



REGULAR VILLAGE BOARD MEETING

MEETING NOTICE AND AGENDA

**VILLAGE OF WHITEFISH BAY
5300 North Marlborough Drive**

Monday, September 11, 2017, 7:00 PM

- I. Call to Order and Roll Call

- II. Consent Agenda – Upon request of any Trustee, any item may be removed from the Consent Agenda for separate consideration under General Business.
 1. Minutes of regular meeting held on August 14, 2017.
 2. Claims for August, 2017.

- III. Report of Village Officers
 1. Village Attorney
 2. Village Manager
 3. Village President
 4. Miscellaneous Trustee

- IV. Petitions and Communications – This is an opportunity for anyone to address the Village Board on any issue NOT on the current agenda. While the Board encourages input from residents of the Village, it may not discuss or act on any issue that is not duly noticed on the agenda.

- V. General Business
 1. **Public Hearing Regarding Trash Collection Program**
 2. Discussion and Action on Trash Collection Program Changes.

- VI. Adjourn

Upon reasonable notice, efforts will be made to accommodate the needs of disabled individuals through appropriate aids and services. Contact Village Hall at (414) 962-6690. It is possible that members of and possibly a quorum of members of other Boards, Commissions, or Committees of the Village including in particular the Plan Commission may be in attendance in the above stated meeting to gather information; no action will be taken by any other Boards, Commissions, or Committees of the Village except by the Board, Commission, or Committee noticed above. Agendas and minutes are available on the Village website (www.wfbvillage.org)

REGULAR VILLAGE BOARD MEETING

A regular meeting of the Board of Trustees of Whitefish Bay was held in the Village Board Room of Village Hall, 5300 North Marlborough Drive, August 14, 2017

Pursuant to law, written notice of this meeting was given to the press and posted on the public bulletin boards.

I. Call to Order and Roll Call

President Siegel called the meeting to order at 6:00 pm.

Present: Trustees Saunders, Miller, Fuda, Serebin, Davis, Demet, and President Siegel

Also Present: Village Manager Paul Boening
Project Consultant Steve Sheiffer
Police Chief Michael Young
Village Attorney Chris Jaekels
Finance Director Jen Amerell
Director of Public Works John Edlebeck
Staff Engineer Spencer Charczuk
Assistant Village Manager Tim Blakeslee
Director of Building Services Joel Oestreich
Communications Specialist Jenny Heyden
Department of Public Works employees
Deputy Clerk Caren Brustmann

II. Public Hearing Regarding Trash Collection Program

Greg Ingram, 1011 E Sylvan Ave.; Inquired on how senior citizens would be accommodated if automation were to be approved.

Robert Crawford, 5017 N. Palisades Rd.; Is in support of automation. Noted it would save labor costs, and that public employment is not always a guarantee.

Tom Sherman, 4856 N. Santa Monica Blvd; Is in support of automation. Shared the resident should pay for each individual pickup on an as needed basis.

Numerous correspondences received from residents prior to the public hearing.

III. Consent Agenda

President Siegel requested Item 12 be removed from the consent agenda and be placed under general business.

It was moved by Trustee Serebin, seconded by Trustee Saunders, and unanimously carried by the Village Board to approve the consent agenda as amended;

1. Minutes of regular meeting held on July 10, 2017.
2. Minutes of special meeting held on July 17, 2017.
3. Claims for July, 2017.
4. Investment Report for June, 2017.

5. Investment Report for July, 2017.
6. Resolution No. 2997 Designating Official Authorized to Declare Official Intent Under Reimbursement Bond Regulations.
7. Resolution No. 2998 Approving the Cooperation Agreement for Participation in the Urban County CDBG Program with Milwaukee County.
8. Incentive Grant for replacement of windows at 409 East Silver Spring Drive (Berkeley Building).
9. Temporary Class B Fermented Malt Beverage License and a Temporary Class B Wine License for the Whitefish Bay Civic Foundation's Sounds of Summer event to be held on August 19th.
10. Temporary Class B Fermented Malt Beverage License for St. Monica's Congregation Feast Day Celebration on August 27th.
11. Temporary Class B Fermented Malt Beverage License for the Food Truck Brunch Series event to benefit Hunger Task Force at Klode Park on September 3rd.

IV. Report of Village Officers

1. **Village Attorney** – No report
2. **Village Manager**

Village Manager Paul Boening introduced Tim Blakeslee as the new Assistant Village Manager to the Board. The Board welcomed Mr. Blakeslee to the Village.

3. **Village President** – No report

4. **Miscellaneous Trustee**

Trustee Miller thanked Public Works Director John Edlebeck and Village staff for pursuing the issue of the dangerous crossing across the bike path on E. Hampton Ave. Trustee Saunders noted he also has reached out to County officials and the Milwaukee County Park System mentioning the safety concerns and the impact it has on the residents.

V. Petitions and Communications

Tom Sherman, 4756 N. Santa Monica Blvd.; Stated recycling/garbage pickups should all be requested by the resident as needed. Also requested the Village provide small bins for veggie matter to be composted. Mr. Sherman also suggested a street light be placed at the bike path.

VI. General Business

1. **Discussion and Action on Trash Collection Program Changes.**

The proposed collection program of automation was discussed in regards to distance from curb area, distributing Village carts, and a possible implementation date.

No motion. A public hearing will be held on September 11, 2017 at 7:00pm to receive additional input from residents.

2. **Presentation of the 2016 Financial Audit.**

Jacob Lenell, CPA with CliftonLarsonAllen, presented the 2016 financial statements and audit report.

Trustee Fuda commended Finance Director Jen Amerell on her outstanding work.

PUBLIC COMMENT:

Robert Crawford, 5017 N. Palisades Rd; Inquired what is being done about evaluating controls and staff.

It was moved by Trustee Fuda, seconded by Trustee Demet, and unanimously carried by the Village Board to accept the 2016 audit report and financial statements.

3. Discussion and Action on Ordinance No. 1832 to amend portions of Chapter 16 (Zoning Code).

It was moved by Trustee Fuda, seconded by Trustee Demet, and unanimously carried by the Village Board to adopt Ordinance No. 1832 to amend portions of Chapter 16 (Zoning Code).

4. Discussion and Action on Ordinance No. 1833 to amend portions of Chapter 7 related to sandwich board signs.

It was moved by Trustee Fuda, seconded by Trustee Davis, and unanimously carried by the Village Board to adopt Ordinance No. 1833 to amend portions of Chapter 7 related to sandwich board signs.

5. Discussion and Action on Ordinance No. 1834 to amend portions of the Traffic Code pertaining to traffic control at various intersections and parking restrictions on a section of Belle Avenue.

PUBLIC COMMENT:

Ryan Scott, 5277 N. Hollywood Ave; Thanked the Board and Director of Public Works John Edlebeck for changing yield sign to stop sign at intersection of E. Lexington Blvd at N. Hollywood Ave.

It was moved by Trustee Saunders, seconded by Trustee Fuda, and unanimously carried by the Village Board to adopt Ordinance No. 1834 to amend portions of the Traffic Code pertaining to traffic control at various intersections and parking restrictions on a section of Belle Avenue.

6. Discussion Temporary Class B Fermented Malt Beverage License and a Temporary Class B Wine License for the More For 4 Foundation's "It's Not a Walk" block party event to be held at Cahill Park and in the 5100 block of Sheffield Ave. on September 9th.

Village Manager Paul Boening provided further detail and clarification regarding this event. Trustee Serebin noted the 5100 block of Sheffield does not exist. Trustee Serebin also inquired if all neighbors were notified.

It was moved by Trustee Fuda, seconded by Trustee Demet, and unanimously carried by the Village Board to approve the Temporary Class B Fermented Malt Beverage License and a

Temporary Class B Wine License for the More For 4 Foundation's "It's Not a Walk" block party event to be held at Cahill Park and in the 5100 block of Sheffield Ave. on September 9th.

