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www.ci.mequon.wi.us

Office of the City Administrator

PUBLIC WELFARE COMMITTEE

Tuesday, September 13, 2022

5:45 PM

Lower Conference Room

Agenda

- 1) Call to Order, Roll Call
- 2) Approval of Meeting Minutes
Action requested: review and approve
 - a. August Meeting Minutes
- 3) Discussion Items
Action requested: discuss and take action as needed
 - a. Electronic Participation for Common Council, Planning Commission and Citizen Committee Meetings
 - b. Community Composting
- 4) Work Calendar
- 5) Adjourn

Dated: September 13, 2022

/s/ Dale Mayr, Chair

Notice is hereby given that a quorum of other governmental bodies may be present at this meeting to present, discuss and/or gather information about a subject over which they have decision-making responsibility, although they will not take formal action thereto at this meeting.

Persons with disabilities requiring accommodations for attendance at this meeting should contact the City Clerk's Office at 262-236-2914, twenty-four (24) hours in advance of the meeting.

Any questions regarding this agenda may be directed to the City Administrator's Office at 262-236-2941, Monday through Friday, 8:00 AM – 4:30 PM



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Office of the City Administrator

PUBLIC WELFARE COMMITTEE

Wednesday, August 10, 2022

5:30 PM

Lower Conference Room

Minutes

1) Call to Order, Roll Call

Present:

Chair Dale Mayr
Alderman Mark Gierl
Alderman Kathleen Schneider

Also Present: Assistant City Administrator Schoenemann, Alderman Bushee, City Attorney Sajdak, Assistant Community Development Director Zader, Public Works Director Lundeen, Executive Assistant Enea, and Charley Hanney

2) Approval of Meeting Minutes

a. July Meeting Minutes

RESULT: **Approved by Voice Acclamation [Unanimous]**

MOVED BY: Alderman Schneider

SECONDED BY: Alderman Gierl

AYES: Mayr, Gierl, Schneider

3) Ordinances

Action requested: review and recommend approval

a. **ORDINANCE 2022-1618** An Ordinance Creating Section 10-26 of the Mequon Municipal Code, Related to Residential Swimming Pools

The Committee and Staff discussed various elements of the ordinance language, including setbacks, ladders, fences, enforcement, supervision, and snow loads. Assistant Community Development Director Zader stated that a lot of communities have different supervision rules. He suggested that having an adult within 10 feet could be an option. Alderwoman Schneider moved to have a 15-year-old required as a supervisor within 10 feet proximity. Alderman Mayr seconded. The amendment was approved by voice acclamation. Alderman Mayr moved to have the pool cover have the ability to hold 2,000 lbs. Alderwoman Schneider seconded. The amendment was approved by voice acclamation.

Attachment: PW Minutes 081022 (7667 : August Meeting Minutes)

RESULT: **Approved with Amendments [Unanimous]**
MOVED BY: Alderman Gierl
SECONDED BY: Alderman Schneider

AYES: Mayr, Gierl, Schneider

4) Discussion Items

a. Composting Plan

Alderman Gierl explained the reasoning behind the Committee's interest in composting to Public Works Director Lundeen. Instead of throwing food into the garbage, compost is a valuable resource that can help the environment. Public Works Director Lundeen expressed concern about the Brush Site becoming a landfill and possible cross-contamination. Also, composting at a large level needs to get to a certain temperature and might require some infrastructure. She will research options and present such at the next meeting.

5) Work Calendar

At the next meeting, composting and electronic meetings will be discussed. Also, No Mow May if time permits.

6) Adjourn

Alderman moved to adjourn at 6:17 P.M. and Alderwoman Schneider seconded.

Respectfully Submitted,

Carrie Enea
Executive Assistant

Attachment: PW Minutes 081022 (7667 : August Meeting Minutes)



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Office of Administration

TO: Public Welfare Committee
FROM: Justin Schoenemann, Assistant City Administrator
DATE: June 23, 2022
SUBJECT: Electronic Participation for Common Council, Planning Commission and Citizen Committee Meetings

Background

At its Committee of the Whole meeting in July, the Common Council affirmed its interest in revising the City's electronic meeting participation ordinances that govern the Common Council, the Planning Commission, and all Citizen committees. The Council approved sending the topic to the Public Welfare Committee for review. Staff has included three attachments to assist in this review. The first attachment is a copy of the July Committee of the Whole memo that provides a brief overview of electronic participation ordinances. The remaining two attachments are copies of the applicable ordinances.

