

# VILLAGE OF ELM GROVE

13600 Juneau Boulevard  
Elm Grove, WI 53122

ADMINISTRATIVE AND PERSONNEL COMMITTEE  
Monday, October 12, 2020 \* 8:30 AM \* Park View Room

## AGENDA

**1. Call meeting to order**

**2. Review and act on minutes**

*Documents:*

[AP081020md.pdf](#)

**3. Review and possible action on EMS Director's request for Village owned vehicle**

**4. Review and act on John's Disposal Service rate request**

*Documents:*

[08-6-20 Johns Disposal rate request.pdf](#)

[Johns Disposal 20-21 Rates.pdf](#)

[Johns addl information on costs.pdf](#)

**5. Discussion of Village Manager's continued affiliation in ICMA**

**6. Adjourn**

Any person who has a qualifying disability as defined by the Americans with Disabilities Act who requires that the meeting or materials for the meeting has to be in an accessible location or format must contact the Village Clerk, Michelle Luedtke, at 262-782-6700 or 13600 Juneau Boulevard by 3:00 PM Friday prior to the meeting so that any necessary arrangements can be made to accommodate your request.

NOTICE: It is possible that members of, and possibly a quorum of, other governmental bodies of the Village may be in attendance at the above stated meeting to gather information. No action will be taken by any governmental body at the above stated meeting other than the governmental body specifically referred to in the above notice.

**VILLAGE OF ELM GROVE  
ADMINISTRATIVE AND PERSONNEL COMMITTEE  
August 10, 2020 \* 7:30 am**

Present: Chairperson Michalski in person. Via Zoom Trustee Haas, Trustee Domaszek, Trustee Kressin  
President Palmer excused.

Also Present: Village Manager David De Angelis, Zoning/Planning Administrator and Assistant to the Village  
Manager Thomas Harrigan, Finance Director Monica Hughes and Village Attorney Hector de la Mora.

**1. Call to Order**

Chairman Michalski brought the meeting to order at 7:30 a.m.

**2. Minutes**

Trustees Haas and Domaszek moved and seconded to approve the May 11, 2020 minutes. Motion carried 4-0.

**3. Review and approval of Fire Chief position description**

Mr. De Angelis provided a summary of the revised position description for the Fire Chief position.

Trustee Haas requested on the first page of the position description, seventh bullet point down, the word “capital” be inserted after the words “5 year”. Also, within the eleventh bullet point, replace the words, “Contracting and the maintenance of” with, “Negotiating and Maintaining”. Also on page two, within the first paragraph, insert the word, “Department” after the “fire”.

Trustee Haas motioned to accept the position description with the changes reference above. Trustee Kressin seconded. Motion carried 4-0.

**4. Review and possible recommendation regarding request from John's Disposal for fee adjustment**

Mrs. Hughes provided a background summary of the existing contract with John’s Disposal Services and explained they are requesting a 1.9% decrease in the contract due to the drop in fuel costs. The company is also experiencing unanticipated costs related to COVID Personal Protection Equipment purchases.

Trustee Domaszek stated he would like to see a detail explaining how their costs have gone up, documenting the unanticipated expense.

Trustee Michalski stated he supports Trustee Domaszek’s comments.

The committee came to a consensus additional information will be required from John’s Disposal before action can be taken. Trustee Michalski stated this item will be tabled until a future meeting date.

**5. Discussion and possible action regarding change of meeting time and date**

Trustee Haas noted the meeting date and time cannot be changed to later in the day on the second Monday of the month as the Public Works committee meets at 6:00 P.M. on the same day.

The suggestion was made to meet later in the morning on the second Monday of the month. It was agreed to hold the Administrative and Personnel meeting at 8:30 A.M. on the second Monday of the Month.

**6. Closed Session**

The Committee convene into closed session at 7:55 A.M. pursuant to Wis. Stat. §19.85(1)(c) to consider employment and compensation data over which the governmental body has jurisdiction and exercises responsibility, more specifically non represented employees.

Trustee Domaszek motioned and Trustee Kressin seconded to enter into closed session.  
Eye: Trustees Michalski, Haas, Domaszek and Kressin.

Nay: None.