VI. Adjourn

There being no further business, it was moved by Trustee Fuda, seconded by Trustee Serebin, and unanimously carried by the Village Board to adjourn the meeting at 7:30pm.

Caren Brustmann
Deputy Clerk

User: J.Amerell

CHECK DATE FROM 08/01/2017 - 08/31/2017

DB: Whitefish Bay

Check Date	Check	Vendor Name	Amount
Bank Cking ASSOCIATED			
08/04/2017	50005	ADVANCE CONSTRUCTION, INC.	227,695.69
08/04/2017	50006	ALSCO	625.25
08/04/2017	50007	AT&T	183.36
08/04/2017	50008	AUTO BRAKE CLUTCH & GEAR CO, INC	396.36
08/04/2017	50009	BADGER UNDERGROUND INC	58,236.50
08/04/2017	50010	BARRY DEMET	1,000.00
08/04/2017	50011	BATTERIES PLUS LLC	140.95
08/04/2017	50012	CHRIS ROONEY	2,100.00
08/04/2017	50013	CINTAS CORPORATION	252.17
08/04/2017	50014	COUNTY MATERIALS CORPORATION	196.00
08/04/2017	50015	DAILY REPORTER PUBLISHING CO.	351.65
08/04/2017	50016	DAVID WATSON	48.59
08/04/2017	50017	DIEDRICH ELECTRIC	295.88
08/04/2017	50018	DILLETT MECHANICAL SERVICE	2,185.00
08/04/2017	50019	EGELHOFF LAWN MOWER SERVICE	13.60
08/04/2017	50020	GOODYEAR COMMERCIAL TIRE	5,558.12
08/04/2017	50021	GRAINGER	368.35
08/04/2017	50022	HEISER AUTOMOTIVE GROUP	70.77
08/04/2017	50023	HOME DEPOT CREDIT SERVICES	131.85
08/04/2017	50024	JEANMARIE S. HEYDEN	1,657.50
08/04/2017	50025	LINCOLN CONTRACTORS SUPPLY	9.59
08/04/2017	50026	MIKE TOMSEVICS	32.10
08/04/2017	50027	MILWAUKEE COUNTY TREASURER	1,712.55
08/04/2017	50028	NORTH SHORE WATER COMMISSION	32,129.57
08/04/2017	50029	OFFICE TECHNOLOGY GROUP	73.17
08/04/2017	50030	QUICK FUEL	702.83
08/04/2017	50031	R.N.O.W., INC.	147.75
08/04/2017	50032	SAFETY-KLEEN SYSTEMS, INC.	343.23
08/04/2017	50033	SILVER SPRING AUTOMOTIVE , INC.	228.70
08/04/2017	50034	SNAP-ON TOOLS	1,573.73
08/04/2017	50035	STATE OF WI-COURT FINES/SURCHARGES	3,330.87
08/04/2017	50036	TAPCO	80.50
08/04/2017	50037	THE SIGMA GROUP, INC	4,362.81
08/04/2017	50038	TRI STAR LANDSCAPING & SNOW SERVICE	250.00
08/04/2017	50039	USA BLUEBOOK	373.10
08/04/2017	50040	USA FIRE PROTECTION, INC.	735.00
08/04/2017	50041	VERIZON WIRELESS	609.41
08/04/2017	50042	VILLAGE ACE HARDWARE	13.38
08/04/2017	50043	VILLAGE OF SHOREWOOD	53.30
08/04/2017	50044	WELLS FARGO	139.44
08/04/2017	50045	WFA, LLC	1,441.26
08/04/2017	50046	WI DEPARTMENT OF TRANSPORTATION	1,375.42
08/04/2017	50047	Z BUILDERS SUPPLY CO	177.60
08/09/2017	50048	ARMSTRONG CONSULTING GROUP INC	118.00
08/09/2017	50049	AT&T	86.99
08/09/2017	50050	BLACKSTONE AUDIO, INC	135.00
08/09/2017	50051	CARQUEST AUTO PARTS	798.20
08/09/2017	50052	CLASS C SOLUTIONS GROUP	787.01
08/09/2017	50053	CONFLUENCE GRAPHICS	295.00
08/09/2017	50054	CRAWFORD TREE AND LANDSCAPE	71,341.74
08/09/2017	50055	DILLETT MECHANICAL SERVICE	1,396.50
08/09/2017	50056	DIVERSIFIED BENEFIT SERVICES, INC	299.23
08/09/2017	50057	EHLERS INVESTMENT PARTNERS, LLC	1,083.73
08/09/2017	50058	FLAGSTONE	75,787.00
08/09/2017	50059	G&S LAWN & LANDSCAPE	420.00
08/09/2017	50060	GORDON FLESCH COMPANY INC.	220.37
08/09/2017	50061	GRAFIX SHOPPE	233.20
08/09/2017	50062	HD SUPPLY WATERWORKS, LTD.	3,297.72
08/09/2017	50063	JAN-PRO OF MILWAUKEE	3,916.00
08/09/2017	50064	LAKESIDE INTERNATIONAL TRUCK	1,165.54
08/09/2017	50065	LANDS' END BUSINESS OUTFITTERS	22.50
08/09/2017	50066	LINCOLN CONTRACTORS SUPPLY	148.13
08/09/2017	50067	MAILCOM CONSULTING	1,062.60
08/09/2017	50068	MIDLAND HEALTH TESTING, INC.	152.00
08/09/2017	50069	MILWAUKEE DOOR SALES & SERVICE, LLC	1,299.75
08/09/2017	50070	MINNESOTA LIFE INSURANCE CO.	1,528.95
08/09/2017	50071	NAPA	134.99
08/09/2017	50072	NEHER ELECTRIC SUPPLY, INC.	868.00
08/09/2017	50073	NEW RESOURCES GROUP, INC	23.40
08/09/2017	50074	PAUL BOENING	336.92
08/09/2017	50075	PETRO CHOICE	3,195.60
08/09/2017	50076	QUICK FUEL	614.85
08/09/2017	50077	QUILL CORPORATION	607.30
08/09/2017	50078	RECORDED BOOKS, LLC	40.50
08/09/2017	50079	SILVER SPRING AUTOMOTIVE , INC.	1,368.36
08/09/2017	50080	TRAFFIC ANALYSIS & DESIGN, INC	512.89
08/09/2017	50081	TYLER TECHNOLOGIES, INC.	4,220.00
08/09/2017	50082	ULINE	429.48