The intent of the review at Public Welfare is to explore additional ordinances amendments beyond what is already allowed. City Staff will be present at the Committee's meeting to walk through a number of discussion points to gather feedback from the Alderpersons in attendance to draft changes to the governing ordinance sections.

Analysis

Electronic meeting participation includes a number of facets that can be considered by the Committee. Below staff has laid out three primary areas of discussion and deliberation.

Fully Electronic Meeting Flexibility

Currently, the ordinances do not allow for fully electronic meetings of citizen committees unless a bona fide disaster is determined by the City or other governing body. The Common Council and Planning Commission requires a quorum to be physically present to hold a meeting unless the meeting is anticipated to be of a perfunctory nature then a fully electronic meeting can be held. The policies governing electronic meetings of the Common Council and Planning Commission can also be suspended by the City of Mequon in the event of a bona disaster. Below are a handful of amendment options the Committee could consider if it wishes to modify existing ordinances.

- Allow the chairs of citizen committees, Common Council, and Planning Commission to have the discretion to call a fully electronic or in-person meeting.
- Afford the flexibility to transition to virtual meetings on shorter notice in the event it is needed in order for a meeting to take place due to the needs of members or for factors such as inclement weather. A 24-hour notice would still be required to maintain compliance with Open Meetings Laws.
- Provide for a set number of fully electronic meeting opportunities or minimum requirement for physical meeting requirements each cycle.

Hybrid Meeting Flexibility

The City's current ordinances afford hybrid meeting flexibility to members of citizen committees, Common Council, and Planning Commission as long as the minimum number of

members are still physically present at a meeting. First, citizen committees must have a majority (50%) of committee members physically in attendance to hold a hybrid meeting. Members of citizen committees may attend hybrid meetings electronically three times a year. Second, the Common Council and Planning Commission both require a quorum to be physically present to hold a hybrid meeting. Members of the Common Council and Planning Commission may attend electronic meetings two times a year. Below are a handful of amendment options if the Committee wishes to make modifications to existing ordinances for hybrid meetings.

- Increase the maximum number of hybrid meeting attendance opportunities for members of the respective bodies that are currently provided by ordinance.
- Have all meetings run in a hybrid setup to allow in-person or virtual participation.
- Provide residents an on request hybrid meeting option.
- Allow consultants and staff to join meetings electronically as needed.

Technology Requirements

Technology resources are at the core of allowing for fully electronic and hybrid meetings. During the COVID-19 pandemic, the City implemented some technology upgrades to support the short-term need for limited hybrid meetings for the Common Council and Planning Commission. Those short-term solutions and new technology should be reconsidered if the Committee chooses to expand electronic meetings.

Technology upgrades would be recommended to improve hybrid meetings functionality and accessibility for citizen committees, as well as Standing Committees. Currently, the only conference room of size that can support hybrid meetings well is the North Conference Room at City Hall. The South Conference Room and Lower-Level Conference Room both do not have dedicated technology resources. Staff would recommend all three conference rooms be equipped with the same technology for ease of use and to allow for more than one hybrid meeting to occur at once. Ideally, all three conference rooms would have a professional-grade TV, advanced web camera, computer, and speaker phone.

The Common Council and Planning Commission are both served by the technology in the Common Council Chambers. The current hybrid meeting solution of two TVs on stands isn't ideal for long-term use and doesn't provide a good user experience. Furthermore, the Chamber's audio system is aged and does not provide quality or consistent sound. Staff would suggest doing away with the two TVs on stands and adding screens at the dais for users to better view electronic participants and presentations. The Chamber's analog audio system should be replaced with a contemporary system that provides better audio quality so online participants can hear all parts of the conversation and eliminate current audio problems. Lastly, the projector and the wiring to the projectors are aged. The projector likely requires replacement, reconfiguration, or repairs to improve picture quality.

