

**OPEN SESSION MINUTES
WINNEBAGO COUNTY BOARD OF SUPERVISORS
SOLID WASTE MANAGEMENT BOARD**

DATE: May 19, 2010

TIME: 9:00 a.m.

LOCATION: Sunnyview Landfill
100 W. County Road Y
Oshkosh, WI

PRESENT: Pat O'Brien, Chairman
Ken Robl, Vice Chairman
Paul Eisen, Secretary
Pat Brennand
Mike Easker
Jerry Finch
Roger Jaeger
Gerald Konrad
David Albrecht (9:11 a.m. – 10:10 a.m.)

ALSO PRESENT: John Rabe, Director of Solid Waste
Adrienna Kumbier, Solid Waste Secretary
John Fink, County Executive Assistant
Kurt Pernsteiner, Financial Analyst (9:00 a.m. – 9:45 a.m.)

1. Call to Order: P. O'Brien called the meeting to order at 9:00 a.m.
2. Approve Agenda: Motion to approve the May 19, 2010 agenda, made by J. Finch and seconded by G. Konrad. Motion carried 8-0.
3. Public Comments on Agenda Items: None.
4. Approval of Minutes – May 5, 2010 Open Session: Motion to approve the May 5, 2010 open session minutes made by J. Finch and seconded by G. Konrad. Motion carried 8-0.
5. Discussion – 2011 Budget Schedule: J. Rabe informed the Solid Waste Management Board (SWMB) that the 2011 Budget process started (internally) on May 18, 2010. J. Rabe stated that he would like staff to work through the detailed budget items and present the 2011 Budget to the SWMB as follows:
 - July 21, 2010 SWMB Meeting – Staff to present final draft budget using the County Board document format (SWMB will receive draft documents prior to meeting). SWMB can ask any questions and review 2011 Budget in as much detail as necessary. Suggestions/requests to 2011 Budget will be addressed.

- August 4, 2010 SWMB Meeting – Staff to present any revisions recommended by the SWMB from the July 21, 2010 meeting, and request SWMB approval of the final 2011 Budget.
- August 18, 2010 SWMB Meeting – Available to discuss any remaining budget items and will still allow staff enough time to present the final 2011 Budget to the County Executive on or about August 30, 2010.

P. O'Brien suggested that the agenda for the July 21, 2010 meeting should be very light and only have non-budget items if something needs the SWMB's approval.

6. Discussion – 2009 Financial Reports: K. Pernsteiner presented the 2009 Statement of Revenue and Expenses (Final Audited) to the SWMB as follows:

	2008	2009
Operating Revenues		
Landfill Fees	\$10,795,048	\$11,678,488
Power Sales	1,653,668	2,043,466
Sales of By-Products	319,055	269,421
Total Operating Revenues	\$12,767,771	\$13,991,375
Operating Expenses		
Salaries and Wages	\$ 1,107,734	\$ 1,088,076
Employee Benefits	449,411	414,593
Supplies	324,882	211,411
Contractual Services	1,767,880	2,392,876
Other Operating Expenses	1,976,419	617,159
Utilities	374,123	378,169
Insurance	110,125	82,123
Depreciation and Amortization	5,774,353	3,988,026
Indirect Costs	84,485	83,352
DNR Recycling Fees	1,261,554	2,396,442
DNR State Special Charge Fees	986,094	1,862,440
Landfill/Recycling License	5,638	22,944
General & Administrative	78,773	88,366
Total Operating Expenses	\$14,301,471	\$13,625,977
Non-Operating Revenues (Expenses)		
Rental Income	\$ 20,351	\$ 24,250
Interest Income	2,103,522	666,254
Interest Expense	(18,881)	(8,923)
Miscellaneous	284,043	37,845
Total Non-Operating Revenues	\$ 2,389,065	\$ 719,426
Net Surplus (Deficit)	\$ 855,365	\$ 1,084,824
Net Assets, January 1	\$24,295,583	\$25,150,948
Net Assets, December 31	\$25,150,948	\$26,235,772

K. Pernsteiner reviewed the major changes between 2008 and 2009 with the SWMB.

Discussion ensued amongst the SWMB.

