

CITY OF STURGEON BAY
COMMUNITY PROTECTION & SERVICES COMMITTEE
Thursday, December 8, 2016
4:30 p.m.
Council Chambers, City Hall – 421 Michigan Street

1. Roll call.
2. Adoption of agenda.
3. Consideration of: Compost Site Change Options
4. Adjourn

NOTE: DEVIATION FROM THE AGENDA ORDER SHOWN MAY OCCUR

Notice is hereby given that a majority of the Common Council may be present at this meeting to gather information about a subject over which they have decision-making responsibility. If a quorum of the Common Council does attend, this may constitute a meeting of the Common Council and is noticed as such, although the Common Council will not take any formal action at this meeting.

Posted:
Date: 12/1/16
Time: 2:30 pm
By: SSO

Community Protection & Service Committee:
Richard Wiesner, Chr.
Kelly Catarozoli
David Ward

EXECUTIVE SUMMARY

DATE: October 28, 2016

TITLE: Compost Site Change Options

BACKGROUND:

- The compost site is open 24 hours a day 7 days a week for residents to dispose of yard waste and to take any mulch or compost they wish free of charge.
- We currently charge \$15 per standard pick-up truck load or trailer load of compost or mulch sold to any non-resident.
- We currently charge \$100 for residents of the Town of Sevastopol and Town of Sturgeon Bay to purchase an annual permit to bring yard waste into the compost site. This fee increased in May of 2016 from \$25. To date 74 permits have been issued. In 2015, 88 permits were issued and 66 permits were issued in 2014.
- Contractors/landscapers may purchase an annual permit to use the site for \$1,000.
- We get numerous requests from residents of other townships, especially the Town of Nasewaupee, who are interested in purchasing a permit to bring yard waste to the site.
- Below is the cost to operate the compost site as well as the revenue generated over the last few years.
 - 2016 (to date):Expenses - \$13,342 Revenue - \$4,439 Net Cost - TBD
 - 2015: Expenses - \$24,915 Revenue - \$3,894 Net Cost - \$21,021
 - 2014: Expenses - \$29,930 Revenue - \$2,492 Net Cost - \$27,438
 - 2013: Expenses - \$24,492 Revenue - \$6,047 Net Cost - \$18,445
 - 2012: Expenses - \$27,243 Revenue - \$3,841 Net Cost - \$23,402
 - 2011: Expenses - \$25,359 Revenue - \$4,515 Net Cost - \$20,844
- We researched other municipalities and found no others in the state of Wisconsin who charge their own residents to use the compost site.
- We discussed, within our department, the option of closing the site as well as charging a fee for City residents to use the site, however determined that as part of the tax roll it only cost less than \$4 per \$100,000 in assessed property value per resident to manage the compost site.

Analysis:

- We believe that many non-city residents are using the site to drop off yard waste since there is not another municipal site in Door County.
- With the presence of the Emerald Ash Borer now in the County we assume the use of the site by non-city residents will continue to increase as trees are dying or being removed to prevent the spread of it.
- Since the site is not manned, it is difficult to control the use of it by non-city residents.
- We have heard that contractors/landscapers are using the site to dispose of brush and yard waste without purchasing an annual permit.

Possible Changes for the Compost Site:

- Regulate the hours of operation so that it is no longer open 24/7
 - Proposed hours of operation
 - Closed December 1 – April 1
 - April Hours:
 - Monday through Friday 9 a.m. – 2 p.m.
 - Saturdays 9 a.m. – 5 p.m.
 - Sundays CLOSED
 - May – September Hours:
 - Monday 9 a.m. – 7 p.m.

- Tuesday 9 a.m. – 2 p.m.
- Wednesday 9 a.m. – 7 p.m.
- Thursday 9 a.m. – 2 p.m.
- Friday 9 a.m. – 2 p.m.
- Saturday 9 a.m. – 5 p.m.
- Sundays CLOSED
- October – November Hours:
 - Monday through Friday 9 a.m. – 2 p.m.
 - Saturdays 9 a.m. – 5 p.m.
 - Sundays CLOSED
- Have seasonal staff manage the compost site Monday through Friday with a full time employee managing the site on Saturday.
- Allow residents of the Township of Nasewaupée to purchase an annual permit to drop off material at the site for \$100 as we currently do for Township of Sturgeon Bay and Sevastopol Residents.
- Continue to charge non-residents to purchase compost and mulch for a fee of \$15 per standard pick-up truck or trailer load.
- Continue to charge contractors \$1,000 for an annual permit to use the site to drop off material.
- Charge residents a \$25 fee to schedule a brush collection at their residence. There will no longer be a City wide brush collection service offered in the spring. It will be a call in service similar to the Large Item Collection Program that will take place on a specified date each month.
- Permits will need to be purchased at the Municipal Services office so that staff can verify the address of the person obtaining the permit is a resident of one of the allowed municipalities.
- The employee who is managing the compost site will need to see the driver's license of the person dropping off materials or picking up compost and mulch to show proof of residency.
- A list will be updated and provided to the employee at the compost site so they have a current list of those non-city residents who have purchased a permit. Non-city residents with a permit will also have to show their ID along with their permit at the site.
- Sales of mulch and compost should also be made at the Municipal Services office
- The employee at the compost site will be able to sell permits as well as mulch and compost in the event that a non-city resident was unaware of the rules or is not able to make it in during our normal office hours.

IMPACTS:

- The department will increase revenue by allowing residents of the township of Nasewaupée to purchase permits to use the site.
- Closing the site after hours will prevent additional material being dumped by non-residents and contractors.
- Manning the site will help regulate that only City Residents and those who have purchased a permit will be allowed to bring material into the site.
- Manning the site will help regulate that only City Residents will be able to take material from the site free of charge.
- Having less material brought into the site will reduce the cost to grind the yard waste into usable material.
- Reduce unwanted material being deposited at the site – garbage, concrete, lumber, etc.

OPTIONS:

1. Approve the changes as outlined above by staffing the compost site with specific hours of operation, allow residents of the Township of Nasewaupée to purchase an annual permit to

drop off material at the site for \$100 fee and to discontinue the city wide brush collection service offered in the spring and making it a call in service similar to Large Item Collection.

2. Leave the compost site operation as is without making any changes.
3. Make other changes as deemed necessary by the committee.

Prepared by: Bob Bordeau
Bob Bordeau
Municipal Services Director

Date: 11/10/2016

Reviewed by: Val Clarizio
Val Clarizio
Finance Director/City Treasurer

Date: 11/10/16

Josh VanLieshout
Josh VanLieshout
City Administrator

Date: 11/11/16