Recommendation

Assistant City Administrator Schoenemann will be present to help facilitate a conversation and walk through the three identified topic areas of electronic meetings. Staff will gather the Committee's feedback to bring back further information or a draft ordinance at the Committee's October meeting.

Attachments:

COW Memo from July 2022 (PDF)

CC & PC - Article II - Sec. 2.35 (d) (PDF)

Volunteer Committees - Article IX - Sec. 2.43 (PDF)



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Office of Administration

TO: Committee of the Whole
FROM: Justin Schoenemann, Assistant City Administrator
DATE: June 23, 2022
SUBJECT: Electronic Participation for Common Council, Planning Commission and Citizen Committee Meetings

Background

Alderman Parrish recently inquired about modifying the City's ordinances as it relates to electronic meeting participation at meetings of citizen committees, the Planning Commission, and the Common Council.

In summary, the ordinance that governs citizen committees was established in December 2019. The ordinance allows for a citizen member of a committee to attend a meeting of that committee electronically if the member is physically prevented from attending the meeting by reasons of personal illness or disability, employment-related commitments, attending to business on behalf of the committee, or a family/other emergency. The ordinance provides the ability for members of committees to participate in conversations, vote, and otherwise engage during committee meetings in the same capacity as if they are physically present outside of closed sessions, where no electronic participation is allowed. A majority (50%) of committee members are still required to be physically present to hold a meeting. In order to utilize electronic committee participation, members must notify the City Clerk's Office 24 hours in advance, unless advance notice is impractical due to family or other emergencies. The notice allows the City to document the request, notify the appropriate staff liaison and committee chair, and coordinate any electronic participation resources. Furthermore, the ordinance limits a member's ability to participate electronically to no more than three times a year. A member attending a meeting electronically is not able to continue to participate in the meeting when the committee moves into a closed session. The ordinance also limits members of the Tree Board and the Landmarks Commission from participating electronically when items of monetary value or items that impact property rights are before a committee. This policy can be waived by the City of Mequon in the event of a bona fide disaster, as determined by the City or other governing body.

The Ordinance 2-430 governing citizen committees can be found here: [<https://bit.ly/3a1tBHk>](https://bit.ly/3a1tBHk)

The Common Council and Planning Commission are governed by slightly different ordinance provisions that were established in December of 2021. The ordinance for the City's two main governing bodies states that a quorum of members shall be physically present at a meeting unless a meeting is anticipated to be of a perfunctory nature, such that an entirely virtual or electronic meeting would be more convenient. Any member may not electronically attend more than two meetings in any calendar year. In order to utilize electronic committee participation, members must notify the City Clerk's Office 24 hours in advance, unless advance notice is impractical due to family or other emergencies. The notice allows the City to document the request, notify the Mayor, verify that a quorum is still physically present, and coordinate any electronic participation resources. It should be noted that members are allowed to participate electronically in a closed session, as long as a video connection can establish the lack of presence of third parties with the member, which would be detrimental to the purposes of utilizing a closed session.

Lastly, the ordinance includes a provision that the electronic meeting ordinance can be waived by the City or other governing body, in the event of an emergency or disaster situation.

The Ordinance 2.35 (d) governing the Common Council and Planning Commission can be found here: <https://bit.ly/3QYLDuA>

Analysis

Alderman Parrish shared some potential ordinance considerations a subcommittee could review, such as allowing virtual members to count towards quorum, allowing for virtual participation by staff and residents at meetings, and allowing for flexibility to transition to virtual meetings on shorter notice in the event it is needed in order for a meeting to take place.

Recommendation

If there is interest from the Council to explore additional ordinances amendments beyond what is already allowed, or any other changes to electronic meeting attendance that are not presently reflected in the Mequon Municipal Code, City staff recommends a motion to refer this matter to the Public Welfare Committee for further discussion and consideration.

Sec. 2-35. Place; quorum; adjournment.