K. Pernsteiner presented the SWMB with the 2009 Balance Sheet (Final Audited) as follows:

	2008	2009
Assets		
Current Assets		
Cash and Investments	\$17,043,934	\$20,776,768
Other Receivables	2,326,173	3,671,494
Inventories and Prepayments	197,292	720,666
Total Current Assets	<u>\$19,567,399</u>	<u>\$25,168,928</u>
Restricted Assets		
Cash and Investments	\$21,046,236	\$18,533,097
Property and Equipment		
Net Property and Equipment	<u>\$10,359,563</u>	<u>\$ 9,076,183</u>
Total Assets	<u>\$50,973,198</u>	<u>\$52,778,208</u>
Liabilities and Fund Equity		
Current Liabilities (Payable from Current Assets)		
Total Current Liabilities	\$ 3,375,132	\$ 4,638,206
Long-Term Liabilities		
General Obligation Bonds Payable	\$ 124,230	\$ 117,589
Other Long-Term Liabilities	22,322,888	21,786,641
Total Long-Term Liabilities	<u>22,447,118</u>	<u>21,904,230</u>
Total Liabilities	<u>\$25,822,250</u>	<u>\$26,542,436</u>
Fund Equity		
Investment in Capital Assets	\$10,001,339	\$ 9,076,184
Reserved for Solid Waste	15,149,609	17,159,588
Total Fund Equity	<u>\$25,150,948</u>	<u>\$26,235,772</u>
Total Liabilities and Fund Equity	<u>\$50,973,198</u>	<u>\$52,778,208</u>

K. Pernsteiner reviewed the major changes between 2008 and 2009 with the SWMB.

K. Pernsteiner presented the SWMB with the 2009 Retained Earnings Reservation (Final Audited) as follows:

Description	Fund Goal Authorized By SWMB	
	2008	2009
Designated Emergency Funds:		
Regulatory Compliance	1,000,000	1,000,000
Remediation	3,000,000	3,000,000
Litigation	200,000	200,000
Interim Construction	400,000	-
Operational	100,000	100,000
Capital Outlay	500,000	300,000
Rate Stabilization – Trash	1,800,000	1,800,000

Rate Stabilization – Recycling	-	400,000
Surplus for Future Transportation	-	2,000,000
Research & Development Planning	400,000	200,000
Snell Road Landfill LTC >20 years	3,600,000	3,600,000
Sunnyview Landfill LTC >40 years	1,400,000	1,400,000
Snell Road Landfill Preventive Maintenance	1,000,000	1,000,000
Sunnyview Landfill Preventive Maintenance	1,000,000	1,000,000
Total Reserved	14,400,000	16,000,000
Balance	\$15,149,609	\$17,159,588
Reserved	14,400,000	16,000,000
Current Overfunded	\$ 749,609	\$ 1,159,588

Discussion ensued amongst the SWMB.

K. Pernsteiner presented the SWMB with the 2009 Restricted Investments Summary (Final Audited) as follows:

	2008	2009
WDNR Escrow Account		
Sunnyview – Landfill Closure	\$ 5,514,759	\$ 5,831,506
Sunnyview – Landfill Long Term Care	6,238,766	6,581,649
Snell Road – Landfill Long Term Care	3,116,871	2,689,029
Total Restricted Investments	\$14,870,396	\$15,102,184

The SWMB was provided with copies of the 2009 financial report documents.