7. Move back into open session  
The Committee went back into open session at 8:10 a.m.

8. Adjourn  
Trustees Haas and Domaszek moved and seconded to adjourn at 8: 11a.m. Motion carried.

Respectfully submitted,

Thomas Harrigan  
Zoning and Planning Administrator/  
Assistant to the Village Manager



# MEMO

TO: Administrative and Personnel

FROM: Monica Hughes

DATE: August 6, 2020

RE: John's Disposal Rate Request

---

Under the Village's contract with John's Disposal Service, the rates can be adjusted annually as of August 1 based on changes to the CPI and fuel prices. Under the current contract calculation the rates per household would decrease 1.97% or \$0.23 per month. This would result in an annual savings per household of \$ 2.76 and overall savings for the Village of approximately \$7,000. Attached is a letter for the committee's consideration from John's Disposal requesting that the rate be unchanged for the upcoming 12 month period due to additional expense they have with the COVID-19 pandemic.



P.O. BOX 329  
 WHITEWATER, WI 53190  
 262-473-4700 • Fax: 262-473-6775  
 www.johnsdisposal.com  
 email: office@johnsdisposal.com

**DISPOSAL SERVICE, INC.**

The Village of Elm Grove  
 Attn: David DeAngelis – Village Manager  
 13600 Juneau Blvd.  
 Elm Grove, WI 53122

May 29, 2020

Re: 2021 Rates

Dear Village Board,

As you are likely aware, the COVID-19 pandemic is hitting the waste and recycling industry in a particularly unique and costly way. With many of your residents staying at home for the past several months, we have seen a sharp increase in curbside municipal solid waste, recycling, yard waste and bulk items disposal. As a result, our drivers are working much longer days and taking additional trips to landfills and MRF's to accommodate waste overages. Johns is committed to safely providing your residents unmatched collection and has been one of, if not the only hauler to provide our full suite of services throughout the duration of this pandemic.

Based on lower fuel costs and a decrease in the CPI index, our contracted annual rate adjustment would allow for a decrease for the year 2021. Due to the significant increase in costs to provide service to your community during the pandemic, we are requesting that the Village not reduce our rates as the contract allows, and instead hold the current 2020 rates through the end of 2021. Proposed collection costs would remain as follows:

SERVICE	2020	2021 PROPOSED	\$ INCREASE
GARBAGE	\$5.67	\$5.67	\$0.00
RECYCLE	\$4.98	\$4.98	\$0.00
BULK	\$0.98	\$0.98	\$0.00
<b>TOTAL</b>	\$11.63	\$11.63	\$0.00
LANDFILL	\$46.32	\$46.32	\$0.00

If you have any questions or would like to schedule a meeting, please do not hesitate to call me directly at 262-473-4700 ext. 224.

Sincerely,

Nate Austin  
 Municipal Sales Manager

PRINTED ON RECYCLED PAPER

**Residential • Commercial • Industrial • Recycling • Refuse Disposal**

## Monica L. Hughes

---

**From:** David De Angelis  
**Sent:** Thursday, September 24, 2020 4:40 PM  
**To:** Monica L. Hughes  
**Subject:** FW: Garbage rates

**From:** Nate Austin [mailto:nate@johnsdisposal.com]  
**Sent:** Thursday, September 24, 2020 1:15 PM  
**To:** David De Angelis <ddeangelis@elmgroviewi.org>  
**Subject:** Re: Garbage rates

Dave -

Thanks for letting me know. The Village currently pays separately for garbage tons and recycle tons, as you are aware, however the increases in tonnage for us translate into longer route times and additional hours for our drivers. My calculations show that the effects of COVID-19 on garbage and recycling collection in the Village have translated to a 5.45% increase in garbage tons and 7.56% increase in recycling tons from the first two quarters of 2020 compared to the same time period in 2019. Our drivers have reported that the battle to have residents break down cardboard boxes for transport has caused them to spend extra time on routes as well.

Additionally, both the Village of Chenequa and the City of Pewaukee have agreed to hold our rates at a 0% decrease for 2021.

Please let me know if the Board finds this information to be helpful.

Best,

Nate

On Wed, Sep 23, 2020 at 12:07 PM David De Angelis <[ddeangelis@elmgroviewi.org](mailto:ddeangelis@elmgroviewi.org)> wrote:

Nate,

I am just reaching back to you regarding your request for the status quo for the 2021 rates. I was looking back and we the Board did ask for specific information documenting your additional Covid expenses which you discussed in your letter but I am not sure if you were ever asked for that information.

Thanks for any update you can give me.

David De Angelis, ICMA-CM