- (a) *Place of meetings.* All common council meetings, whether regular, special or organizational, and all committee of the whole, standing committee and utility board committee meetings, shall be held in city hall. Notwithstanding the foregoing:
- (1) A meeting held jointly with one or more bodies that govern other political entities may be held outside of city hall provided that public notice is given at least seven days in advance of such meeting.
 - (2) All or part of a meeting may be held at another location if, in the mayor's opinion, such location might assist the common council in its deliberations.
 - (3) The common council may by majority vote at a prior meeting agree to hold a meeting at another location.
 - (4) The interest in an agenda item is of significant interest to the community such that city hall will be unable to accommodate the anticipated attendance from members of the public.
 - (5) The topic(s) of the meeting are anticipated to be of a perfunctory nature such that a fully virtual or electronic meeting would be more convenient for the attendees of the meeting.
 - (6) A temporary location of government is authorized under Wis. Stat. § 323.52(1) during a state of emergency.
- (b) *Quorum.* No action shall be taken unless a quorum is present. A quorum shall consist of the six aldermen or, if there is one or more vacancies, two-thirds of all aldermen then holding office. The mayor or the majority of aldermen present may compel the attendance of absent members in order to obtain a quorum. Otherwise, the common council shall adjourn for failure to obtain a quorum. The mayor shall not be counted in determining whether a quorum is present. To the extent a regular meeting cannot be held due to the lack of a quorum, any meeting called to replace the missed meeting shall constitute a regular meeting.
- (c) *Adjournments.* The common council may, by a majority vote of the aldermen present, adjourn from time to time to a specific date and time.
- (d) *Electronic attendance.* The mayor and aldermen shall attend meetings of the common council in person except for a fully virtual or electronic meeting under subsection (a)(5) or as follows:
- (1) *Individual requests.* Provided that a quorum of members is physically present at a meeting of the common council, the mayor or any alderman is qualified to attend such meeting electronically.
 - a. Any member of the common council may not electronically attend more than two meetings of the common council in any calendar year.
 - b. Procedure for electronic attendance.
 1. Notice to the city clerk. The member must notify the city clerk in writing at least 24 hours prior to the meeting in which the member desires to attend electronically unless advance notice is impractical due to family or other emergency. If the member is unable to give the required written notice prior to the meeting, the member shall notify the clerk by other means prior to the meeting and shall submit the required written notice as soon as practicable.
 2. Determination of authorization of electronic attendance. Upon receipt of the notice, the clerk shall promptly forward the notice to the mayor or, in the case of a notice by the mayor, the common council president. After establishing that a quorum of the common council is physically present at the meeting at which a member has requested to attend electronically, the presiding officer shall state that (i) a notice was received by a member of

the common council in accordance with this policy, and (ii) the member will be deemed authorized to attend the meeting electronically unless a motion objecting to the member's electronic attendance is adopted by two-thirds of the members of the council physically present at the meeting. If no such motion is adopted, then the request by the member to attend the meeting electronically shall be deemed approved and the presiding officer shall declare the requesting member present. After such a declaration by the presiding officer, the question of a member's electronic attendance may not be reconsidered.