7. Discussion – Landfill Gas Project Updates: J. Rabe updated the SWMB on the landfill gas projects as follows:

- Engine/Generator # 5
 - Project is substantially complete – only holding retainage on current contract amount.
 - Final inspection will take place once engine/generators #4 and #5 are operational (when compressor installation complete).
 - Meeting with Inland was held on May 12, 2010 to address engine/generator #4 and #5 heat exchanger issues discovered during start-up/testing.
 - Inland will install replacement coolant temperature control equipment on engine/generator #4 and #5 to avoid damage to heat exchangers if the intermediate coolant loop pump shuts down (must be kept circulating).
 - Mechanical Technologies Inc. (MTI) is providing a quote for a second intermediate coolant loop pump (backup/redundant system for primary pump problems/maintenance). This will be addressed with the SWMB as a Change Order.
 - Air emissions stack testing to be performed during week of June 7, 2010.

- Engine/Generator #4
 - Inland and SWMB staff completed crankshaft thrust washer repairs on May 12, 2010.
 - Engine is ready to restart when compressor installation complete.
- Compressor System
 - Shutdown began at 6:00 a.m. on Monday, May 10, 2010. The flare was operational again at 6:45 p.m. and no significant odors were reported.
 - We have been flaring all the gas from both sites since May 10, 2010 (all five engines remain shut-down).
 - Compressor system installation should be completed by Friday, May 21, 2010 and start-up/testing will begin.
 - Engine/generators will be restarted once system start-up/testing is complete.
 - August Winter (AW) will earn \$3,000/day as incentive for completing early (less than 30 days, which could potentially be more than \$50,000).
 - The final cost figures will be presented to the SWMB at the June 2, 2010 meeting.

J. Rabe informed the SWMB that AW performed a great deal of preparation work before the shut-down which helped the compressor system installation go very well.

Discussion ensued amongst the SWMB.

8. Discussion – Biosolids Storage Facility Update: J. Rabe updated the SWMB on the biosolids storage facility as follows:
- Provided Neenah/Menasha Sewerage Commission (NMSC) with a tipping fee for disposal of biosolids (a 3rd option being considered). The tipping fee provided was the rebate rate that the City of Oshkosh (Oshkosh) is being charged. Tipping fee includes the \$13/ton WDNR surcharge fee.
 - NMSC will be presented with the three (3) options at their May 27, 2010 meeting:
 - Snell Road location for biosolids storage
 - Private location for biosolids storage
 - Landfill disposal of biosolids
 - NMSC looking for SWMB annual lease cost for siting a biosolids storage building and allowing operations at Snell Road site.
 - Citizen inquires continue and Oshkosh and NMSC responded to Kathy Glander (Vinland Road resident) on May 10, 2010. Copy of the letter was provided to the SWMB.
 - SWMB will have to consider whether further discussion of this project is warranted.

Discussion ensued amongst the SWMB.

9. Discussion/Action – EPA Coal Combustion Residuals Draft Rule: J. Rabe informed the SWMB on the EPA coal combustion residuals draft rule as follows:

- EPA issued two (2) draft proposals to regulate Coal Combustion Residuals (CCR) – Subtitle C (hazardous waste) and Subtitle D (solid waste).
- In the past, CCR has been managed/disposed in various ways from surface impoundments, to landfills and a variety of beneficial reuses (concrete additive, road base fills, mine reclamation fill, etc.).
- Draft rule potential impacts to SWMB include: past/future disposal of CCR, past/future beneficial reuse of CCR and changes to financial assurance requirements.
- EPA accepting public comments – 90-day period.
- Recommend that SWMB begin working on a detailed comments submittal addressing these items and submit to EPA by August 1, 2010.
- WCSWMA/SWANA is working to formulate comments for EPA submittal.

P. O'Brien suggested that Brown, Outagamie and Winnebago Counties (BOW) compile their comments and submit together.

J. Rabe will continue to keep the SWMB updated as more information becomes available.

10. Future Agenda Items: None.

11. Set Next Meeting Date: The next meeting date will be June 2, 2010 at 9:00 a.m.

12. Adjournment: Motion to adjourn made by P. Brennan and seconded by J. Finch. Motion carried 9-0. Meeting was adjourned at 10:10 a.m.

Respectfully Submitted,

Adrienna Kumbier
Solid Waste Secretary

Approved by SWMB – June 2, 2010