User: J.Amerell

CHECK DATE FROM 08/01/2017 - 08/31/2017

DB: Whitefish Bay

Check Date	Check	Vendor Name	Amount
08/09/2017	50083	VILLAGE ACE HARDWARE	86.26
08/09/2017	50084	VILLAGE OF SHOREWOOD	18,035.94
08/09/2017	50085	WESTHOFEN WORKS, INC.	515.50
08/09/2017	50086	WEX BANK	2,899.35
08/09/2017	50087	WFA, LLC	1,321.92
08/09/2017	50088	WI DEPT OF JUSTICE	7.00
08/18/2017	50095	ADVANCED DISPOSAL SERVICES	2,475.46
08/18/2017	50096	AFLAC	566.37
08/18/2017	50097	BATTERIES PLUS BULBS	121.95
08/18/2017	50098	BEARINGS INC.	125.40
08/18/2017	50099	BLACKSTONE AUDIO, INC	180.00
08/18/2017	50100	BROWN DEER POLICE DEPARTMENT	348.00
08/18/2017	50101	BRUCE EQUIPMENT	69.28
08/18/2017	50102	CARDMEMBER SERVICE	2,444.79
08/18/2017	50103	CLARK DIETZ, INC	20,712.50
08/18/2017	50104	CONFLUENCE GRAPHICS	65.00
08/18/2017	50105	CUSTOM GROWN GREENHOUSES	1,800.00
08/18/2017	50106	DELTA DENTAL OF WISCONSIN	4,857.93
08/18/2017	50107	GALE/CENGAGE LEARNING	91.17
08/18/2017	50108	GARDENER IN THE CITY	888.30
08/18/2017	50109	HD SUPPLY WATERWORKS, LTD.	3,775.34
08/18/2017	50110	INTEGRATED COMMUNICATIONS-MAS	531.82
08/18/2017	50111	JEANMARIE S. HEYDEN	1,706.25
08/18/2017	50112	KATIE AMERELL	270.00
08/18/2017	50113	LEXISNEXIS RISK SOLUTIONS	50.00
08/18/2017	50114	MARK & JESSICA SZACHOWICZ	165.60
08/18/2017	50115	MTS SAFETY PRODUCTS, INC.	665.69
08/18/2017	50116	NORTH SHORE FIRE DEPARTMENT	767.89
08/18/2017	50117	NORTH SHORE WATER COMMISSION	1,246.99
08/18/2017	50118	QUICK FUEL	719.53
08/18/2017	50119	QUILL CORPORATION	117.99
08/18/2017	50120	SNAP-ON TOOLS	184.99
08/18/2017	50121	STRAND ASSOCIATES	1,250.00
08/18/2017	50122	STREICHER'S	129.99
08/18/2017	50123	TAPCO	442.72
08/18/2017	50124	TASC	129.58
08/18/2017	50125	THE SIGMA GROUP, INC	2,391.00
08/18/2017	50126	U.S. CELLULAR	244.98
08/18/2017	50127	VILLAGE ACE HARDWARE	142.95
08/18/2017	50128	WE ENERGIES	15,161.50
08/18/2017	50129	WEA INSURANCE TRUST	80,534.48
08/18/2017	50130	WEX BANK	3,328.13
08/18/2017	50131	WFA, LLC	1,138.32
08/18/2017	50132	WHEATON FRANCISCAN MEDICAL GROUP	1,136.00
08/18/2017	50133	ZARNOTH BRUSH WORKS, INC	1,601.00
08/22/2017	50134	AAA ACME LOCK CO INC	425.15
08/22/2017	50135	ANITA GREGORY	60.00
08/22/2017	50136	CARDMEMBER SERVICE	298.04
08/22/2017	50137	CLARK DIETZ, INC	780.00
08/22/2017	50138	GALE/CENGAGE LEARNING	30.39
08/22/2017	50139	INFINITY EXTERIORS	424.00
08/22/2017	50140	NOTARY BOND RENEWAL SERVICE	25.00
08/22/2017	50141	OFFICE DEPOT CREDIT PLAN	114.92
08/22/2017	50142	QUILL CORPORATION	335.15
08/22/2017	50143	TIME WARNER CABLE	2,348.56
08/22/2017	50144	WI DEPT. OF TRANSPORTATION	50.00
08/22/2017	50145	WIL-KIL PEST CONTROL	266.50
08/29/2017	50146	MALLORY PROPERTIES, INC.	1,666.66
08/29/2017	50147	MALLORY PROPERTIES, INC.	1,666.66

CKING TOTALS:

Total of 137 Checks:

713,286.24

Less 0 Void Checks:

0.00

Total of 137 Disbursements:

713,286.24



Village of Whitefish Bay

5300 N. Marlborough Drive, Whitefish Bay, WI 53217 (414) 962-6690

September 2, 2017

To: Village Board

Subject: Public Hearing and Action on Trash Collection Program Changes

From: Paul Boening - Village Manager

INTRODUCTION

In September, 2016 the Whitefish Bay Village Board held a study session on Village Municipal Residential Waste/ Recyclable Collection and Disposal Services. The services along with their associated service levels and costs were discussed in depth at that study session.

On May 15, 2016 the Village Board approved the changes to the recycling program effective March 5, 2017. The Village Board at that time directed staff to review the Municipal Trash (Domestic Waste) Collection Service and come back to you with recommendations on possible changes to the program.

On July 10, 2017 the Village Board reviewed the staff report on options, costs and benefits. The Village Board held a Public Hearing on August 14, 2017 and scheduled a second Public Hearing for September 11, 2017.

MEETING PROCESS

Julie will be using the process below to conduct the Public Hearing and Board discussion/action.

- To open the Public Hearing and prior to calling on speakers, Julie will make a few brief "housekeeping/procedural" remarks.

Index cards will be used so that she is able to call on speakers one at a time by name.

- Steve will then make some remarks about the history of recycling/trash review, process to date, etc. He will also comment on a few of the issues that we felt should be announced before opening the hearing to the public.
- After each speaker makes their comments, Steve will respond, if necessary. If the speaker simply makes a statement and does not raise questions or issues, a

response will likely not be needed. Steve will be off to the side (near either Trustee Miller or Trustee Fuda) during that portion of the hearing.

The intent is that by having Steve respond, Board members will be able to listen and not engage with the speakers during the hearing.

- I will comment and provide decision making perspective as needed.
- The Public Hearing will be closed.
- Steve will address unanswered questions and provide some additional information.
- The President, Board, and Village Manager will deliberate on the decision and act.

PROJECT MANAGER COMMENTS

Steve's comments in "point" format are attached. They are designed to provide information; define the issues; and facilitate the decision making process. They will be limited to no more than five minutes.

SUPPLEMENTAL INFORMATION

The following supplemental information is attached.

- The results of the survey of other communities
- A summary of citizen comments received
- The summary sheet prepared for the August 14, 2017 meeting
- Mr. Edlebeck's memorandum on employee safety
- The July 10, 2017 agenda materials that provide the base information

BOARD ACTION

Following the Public Hearing and Board discussion, I recommend the Board take action on the future of trash collection at this meeting.

If the Board decides to proceed with the new program of all trash in carts; carts on paved surface or parkway adjacent to the curb or alley edge; and automated collection, the following motions would be appropriate.

1. To authorize the implementation of a Village provided cart program to be placed near the curb or alley edge by the resident utilizing the automated collection

process effective May 7, 2018.

2. To direct staff to develop an implementation plan that includes a waiver process.
3. To set the implementation date for the recycling program changes as May 7, 2018.

If the Board adopts these motions, staff will submit the necessary policies and ordinances to implement the new program for Board review and action. A Waiver process for citizens without a means to move the cart to the curb/alley vicinity will be developed and submitted for Board review and action. The operational implementation actions will be taken. A comprehensive communications strategy will be implemented.

Please let me know if you would like additional information prior to the meeting.

cc: Department Heads

Chris Jaekels Esq. - Village Attorney

Steve Sheiffer – Project Manager

PROJECT MANAGER COMMENTS ON TRASH COLLECTION AT SEPTEMBER 11 MEETING

Process to date

- September 2016 comprehensive study session on waste collection services
- Development of background information and proposals with assistance of consultants and collectors
- Review and action on recycling at April and May 2017 meetings
- Review of trash collection at July and August 2017 meetings
- Public Hearings on trash collection at August and September meetings

Recycling

- Decision was automated collection every other week in vicinity of curb/alley edge with all materials in 95 gallon Village provided cart.
- Effective date of May 7
- Increased service at same cost using requirement for placement currently in effect (70% in compliance)

Trash Collection information

- Current system is 35 gallon can with 60 pound weight limit. Up to 50 gallons if trash is placed in bags. Accessible to collectors
- 50% in vicinity of curb. All alleys at edge. Thus, 65% at vicinity of curb or alley edge

Trash collection strategic options under consideration

- Continue current system
- Village provided 95 gallon cart to be placed by resident on pavement or parkway in vicinity of curb or alley edge. All trash in carts and automated collection