- (2) Effect of electronic attendance. A member attending a meeting of the common council electronically shall be considered present at the meeting and shall be entitled to vote on any matter before the council as if the member were physically present at the meeting.
- (3) The following provisions shall supplement all other applicable rules and procedures identified in this article II, and are applicable for any meeting of the common council at which a member has been authorized to attend electronically. In the event of a conflict between rules, the provisions below shall control.
 - a. Identification and recognition of electronic attendees. Members attending electronically must identify themselves each time the member wishes to speak and must be recognized by the presiding officer prior to addressing the council.
 - b. Public access to meeting. The speech of a member attending electronically shall be amplified in such a manner that it is generally audible to members of the council and the public who are physically present at the meeting. Any video image of a member attending electronically shall be projected in such a manner that the member's video image is generally visible and audible to members of the council and the public who are physically present at the meeting. Votes of any member attending electronically shall be audible and expressly acknowledged by the presiding officer.
 - c. Minutes. The minutes for the meeting shall identify which members of the common council attended electronically and the means by which the member attended the meeting.
 - d. Announcements of attendance; quorum calls. Any member attending a meeting of the common council electronically shall announce their arrival at the first opportunity to do so without interrupting a speaker. If any such member needs to depart the meeting prior to adjournment they shall announce their departure without interrupting a speaker. Any member of the common council attending the meeting in person may request a quorum call at any time to ensure a quorum is in attendance.
 - e. Technical malfunctions. Each member is responsible for their electronic connection to any meeting of the common council that they attend electronically, and they attend electronically at their own risk. No action shall be invalidated on the grounds that any member attending electronically loses or otherwise has a poor connection to the meeting. The presiding officer may order the disconnection or muting of a member's electronic connection to the meeting if it is causing undue interference with the orderly proceedings of the meeting. The decision to so disconnect or mute a member's connection shall be announced during the meeting and may be overturned by a vote of two-thirds of the members physically present. The minutes shall reflect the action taken.
 - f. Closed session exclusion. A member attending a meeting of the common council electronically shall not be able to continue to participate in the meeting when it moves into closed session unless the member is attending via a video connection and can establish the lack of presence of third parties with the member which would be detrimental to the purposes of utilizing a closed session. In the event that such member is unable to satisfy this requirement, the council shall convene as a committee of the whole to comply with the requirements of Wis. Stat. § 19.89.

Created: 2022-04-15 11:08:15 [EST]

(Supp. No. 50)

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- (4) Emergency and disaster situations. The provisions of this ordinance can be waived by the City of Mequon in the event of a bona fide disaster, as determined by the city or other governing body, such as the county, state, federal government.

(Ord. No. 2021-1597, § I, 9-14-2021; Ord. No. 2021-1610, § I(Exh. A), 12-14-2021)

Editor's note(s)—Ord. No. 2021-1610, § I(Exh. A), adopted Dec. 14, 2021, set out provisions intended for use as § 2-19; however, said provisions have been redesignated as § 2-35(a)(4)—(6) and (d), at the direction of the city.

Sec. 2-430. Electronic meeting attendance.

- (a) *Electronic meeting attendance authorized.* Except as may otherwise be provided in this article IX, electronic meeting attendance may be allowed for any committee consisting of citizen members in accordance with the provisions of this section.
- (b) *Citizen member qualifications for electronic attendance.*
 - (1) A citizen member of a committee is qualified to attend a meeting of that committee electronically only if the member is physically prevented from attending the meeting by reasons of personal illness or disability, employment-related commitments, attending to business on behalf of the committee, or a family or other emergency.
 - (2) A member of a committee can attend meetings electronically up to three times a year.
- (c) *Procedure for authorizing electronic attendance of a member of a committee.*
 - (1) *Notice to the city clerk.* The member must notify the City Clerk in writing at least 24 hours prior to the meeting in which the member desires to attend electronically unless advance notice is impractical due to family or other emergency. The notice shall be submitted in writing and shall identify the reason the member cannot be physically present at the meeting in accordance with section 2-430(c)2. If the member is unable to give the required written notice prior to the meeting, the member shall notify the clerk by other means prior to the meeting and shall submit the required written notice as soon as practicable.
- (d) *Determination of authorization of electronic attendance.* Upon receipt of the notice, the clerk shall promptly forward the notice to the chair of the committee and primary staff liaison. After establishing that a majority of the committee is physically present at the meeting at which a member has requested to attend electronically, the chair shall state that (i) a notice was received by a member of the committee in accordance with this policy, and (ii) the member will be deemed authorized to attend the meeting electronically unless a motion objecting to the member's electronic attendance is adopted by two-thirds of the members of the committee physically present at the meeting. If no such motion is adopted, then the request by the member to attend the meeting electronically shall be deemed approved by the committee and the chair shall declare the requesting member present. After such a declaration by the chair, the question of a member's electronic attendance may not be reconsidered. The following provisions shall supplement all other applicable rules and procedures identified in this article IX, and are applicable for any meeting of a committee at which a member has been authorized to attend electronically. In the event of a conflict between rules, the provisions below shall control.
 - (1) *Roll call and quorum.* A majority of the committee must be physically present at the meeting. Following the call of the roll, and at the conclusion of the procedures set forth in section 2-430(c), the chair shall identify each member who is attending the meeting electronically.
 - (2) *Identification and recognition of electronic attendees.* Members attending electronically must identify themselves each time the member wishes to speak and must be recognized by the chair prior to addressing the committee.
 - (3) *Public access to meeting.* The speech of a member attending electronically shall be amplified in such a manner that it is generally audible to citizen members of the committee and the public who are physically present at the meeting. Any video image of a member attending electronically shall be projected in such a manner that the member's video image is generally visible and audible to citizen members of the committee and the public who are physically present at the meeting. Votes of any member of the committee attending electronically shall be audible and expressly acknowledged by the chair.

