 3, 2010 at 7:30 AM** in **Council Chambers, City Hall, 30 West Central Street, Chippewa Falls, WI.**

Committee/Council Members Present: Michael Dahlby, Chuck Hull, Jane Lardahl, Bill Hicks

Other Attendees: Mayor Greg Hoffman, Connie Freagon, Renee Yohnk, James Paterick, Tammy Schmidt, Rick Rubenzer.

The meeting was called to order at: 7:32am

Item #1: Report on Status of proposed city land sales. Possible recommendations to the Council.

Discussion focused on the agricultural property that the City owns in the Town of Wheaton, which is located north of County Hwy N and west of State Hwy 53, and land in the City of Menomonie. Mayor Hoffman advised of city-owned, vacant parcels along the segment of Alexander street that is south of Chippewa Crossing Blvd that are of interest to several adjacent residents. These parcels will be the subject of future discussion by the Committee.

There was a motion (Dahlby/Hull) to authorize the City Planner, with cooperation from the Director of Public Works and the City Treasurer/Finance Manager, to advertise the agricultural parcels in the Town of Wheaton, located north of County Hwy N and west of State Hwy 53, for sale by sealed bid. Bid process parameters include:

- Class II Public Notice and written notice to adjacent landowners and current tenant.
- No appraisal required by seller.
- Minimum acceptable bid of \$4,000/acre.
- Bid period of 30 days.
- Bid summary to be presented to Committee # 4 at the August 2010 meeting. Committee # 4 will recommend a winning bidder for approval by the Common Council.
- Committee # 4 reserves the right to reject all bids.
- Successful bidder will have 5 working days to provide 10 % earnest money.
- Transaction must close on or before December 30, 2010.
- City will provide clear title and deliver a warranty deed at closing.

All present voted in favor of the motion. Motion carried.

Item #2: Report and discussion on efforts to update City website with agendas and minutes. Possible recommendations to the Council.

Connie Freagon explained that all agendas are posted on the City website at the time hard copies are posted. All minutes are posted within two days of approval by the Common Council.

The Committee is interested in providing interested citizens with the opportunity to participate in a list serve that would automatically provide them with agendas and minutes by email, at the time of posting. Connie Freagon will contact the County to determine if the County can assist with such a list serve, either by programming or through the use of the upcoming County Website redesign.

No action was taken.

Item #3: Discussion with the City's recycling contractor regarding the cost for the disposal of non-contract recyclables.

James Paterick, of Normacycle, Inc., advised that his costs for disposal of Plastics #3-#7 are increasing and he intends to request that the City pay for the increased costs. Mr. Paterick advised that approximately 11% of the total recyclables collected consist of plastics #3 - #7. The Committee noted that the existing contract between with the City and Normacycle, Inc. requires that Normacycle collect plastics #3-#7 and sell or dispose of appropriately. Normacycle, Inc. was informed that the Committee would consider a written request for a contract amendment to address the issue.

Mr. Paterick notified the city that much of the recyclable material collected is contaminated by remnant food product. Mr. Paterick advised that residents are required to rinse these recyclables clean. Mr. Paterick advised that he intends to stop collecting contaminated recyclables. It was noted that the existing contract between with the City and Normacycle, Inc. requires that Normacycle to provide a tagging system for items that are placed at the curbside, but are not recyclable. Tags must explain why the recyclables were not picked up. There was agreement that there is need to remind residents that recyclables must be appropriately cleaned to accommodate recycling.

No action was taken.

Item # 4: Review, approve, and authorize RFP for recycling services. Possible recommendations to the Council.

Renee Yohnk reviewed a packet of information (on file with City Clerk) titled "Request for Proposals Curbside Collection and Marketing of Recyclables for the City of Chippewa Falls, Wisconsin". Other handouts titled "Request for Proposals" and "City of Chippewa Falls Recycling Collection RFP 2011-2013 Scoring and Summary Form", and "City of Chippewa Falls RFP 2011-2013 Proposal Selection and Award Process Options" were distributed (all on file with City Clerk). Renee advised that the information was developed in cooperation with the City Attorney and approved as necessary.

There was a motion (Dahlby/Lardahl) to approve and authorize the RFP and associated handouts for use. All present voted in favor of the motion. Motion carried.

Item # 5: Discuss outreach efforts to inform citizens about recycling options and seek citizen feedback. Possible recommendations to the Council.

There was a motion (Dahlby/Hull) to table this item. All present voted in favor of the motion. Motion carried.

Adjournment:

Motion to adjourn by Lardahl/Hull, all voting aye, to adjourn at 9:55 AM, motion carried.

Minutes submitted by: Michael E. Dahlby, Chair