Decision making considerations

- Resident satisfaction
- Cost - Automated has a projected \$ 165,520 operating cost reduction and a \$ 105,585 total cost reduction utilizing a 10 year depreciation schedule for vehicles and carts
- Employee safety

Future

- Village Board decision
- If recycling and/or trash, effective date of May 7, 2018 with a transition period
- Village Board action on policies and ordinances

Specific Information

- All collectors are in favor. Village employees will operate vehicles. No one loses their job
- Resident may purchase a second cart for recycling or trash for a fee
- There will be a waiver process for citizens not capable of moving carts to vicinity of curb/alley edge

Decision Making Criteria

- Open public process
- Best interest of Village

Trash Collection-Benchmark Study 2017

Municipality	Wauwatosa	Bayville	Fair Point	Glenide	Shorewood	River Hills	Brown Deer
Is your garbage collection system manual, automated or a hybrid combination? (Number of collectors, automation vs. collection)	City Automated, one person truck	Village Automated, one person truck	Village Manual, two collectors per truck	Contractor (Advanced Disposal) Automated, one person truck	Village Hybrid System, one collector per truck. Collector gets out and puts the cart into the arm that tips the cart into the truck.	Contractor (John's Disposal) Manual, two collectors per truck	Contractor (Advanced Disposal) Automated, one person truck
Is there a specific location or specific instructions on where garbage/carts is placed at the curb?	Yes, within reach of grabber arm and away from obstructions. On occasion, a driver will get out and move a cart if it is not in the correct place. A driver has the ability to run the cart tipper from outside and inside the truck.	Yes, within reach of grabber arm and away from obstructions.	No, trash can be left at or in a garage.	Yes, reduce and recycling carts should be placed at the end of your driveway within two feet of the curb. Residents are required to observe signage around each cart. The arm must be able to reach the cart to safely maneuver the carts for disposal and returning them to the curb. The arrows on the lid of the cart must point to the street, handles and wheels should face away from the street.	Yes, at curb close enough for a collector to grab by 7 am.	No, trash can be left at the garage.	Yes, within reach of grabber arm. There are directions on the top of the cart.
Do you have exceptions for residents who cannot physically get a cart to the curb?	Yes, "Medical lift up the drive service" goes through an application managed by City Hall, a doctor must provide a note as part of the process.	Yes, "Medical up the drive service" requires medical exemption form. The resident fills out basic information. A doctor fills out the remainder of the form. They get a full medical exemption (year round) or winter only exemption.	N/A	If a resident is unable to physically bring the carts to the curb, they may provide written authorization from a doctor and work with advanced Disposal Service to arrange special up-to-the collection services.	Yes, must have a note from a doctor.	N/A	Yes, elderly or people with medical conditions. Resident applies through the village. Village notifies Advanced Disposal. There is no fee for this service, known as "door pickup." They have not had abuse of the system.
Do you offer any special service to collect garbage from carts not left at the curb (i.e. vacation garbage service) or a service for oversized garbage pick-up?	Offer special collection. Residents contact City. Starts at \$50 and varies depending on the item.	Yes, "One-Time Lift The Driver" is service. \$40 dollars for one pickup. Annual "Lift The Driver" is \$995 per year. Special pick up (Oversized/Brash) is \$75 dollars for 20 minutes of time with two collectors.	Other oversized pickups. Residents contact Village and pay up front (= \$75).	Appliance Pick-Up: There is no extra fee for the appliance. The cost is \$30.00 for the following appliances: refrigerator, freezer, air conditioner, dehumidifier and microwave (recovery process required for microwave because of mercury in the thermostat). Bulky Items: Special pickups must be scheduled at least a week in advance of the scheduled Monday collection.	Special collection for pickup of large items. The fee for items which cannot be collected with regular household refuse. The special collection fee of \$50 includes two employees, a truck, and the collection of up to 500 pounds of refuse material. If a front end loader is needed due to excessive weight or quantity of material, a one time \$75 charge will be added to the invoice. A \$4 per tire disposal fee is passed through to the property owner for any tires that are collected.	Residents can contact with Johns for dentin/cute-house pickup or in-garage pickup.	Offer oversized pickup. Residents contact and pay for Advanced Disposal directly (= \$50).
Will garbage be collected if it is placed outside of the cart? (i.e. odd sized, oversized, or extra garbage)	Not supposed to, but management suspects it happens once in a while.	Not supposed to, but management suspects it happens once in a while. Special pick up (Oversized/Brash) is \$75 dollars for 20 minutes of time with two collectors.	Up to the collector, often will depend on the number of cans a household has.	Trash is picked up only if it is placed in an acceptable container.	Currently, trash is collected outside of the cart. However, if oversized items are placed in the back of the cart, they are not collected with the regular trash collection.	For residents, oversized pickup is twice a year at Village Hall at no charge or a resident can contract with John's for an oversized pickup independently.	Trash is picked up only if it is placed in an acceptable container.
Is one cart given to each resident for no fee by the Village?	One cart is provided free of charge. Carts are owned by the city.	No. Resident purchases each cart for \$65.	N/A	One cart is provided free of charge. Carts are owned by the city.	One cart is provided free of charge. Carts are owned by the city.	N/A	One cart is provided free of charge. Carts are owned by the city.
Is there a fee to purchase a second cart and a monthly fee for that service?	Yes, purchase fee of \$65-\$70 per cart, but this is not an encouragement. A second recycling cart is provided free by the City to encourage recycling.	Pickup is free for the first cart. Additional cost per cart up to \$55 per year. Residents must buy a second additional cart for \$65.	N/A	Yes, one-time fee of \$85 per cart.	Yes, one-time fee of \$65.	N/A	Yes, the cost is \$175 per year. The fee for a second cart is waived if the family has 5+ children under 28 or a resident has a medical condition that generates a lot of waste.
Do you have a cart fee, annual collection permits/fees, other misc. garbage collection fees?	Only for special collection.	Special collection, "Lift The Driver" and additional cart pickup.	Only for special collection.	Only for Appliance Pick-Up. However, the City of Glenide recently implemented an electronic recycling program. Residents may drop off approved electronics at the City's Department of Public Works. Most items are free of charge. \$40 fee apply for TVs and monitors.	Only for special collection.	Fee for oversized pickup and special service.	Only for an additional cart or oversized pickup.
How well for most automated trash collection is working in other communities near us. What have been the positives and negatives?	Working well, wouldn't switch back. The savings in workers compensation alone has been worth the switch. However, it seems like additional maintenance on the trucks has been required.	Approved five years ago (approximately). Wouldn't switch back, service is important for employee safety. However, it seems like additional maintenance on the trucks has been required.	Village board discussed several years ago, and went semi-automated with recycling, but chose to keep trash manual.	The City's switch to a fully automatic cart system has worked well. The City has seen an increase in tonnage of recyclables collected each month and a decrease in refuse tonnage collected each month.	Going well, however it would be nice to go fully automated.	Village board discussed every couple of years to switch to automated, but this has been put on hold.	Automated for the last 10 years, extremely satisfied.

Trash Feedback Received Prior to Public Hearing on Trash, Updated Fri., Sept. 5, 11am, 2017
 Newsletter of 8/25 provided content related to trash program and link to website.
 Below line: provided in Administrator Notes Aug. 11, Aug. 25
 All communications have been responded to in kind, with a thank you and note that their feedback will be forwarded to the Board.