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- (4) *Minutes.* The minutes of each meeting of a committee shall identify which citizen members of the committee attended electronically. The minutes shall also reflect the reason for a member's attendance electronically and the means by which the member attended the meeting.
- (e) *Effect of electronic attendance.* A member attending a meeting of a committee electronically shall be considered present at the meeting, count towards the quorum requirement established in section 2-425, and entitled to vote on any matter before the committee as if the member were physically present at the meeting.
- (f) *Closed session exclusion.* A member attending a meeting electronically shall not be able to continue to participate in the meeting when the committee moves into closed session.
- (g) *Emergency and disaster situations.* The restrictions of this policy can be waived by the City of Mequon in the event of a bona fide disaster, as determined by the city or other governing body, such as the county, state, federal government.

(Ord. No. 2019-1554, § II, 12-10-2019)



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Office of Engineering

TO: Public Welfare Committee
FROM: Kristen Lundeen, Director of Public Works/City Engineer
DATE: September 13, 2022
SUBJECT: Community Composting

The Public Welfare Committee requested information on community food composting. Specifically, on the potential for the City to host a communal location where residents can deposit food scraps and subsequently the City contract for food scrap composting services. City staff reached out to both adjacent municipalities and food composting contractors, to understand the options.

WDNR

First, City staff reached out to the WDNR. The City of Mequon holds a permit for the operations at the brush site to collect material for yard waste composting. WDNR staff indicated that providing a community site/container with contracted food composting services would not require a permit. WDNR staff also clarified that the City's current permit for composting yard waste does not allow for composting food waste.

WASTE HAULERS

City staff also reached out to the permitted waste haulers providing residential curbside composting services.

Compost Crusader

Staff from Compost Crusader offered the following:

I know that publicly accessible drop offs can be a challenge as far as communicating what constitutes contamination. Maybe having one site at first and posting about common contamination with signage would be a good start. If this does not mitigate contamination, we could do a locked bin setup where residents opt in to getting keys so that you can email everyone when contamination is found.

I think Compost Crusader would be interested in giving a quote for this. However, we are fairly backed up at the moment and it may take several weeks to get this to you. Thank you for your interest!

Curby's Compost Service

Staff from Curby's Compost Service initially offered the following:

Curby's Compost Service may be interested in this. We are a vermicomposting operation so our processing activities are different from windrow composting services such as Compost Crusaders and Waste Not. We load the food waste into a shredding operation rather than dump into an open field. We would have some concerns regarding the container type. Would it be possible for us to have some say in the container type or provide the containers?

We use vermicomposting for our operations because we can operate in a small urban location without any of the environmental impacts that a windrow composter may have. Our processing operations are completed indoors so we can accept food waste all year. Depending on the demand, Curby's could even open a processing facility in Mequon where the food waste could be collected. Our processing facility is extremely clean and odor free.

Our goal is to have a processing facility in every zip code. We are able to do this because we have developed a highly effective composting process with minimal financial burden.

Please feel free to contact me if you or the committee would like a tour of our Port Washington facility. I would be happy to arrange that.

City staff indicated that if a partnership were to be established, it would be possible for Curby's to have some say/provide the containers. However, City staff questioned whether the goal/thought of a processing center may be an even better option for Mequon and inquired as to how staff can help determine whether Mequon would be a good location for a 53092 processing facility. Curby's staff responded with the following:

The benefit of the processing center is that it would be a user-friendly clean space, eliminating any concerns for odors, pests or rodents. It also creates a waste management system that is hyperlocal and neighborhood friendly, reducing the number of big trucks on your streets. Our byproducts have a high market value, so this allows for a lower burden of entry into a community.