Date Received	Format	First Name	Last Name	Address	ZIP	Email Address	Pos/Neg/Topic	Summary
9/5/2017	Email	Thomas	Kister	4740 N Hollywood		thomas.kister@federal.com	- Q Trash	We have raccoons that attack our garbage cans if we don't secure lids
9/5/2017	Email	Joel	Olson			JOLOLSON@nubelbest.com	+ Trash	Great idea, great savings, we already comply
9/4/2017	Email	Robert	Fuller			rfuller42@loud.com	+ Trash	Shouldn't have to move trash from garage
9/2/2017	Email	James	Marin	629 E Day		jamsmarin38@gmail.com	+ Trash	Support moving to automated
9/2/2017	Email	Nancy	Weas			mweas@wfbj@aol.com	+ Trash	Too old, driveway too long
9/1/2017	Email	John	Katzenbach	6221 N Kent Ave		johnkatzenbach@gmail.com	- Q Trash	Need 2 containers. What if we have too much garbage, who's out of a job, how does winter work, how much to pay for it
9/1/2017	Email	John	Kearns	35845 N Shoreland Ave		johnkearns424@loud.com	+ Trash	Support for automated, confident
9/1/2017	Email	John	Widdfield	6122 N Shoreland Ave		john.widdfield@janofrai.com	+ Trash/Recy	Positive support, lots of suggestions about more recycling than trash
9/1/2017	Email	Richard	Lincoln	761 E Lexington Blvd		dwbr@ram@att.net	+ Trash	Support, assuming exclusions for elderly/disabled
9/30/2017	Email	Maureen	Fensterum	Hampson/Ardmore		rfincoln@mandelgroup.com	+ Recycling	Strong support of every other week pickup
8/29/2017	Email	Peggy	Steger	5074 N Bay Ridge		mfernsturm@sl.com	+ Trash	Supports automated trash collection, would like to see it passed
8/28/2017	Email	Margaret	O'Connell	1606 E Cumberland		pslstege@gmail.com	+ Trash	Can't take trash out, will suffer broken bones
8/26/2017	Email	Richard	Foster	4645 N Murray Ave		margaret.oconnell@troadterr.com	- Trash	Positive. Doesn't want to have to pay to purchase a second car, however.
8/26/2017	Email	Elinne	Friesler	4778 N Ardmore		foster2@wi.rr.com	Q Trash/Recy	1. easily answered; 2. Need two recycling bins. OK to continue?
8/26/2017	Email	Rozanne	Koshakow	4763 N Sheffield		elinne38@att.net	- Trash	Elderly, can't do it, WFB does it for me, cost benefit not enough to change
8/26/2017	Email	Kat	Murray	4953 N Berkeley		koshakow@gmail.com	- Trash	Elderly, can't do it, WFB does it for me, cost benefit not enough to change
8/25/2017	Email	Jill	Griffes			dorlove53217@gmail.com	+ Trash	Strong support, can't believe we don't have uniform garbage cans
8/25/2017	Email	Liz	Ross			lgriffesoss@gmail.com	+ Trash	Yes automated, seems safer, saves Village money
8/25/2017	Email	Arlene	Wesson			elizabetti_sanders@marquette.edu	+ Recycling	
8/25/2017	Email	Amette and Ian	Bishop			apwesson@aol.com	+ Q Trash	Positive but question about bin size
8/25/2017	Email	Georgia	Mavriac			albishopn@aol.com	-/+ Trash/Recy	No on automated, Yes to 2x month Recycling
8/25/2017	Email	Francis	Kim	733 E Lake View		mike@h@hotmail.com	+ Q Trash	Supportive, question about extra trash
8/25/2017	Email	Robert	Chun	5319 N Lake		rchun@mcw.edu	+ Trash	Enthusiastic Support
8/25/2017	Voicemail	George	Ingram	50cent pickup not worth it		414-534-2277	- Trash	If trash doesn't fit in container, will it get picked up?
8/25/2017	Email	Kristine	Wulz			kwulz@berlebach.net	Q Trash	How are we getting message out to non newsletter subscribers?
8/25/2017	Email	Emily	Denimore			dennimoreed@outlook.com	Q Trash	Questions - what about breakdowns. What about snow.
8/25/2017	Email	Josh	Kehler	ANGONVACUS		jikehler@wi.rr.com	Q Trash	Want to know how savings is calculated, firing employees, how use money
8/25/2017	Email	Mark	Egpli	5221 N Hollywood Ave		mark.egpli@marquette.edu	+ Recycling	Good idea, for all the reasons you state
8/23/2017	Letter	Jim	Anderson			clinch@shu@aol.com	- Trash	Don't change anything, we like the collectors, they are our eyes and ears, and old people can't push a cart
8/21/2017	Email	Cynthia	Nelson	5730 N Bay Ridge		monravelly@hotmail.com	+ Trash/Recy	Convenient and saves money
8/18/2017	Email	Kelly	Zauner	4836 N Bartlett		christemoxon@loud.com	+ Trash	saves money, keeps raccoons out, nice cart
8/18/2017	Email	Christie	Moxson			Roemert@hearstarebank.com	+ Trash	It's about time
8/17/2017	Email	Jim	Rearner			nanoyad@kens@gmail.com	+ Trash	cost savings, re-allocation of labor hours, and/or speed of service
8/17/2017	Phone	Nancy	Dickens	6078 N Santa Monica		haidemann	+ Trash	raccoons, opossums, too big
8/17/2017	Phone	Jane	Hirst	324 E Lexington		59217	+ Trash	Cart won't fit in garage, can't take down to street (elderly)
8/14/2017	Email	Susan	Ingram	405 E Day		59217	+ Trash	Saves money, keeps lids on, alley will be cleaner, better for collector safety
8/14/2017	Email	Elizabeth	Fetzer			59217	+ Trash	Not enough public benefit for the cost savings
8/11/2017	Email	Santford and Kathari Mallin		4794 N Lake Drive		59217	+ Trash	like the cart idea
8/8/2017	Email	Mary	Buecher	5070 N Bay Ridge Ave		59217	+ Trash	Hope pickups will continue for homes with long driveways
8/7/2017	Letter	Jane	Doellman	4948 N Berkeley		59217	+ Trash	In-depth list of questions, focus on exceptions needed for seniors
8/6/2017	Email	Ellinas	Herodotos			59217	+ Trash	Trash too hard to put in place. Raccoons will invade trash accumulated in back of house.
8/4/2017	Email	Greta	Kasam	4724 N Wilshire Rd		59217	+ Recycling	Every other week recycling
8/3/2017	Email	Jim	McDowell	4640 N Woodburn		59217	+ Recycling	Every other week recycling
7/28/2017	Email	Adam	McDowell			59217	+ Trash	Great job
7/28/2017	Email	Kate & Jerry	Parent	5862 N Shore Dr		59217	+ Trash/Recy	Every other week recycling, suggest fewer trash pickups
						59217	+ Trash	Every other week recycling, Compost. Combine resources with Shorewood



Village of Whitefish Bay
5300 N. Marlborough Drive, Whitefish Bay, WI 53217 (414) 962-6690

July 24, 2017

SUMMARY OF TRASH (DOMESTIC WASTE) COLLECTION OPTIONS

Effective Date: MAY 7, 2018

Current Collection

- Weekly collection on private property in a variety of containers
- Waste collectors estimate:
 - 70% of the property owners use two containers and 30% use 3 containers
 - 50% place their waste at the curb or alley edge
 - 50% use 35-gallon containers and 50% use 50 gallon containers
 - If 95-gallon carts are provided, that about 70% will use one cart and 30% two carts
- Annual Cost including operations and maintenance, carts, vehicle depreciation = \$ 484,060

Potential Change Options

Weekly collection at the curb in Village provided 95-gallon carts

- All waste in cart at curb or alley edge
- One or two carts allowed per residence
- Curb collection allows for two collection alternatives – automated or manual
 - Automated -- Annual Cost including operations and maintenance, carts, vehicle depreciation = \$ 378,475
 - Manual -- Annual Cost including operations and maintenance, carts, vehicle depreciation = \$ 395,649

Other Relevant Information-

- Maintain the current collection routes
- Ninety (90) day transition period
- Implementation and communication plans will be developed for fall Board review
- Communication plan will be implemented February through April and as necessary during the transition period

August 7, 2017

Memo to: Village President Siegel and Members of the Village Board

From: John Edlebeck, Village of Whitefish Bay Director of Public Works

Re: **Public Works Employee Comments Regarding Village Trash Collection**

The Public Works Department employees responsible for trash collection in the village wanted to share some of their below listed observations with you:

On an average day each trash collector will lift between 6,000 and 9,000 pounds of garbage and walk 10 to 12 miles pushing a collection cart up and down driveways, sidewalks and streets in all kinds of weather. Current Village policy states:

“Residents are responsible for providing metal or plastic trash containers that do not exceed 30-gallon capacity, and weigh no more than 60 pounds when filled. If you currently have a container that is more than 30 gallons, please put your garbage in several sturdy plastic garbage bags so the collectors can pull the bags out. Each container must have at least two handles and a tight fitting cover. Residents should have enough containers to hold ten days’ worth of trash.”

Approximately 15-25% of the trash cans they collect exceed the 60 pound weight limit. Most are just picked up and emptied by the collector however several times a day it requires both collectors to lift and dump a single overweight refuse container. Refuse is collected daily consisting of cans filled with non-traditional household waste items such as bricks, shingles, rocks, dirt, glass and construction debris creating this excessive weight.

Shoulder, arm, hand, back and knee strain injuries have been sustained by collectors due to our current mode of collection. The most recent injury was a pinched hand due to lifting an overweight refuse container onto the collection truck. The collectors have had hands, arms and legs cut requiring stitches when handling broken glass placed in residents refuse containers. Dog attacks and dog bites are also experienced.

Sharps disposed of in trash bags and cans without proper containers also pose a puncture risk as the collectors perform their duties. In the past 2 years numerous (12+) illegally disposed of sharps have been found in village resident trash cans by the collectors. We have had a village collector stuck with a needle in the past and unfortunately it will happen again. Once identified a Public Works employee visits that resident and educates them on proper sharps disposal.

Chemical containers have been found to be hidden in trash bags, braking open when the collection truck hopper is compacted, resulting in the collectors sometimes being splatter by the liquid or inhaling chemical fumes. The collectors come in physical contact with all types of substances under our current collection system, including dirty diapers and hygiene products.

With the current rear loading trucks, our collectors work right next to vehicular traffic. Even though they are wearing safety vests and use flashing lights on the collection truck, adjacent traffic speeds experienced at times are dangerously high with driver attentiveness poor.

We believe that many of the observations noted above were compelling reasons why the vast majority of municipalities have converted to automated curbside trash collection.

June 17, 2017

To: Paul Boening – Village Manager

Subject: Preliminary Review of Potential Trash (Domestic Waste) Collection Program Changes

From: Steven Sheiffer - Project Manager

John Edlebeck – Public Works Director

In September, 2016 the Whitefish Bay Village Board held a study session on Village Municipal Residential Waste/ Recyclable Collection and Disposal Services. The services along with their associated service levels and costs were discussed in depth at that study session. On May 15, 2017 the Village Board directed staff to present information/recommendations on changes to the residential trash collection program.

The current program consists of once a week collection. The attached excerpts from Chapter 10 of Village Ordinances describe the type of containers and provides for the; placement of containers on private property. The Ordinance references 30 gallon containers and a weight limit of sixty pounds. Special pickups for a fee can be scheduled when the waste exceeds the limits as outlined in Chapter 10, Section 4c.

You and I met with the four regular solid waste collectors and they provided the following information.

- a. About 50% of residents currently place their refuse at the curb. The percentage is significantly higher South of Silver Spring than North.
- b. Most residents are currently using metal/plastic trash containers.
- c. About 70% have two containers and 30% have 3 or more. Besides the container waste the resident may have additional waste.
- d. About 50% are using 35 gallon containers and about 50% are using 50 gallon containers.
- e. They make judgement calls on when a special pickup is required. They always pick up as much as possible.
- f. They estimate that if the 95 gallon carts are provided that about 70% will use one cart and 30% two carts.
- g. There will be some special situations on alleys that will need to be addressed. Further, vegetation that overlaps the pavement on alleys may need to be cut back or removed.
- h. They all support a change to automated collection at the curb for efficiency and safety reasons.

Village Public Works Department staff solicited the assistance of Chris Rooney as a consultant to aid in this analysis.

The following materials have been developed for Board review:

- Residential Trash (domestic waste) Collection Service Proposal
- Evaluation of Collection Alternatives
 - Budget Analysis
 - Option Analysis
 - Current system
 - Village provided automated collection
 - Village provided manual collection

We did not include detailed analysis of contracted automated collection as we did for recycling since this option would cost approximately \$ 85,000 more for waste collection than Village automated.

In the budget analysis we developed both a cost for annual Operations and Maintenance and the full annual cost with vehicle depreciation and capital costs for cart purchases. The proposal includes a change from rear load trucks to side loaders. Both types of trucks have a ten year life expectancy. Side loader trucks increase personnel efficiency by 75 to 100% for one person vehicles. The analysis shows three vehicles will be necessary. Two would be primary and one would be back up for both trash and recycling collection as per current.

Using a side loader truck, all materials in carts at the curb, and conservative costs estimates, Village automated collection would reduce annual operations and maintenance costs by \$ 165,520 and annual total costs by \$ 105,585.

In order to make sure we had a valid cost comparison we needed to use a 10 year depreciation schedule for the cart purchases and vehicle replacements. The proposed acquisition schedule would be:

For the carts in 2018 borrow \$ 285,000 to purchase 5,170 carts (10% are extras). The projected interest rate would be 2% and the repayment schedule would be 10 years. Based on experience we project that less than 5% of property owners will need a second cart.

The new recycling truck is scheduled for purchase with funds from the 2017 budget.

Replacement of the 2002 rear loader trash collection backup truck is planned for the 2018 budget. A sideload automated collection truck would be ordered in 2017 for delivery in 2018 and no borrowing would be necessary.

One additional sideload automated trash collection truck (replaces 2006 trash collection truck) would need to be acquired prior to the start of the automated collection. This truck would also be ordered in 2017 for 2018 delivery. Upon delivery it would be funded by a short term borrowing of 12 months so it would be funded from the 2019 budget without permanent debt.

An existing rear loader trash collection truck would serve as the backup truck until 2020 when a 2006 refuse truck replacement would be funded in the 2020 budget. Given an effective date for the changeover to automated waste collection of May 7, 2018 and a new truck delivery date of January 2, 2020 this would be a temporary approach for 19 months.

As regards the projected operations and maintenance savings of \$ 105,585, we believe one full time position with a total cost of \$ 85,132 can be eliminated in order to have sufficient employees to cover the existing Department work load. The remainder of the property tax savings occurs as existing staffing is redirected to the utilities to improve the operations/maintenance of these services.

The purpose of this meeting is to provide a Board review of the available information. At the conclusion of the review, we recommend the Board schedule a Public Hearing on August 14, 2017 and then take action to approve the proposal for automated collection. This recommendation is based on cost and safety considerations. We also recommend that if you approve this change effective May 7, 2018 that the recycling changes also be targeted for May 7, 2018. 17

Please let me know if you would like additional information prior to the meeting.

cc: Department Heads

Chris Jaekels Esq. - Village Attorney

Village Ordinance Excerpts Concerning Trash Collection

(3) Containers and Collection.

Sufficient containers as herein defined shall be provided, kept clean and properly located as follows:

(a) Containers. Every householder or occupant of any residential building shall provide approved containers sufficient in number to receive at least 10 days accumulation of garbage and rubbish, and of the following description: metal or plastic construction, water tight, its capacity not exceeding thirty gallons, and no single container shall weigh more than sixty pounds when filled. All containers shall have at least two handles and a tight fitting cover which shall be kept in place on such containers at all times.