The most important thing that we would need is a space to operate in. We have a lot of flexibility on the space requirements especially in the beginning of the project. We can operate in as little as a 900 sq foot space. Our Port Washington facility is only 2600 sq ft and that is a fully operating processing center. Our base requirements would be that the space must be heated (We can allow the temperatures to drop as low as 40-45 degrees in the winter without any issues) and we would need access to water. Windows are helpful for natural ventilation.

We have been having some lofty discussions on how to handle the exchange with the user. We are an engineering-based company, so we are open to ideas or thinking outside the box. I also can be available for a future meeting with the committee.

Curby's staff also indicated that they would be willing to attend a future meeting to discuss with the Committee. One of the staff members is even a Mequon resident.

MUNICIPAL EXPERIENCE

City staff was unable to identify other municipalities that provide this service, and most recommended residential curbside composting contractors, which is already available to Mequon residents. The Village of Shorewood, who also provides waste hauling and recycling services for the village, provides a subsidy to residents who contract for residential curbside food scrap composting. They briefly explored a drop off site but it became apparent that they did not have a suitable location.

The following information came from staff at the City of Franklin:

It sounds like what you are proposing is a “drop off” compost collection point as a transfer station, correct? This is a popular solution for municipalities that don’t have the capacity or desire to do a curbside residential organics program. There are examples throughout the country. I recommend the Institute for Local Self Reliance for resources related to composting at every scale (backyard to industrial) and how to integrate these scales to create an efficient solution for each community. This is their “policy library:” [<https://ilsr.org/composting-rules-library/>](https://ilsr.org/composting-rules-library/).

I operate a drop off community compost sites in Milwaukee as a volunteer with Kompost Kids where we do the composting in-situ. If you want to do the composting yourself, I would want to know your volume of total MSW which would guide what I would suggest for options to do that. Otherwise, you will want to identify a partner to accept the material for processing as a first step.

A few comments in response to this discussion as well.

- Contamination is less of an issue with self-selecting participants. The main contamination at my sites are compostable plastics, which we cannot process. Opt-in curbside programs tend to have greater issues with contamination but education usually resolves this. I haven’t reviewed mandatory programs; these often have a secondary sort.
- Food waste is already part of MSW. If you have an issue with pests in your facilities, organics separation won’t necessarily change this. Separated organics can be easier to protect, but also tend to direct the pests towards themselves. The most common problems are seasonal smells and maggots (and freezing). Mammals are also a problem but correct handling and good design of the facility helps mitigate this. A common recommendation to help with pests is to accept yard waste and food waste in the same containers.
- Biogas reactors require a grinder to produce an appropriate fuel. The spent substrate must still be composted. They’re a good option if you have an outlet for the resulting fuel like energy generation or a biogas vehicle fleet.

NEXT STEPS

After reviewing the information, the Public Welfare Committee can determine whether this subject warrants further discussion and direct staff on how to move forward.



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Office of Administration

TO: Public Welfare Committee
FROM: Justin Schoenemann, Assistant City Administrator
DATE: May 4, 2022
SUBJECT: Work Calendar

Meeting Topics

August

- Resident Swimming Pool Safety Covers (Continued)
- Composting Plan (Continued)

September

- Composting Plan (Continued)
- Electronic Meetings Ordinance

September

- Composting Plan (Continued)
- Electronic Meetings Ordinance

Future Agenda Topics

- No Mow May
- Nuisance Ordinance Review
- Architectural Board Review (Continued)
- Chapter II, Article IV Review (Continued)
- Adopt-A-Median Program
- Community Outreach Initiatives
- Logo Redesign/Branding
- Home Irrigation Systems (Fall 22)

2022 Completed Items

- Resident Swimming Pool Safety Covers (Continued)
- Aldermanic Special Election Ordinance
- Aldermanic Wards Modifications
- Bee City Designation
- Architectural Board Membership
- Electronic Meetings Ordinance
- Polling Sites
- Burn Ordinance