(b) Collection. Domestic Waste, Yard Waste, and Newsprint shall be collected weekly on the day scheduled for that household, except when a holiday or severe weather occurs in a given week, in which instance collection will be delayed by a like period of time. Domestic Waste will not be collected from a dwelling, a breezeway, or a storage shed.

(c) Location of Containers. Waste containers, except as noted herein, shall be located upon private property and not upon any street, alley or public grounds. If a property abuts upon an alley, such receptacle shall be located immediately adjacent thereto; if a property does not abut upon any alley, portable containers shall be placed as directed by the Department for expeditious year around collection from the street; provided that no such container shall be located contrary to an order of the Health Officer.

(d) Green Grass Clippings. Green grass clippings will not be collected. Residents shall either leave green grass clippings on the lawn or compost them in accordance with Section 10.14.

(e) Removed Tree Disposal. Logs, branches, trunks and stumps removed trees will be collected as specified in 10.04 (4)(c) 1 Special Services.

(f) Village Board May Make Rules Regarding Same. The Village Board is hereby authorized to make such reasonable rules and regulations for the administration of this section, including charges for extraordinary and unusual services as they may deem necessary and proper, provided, no such regulations contravene the specific provisions of this section.

(4) Collection Charges.

As provided herein certain waste materials shall be collected by the Department without charge, others shall be collected at a charge established by the Department for such services. Such charges shall be reasonable ones based upon the cost of labor and equipment use.

(a) Domestic Waste. Domestic Waste shall be collected by the Department without charge.

(b) repealed-Ord. 1354

(c) Special Services.

(1) Whenever any person desires the removal of Domestic Waste,

which are not removed in the course of regular service the following criteria for a Special Pickup apply:

- a. Anything over two (2) garbage cans and eight (8) bags or three (3) very large cans and four (4) bags.
 - b. Anything over three (3) garbage cans with several additional containers of debris/construction materials.
 - c. Anything over three (3) garbage cans with several pieces of furniture/mattresses.
 - d. Yard Waste/Chipping – A pile of logs, or branches stacked 5' or higher along the entire property line, 12 or more bags of yard waste or uncontained soil/sand, rocks or concrete.
- (2) Special pickup minimum charge is \$45.00. Additional fees may be imposed at the discretion of the Department of Public Works if the amount of domestic waste exceeds the criteria listed above. Additional charges will be based on the hourly rate for the personnel, including fringe benefits and equipment used and disposal fees.

Residential Trash (Domestic Waste) Collection Service Proposal

Proposed Base Residential Trash Collection Service Recommendations:

1. Continue to collect residential waste weekly.
2. Require all waste be placed in a Village issued 95 gallon wheeled cart. A second cart would be allowed at a purchase price to be established.
3. Require all carts be placed curbside in the parkway or on the pavement, or on the pavement edge in alleys.
4. Allow for the continuation of Special Pick Ups for a fee.
5. Continue the current waste collection routes.
6. Adjust the 2018 Village Budget to reflect staffing and cost savings.

Collection Process Recommendation - Automated collection by a Village Employee

1. Convert to the use of the single employee side load vehicle with both automatic and tip-assist collection options. Utilize the automatic collection option as well as tip-assist as warranted.

2. Implement the following cart and vehicle acquisition plan:
 - a. For the carts in 2018 borrow \$ 285,000 to purchase 5,170 carts (10% are extras). The projected interest rate would be 2% and the repayment schedule would be 10 years.

 - b. Replace the 2002 rear loader backup trash collection truck by ordering a sideload automated collection truck in 2017 for delivery in 2018 and funded from the 2018 Village Budget.

 - c. Replace the 2006 rear loader trash collection truck by ordering a sideload automated collection truck in 2017 for delivery in 2018 and funded by a one year note issue to be paid for from the 2019 budget.

 - d. An existing 2006 rear loader would serve as the backup truck until January 2020 when it would be funded in the 2020 budget.

3. Estimated annual operating and maintenance cost of \$ 251,040 and total cost of \$ 378,475 which reflect savings of \$ 165,520 and \$ 105,585.

Future

1. Implementation target date would be May 7, 2018 to allow for truck delivery, employee training, communication and to avoid a winter start.

2. Project Manager will submit an implementation plan including timeline; the policies and procedures for implementation; ordinance changes; employee training; and a comprehensive public

information program including program literature to outline cart placement and proper container usage. Numerous forms of communication will be utilized.

The cost for the project manager and the development and implementation of the communications program are not included in the above costs estimates. The estimate one time cost in 2017/2018 is \$ 3,500 (50 hours) for the Project Manager; \$ 2,500 (25 hours) for the waste collection consultant; and \$10,000 for the communications program. All would be funded from the 2017/ 2018 Public Works Budgets.

3. As part of implementation process address the following:
 - a. Necessity of and procedure for exceptions to the requirement the cart be brought to the parkway area.
 - b. Necessity of and procedure for a special pickup collection including the fee if excess trash is requested to be collected.
 - c. Price for purchase of second cart.
 - d. Other issues as identified.

June 17, 2017

Evaluation of Trash (Domestic Waste) Collection Alternatives

Three alternatives were evaluated: current; curb side manual collection by Village; and curb side automated collection by the Village.

The costs were developed based on the following basic program:

1. Continue to collect residential waste weekly.
2. Require all waste be placed in Village issued 95 gallon wheeled carts. A second cart would be allowed at a purchase price to be established.
3. Require all carts be placed curbside in the parkway or on the pavement, or on the pavement edge in alleys.
4. Allow for the continuation of Special Pick Ups for a fee.
5. Continue the current waste collection routes.
6. Adjust the 2018 Village Budget to reflect staffing and cost savings.

Attachment 1 is the annual budget analysis compared to the current collection cost based on carts being placed at the curb or alley edge. This does not include fixed overhead or interest costs

The results for annual O and M are:

- a. Current weekly collection - \$ 416,520
- b. Weekly Village manual collection - \$ 277,214
- c. Weekly Village automated collection - \$ 251,040

The results for annual O and M plus capital depreciation are:

- a. Current weekly collection - \$ 484,060
- b. Weekly Village manual collection - \$ 395,649
- c. Weekly Village automated collection - \$ 378,475

Attachment 2 is an analysis of the two curb side collection options.

Recommendation

Implement Village provided curb side 95 gallon cart weekly automated collection.

Village of Whitefish Bay Annual Residential Waste Collection Service Budget Analysis

	Current Village Walk-Up Weekly	Proposed Village Curb Manual	Proposed Village Curb Automated	Proposed Contractor Curb Automated
Collections per year	52	52	52	52
Contractor Collection Cost				\$451,200.00
Number of Full Time Employees	4	2	2	
Hours per Week, per Employee	40	45	40	
Number of Full Time & Spare Vehicle	2 & 1	2 & 1	2 & 1	
Labor and Benefits	\$340,527.04	\$194,879.97	\$173,293.12	\$11,648.00
<i>Regular Wages</i>	\$225,888.00	\$112,944.00	\$112,944.00	\$8,320.00
<i>Overtime Wages</i>		\$21,179.60		
<i>Regular Benefits</i>	\$89,190.40	\$44,595.20	\$44,595.20	\$3,328.00
<i>Vacation /Sick Wages & Benefits</i>	\$25,448.64	\$12,724.32	\$12,724.32	
<i>Assistance Wages & Benefits</i>		\$3,436.85	\$3,029.60	
Maintenance Labor	\$4,399.60	\$2,199.80	\$4,619.58	
Fuel	\$23,754.64	\$26,723.97	\$23,754.64	
Lubricants	\$2,444.00	\$2,749.50	\$2,505.10	
Vehicle Parts	\$14,560.00	\$16,380.00	\$15,288.00	
Tires	\$13,156.00	\$14,800.50	\$13,156.00	
Outside Vehicle Repairs	\$14,092.00	\$15,853.50	\$14,796.60	
Licenses / Permits	\$3,627.00	\$3,627.00	\$3,627.00	
Annual O & M Sub Total	\$416,560.28	\$277,214.24	\$251,040.04	\$462,848.00
Vehicle Depreciation (10 years)	\$67,500.00	\$90,000.00	\$99,000.00	
Cart Purchase / Maintenance		\$28,435.00	\$28,435.00	
Annual Recycling Budget Total *	\$484,060.28	\$395,649.24	\$378,475.04	\$462,848.00

* Does not include Supervision or Administrative expenses

* Does not include disposal expense, assumed to be the same for each alternative.

Dated: June 5, 2017 CR

Village of Whitefish Bay
Village Provided Manual Curb Trash (Domestic Waste) Collection

Overview

- Two, new dual drive, side load vehicles with two cart tippers and low dump height. Automated arm included with vehicle but carts collected with cart tippers only.
 - Improve driver safety by eliminating walking up driveways.
 - Improved productivity with curb service.

Productivity

- Pre/post trip inspections and paperwork approximately .5 hour per day.
- Disposal time - approximately 1 hour.
 - One trip to Village of Shorewood Transfer Station per day. 8-9 tons per load.
- Call backs approximately 0.5 hours per day.
- 470 homes serviced per day – 7 productive hours per day.
 - 9 payroll hours/day: 52 homes/hour, productive hours 67 homes/hour.

Financial Overview

- Two, new dual drive automated vehicle: approximately \$660,000.00 with a life expectancy of 10 years.
- Village would borrow to purchase new refuse carts.
- Employee labor and benefits charged at 45 hours per week.
- First year repair cost lower as bulk of repairs cost will be recovered from warranty. Second year and beyond assume current repair cost, plus annual cost adjustment.
- Other operating expenses (fuel, tires, licenses, lubricants, etc.) will remain at current levels.
- Maintain transfer station disposal partnership with Village of Shorewood.
- Information program cost not included.

Opportunities

- Safer vehicle operation for driver; eliminate driver working at the rear of the vehicle.
- Substantially reduces injuries associated with walking up driveway or sidewalk service.

- All material contained in cart will eliminate animals entering refuse placed in bags and reduce blowing litter.
- Maintain knowledgeable collection team delivering premier service.

Challenges

- Curb/Alley placement and collection.
- Limiting number of containers.
- All material must be in container.

Village of Whitefish Bay
Village Provided Automated Curb Trash(Domestic Waste) Collection

Overview

- Two new primary dual drive automated vehicles with low dump height and outside controls.
 - Improve driver safety by placing driver in the vehicle.
 - Improved productivity with automated collection.
- Future purchase of one additional dual drive, automated vehicle with low dump height and outside controls as a backup truck

Productivity

- Pre/post trip inspections and paperwork approximately .5 hour per day.
- Disposal time - approximately 1 hour.
 - One trip to Village of Shorewood Transfer Station per day. 8-9 tons per load.
- Call backs approximately 0.5 hours per day.
- 470 homes serviced per day – 6 productive hours per day.
 - 8 payroll hours/day: 67 homes/hour, productive hours 78 homes/hour.

Financial Overview

- Two new primary dual drive automated vehicles: approximately \$660,000.00 with a life expectancy of 10 years.
- Future purchase of one additional dual drive automated vehicle with low dump height and outside controls as a backup truck
- Village purchase of 5,170 (10% extras) 95 gallon refuse carts.
- Employee labor and benefits charged at 40 hours per week.
- First year repair cost lower as bulk of repairs cost will be recovered from warranty. Second year and beyond assume current repair cost, plus annual cost adjustment.
- Other operating expenses (tires, licenses, lubricants, etc.) will remain at current levels.
- Maintain transfer station disposal partnership with Village of Shorewood.
- Information program cost not included.

Opportunities

- Safest vehicle operation for driver, keeping driver in cab for the majority of workday.
- Substantially reduces injuries associated with walking up driveway or sidewalk service.
- Substantially reduce injuries associated with manually handling containers.
- Purchase truck with 2 cart tippers included to maintain flexibility of operation.
- All material in cart will eliminate animals entering refuse placed in bags reducing blowing litter.
- Maintain knowledgeable collection team delivering premier service.

Challenges

- Curb/Alley placement and collection.
- Limiting number of containers.
- All material must be in container.

- Driver wages and benefits are calculated as follows:
 - Current: 4 employees @ 40 hours per week, per employee.
 - Automated: 2 employees @ 40 hours per week, per employee.
 - Manual Side Load: 2 employees @ 45 hours per week, per employee.
 - Hourly rate of \$27.15 per hour, and benefits at \$10.72 per hour.
 - I used 21 vacation and personal days for each employee.
 - Added 5 assistance days to each automated collection route to allow for scheduled maintenance of new vehicles.
- Maintenance expenses: increased maintenance labor expense to allow for more regular scheduled maintenance to be performed on new vehicles. Used the same total rate per hour as the Recycle Budget, \$8.52. I added 5% to the automated model to accommodate additional maintenance required for the automated arm.
- Three trucks in each model. I used 10 year term, but did not calculate interest. I can add if necessary.
- I used 10% overage for the initial cart purchase (this is a bit more than I would have historically ordered for a new contract roll out).
- I used \$55.00 per cart (\$50.00 purchase price, and \$5.00 for delivery). Used 10 year term and 2% interest as Steve requested.
- I did not assume any additional cart maintenance. New carts are warranted for 10 years, so with the 470 extra in the initial order and the warranty it should be a few years before additional/replacements would be needed.
- Assumed Village would purchase and maintain carts in the Contractor provided automated collection option.

Village of Whitefish Bay
Contractor Provided Automated Curb Refuse Collection

Overview

- Contractor to provide and manage new and replacement carts during term of agreement.
 - Village to retain ownership of carts at the end of the agreement.

Contract Overview

- Request for proposal to consider 3, 5 and 10 year term.
- Four potential bidders: Advanced Disposal, John's Disposal, Waste Connections (Groot), Waste Management.
- Require contractor to follow existing waste collection routes.
- Incorporate service standards in request for proposal and agreement.
 - Service expectations including same day call back service
 - Track resident communication.
 - Response and follow-up timeline.
 - Penalties for certain issues.
- Contractor to provide, develop and distribute program literature. Village to approve materials and distribution.

Financial Overview

- 4700 homes estimated at \$8.00 per unit, per month. Annual cost of \$451,200.00.
- Certain contractors would want to control disposal, others may be open to utilizing Village of Shorewood Refuse Transfer Station.
- Fuel surcharge based on fluctuations in fuel prices.
- Annual rate increase based on year over year change in Consumer Price Index or a flat percentage (2%-3%), whichever is greater.
- Management of contractor by village staff estimated at 5 hours/week

Opportunities

- Eliminate Village employee accident and injury risk exposure associated with current refuse service.
- All material in cart will reduce animals entering bags and potential for blowing litter.
- Eliminate initial capital as well as annual operating and maintenance expenditures for refuse collection vehicles.
- Eliminate cart purchase, management and maintenance for term of agreement.
- Potentially more stable expense versus Village provided service.
 - Village could avoid capital expense for initial or future purchase of carts.
 - Village would eliminate financial exposure to major vehicle repairs, risk management cost, labor cost.

Challenges

- Curb/Alley placement and collection.
- Limiting number of containers.
- All material must be in the container.
- Contract management.
- Potential for lower level of service with contractor.
- Working daily with an outside agency instead of village employees