

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

DATE: July 7, 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
Jerry Finch
Gerald Konrad
Mike Easker (9:01 a.m. – 9:46 a.m.)

EXCUSED: David Albrecht

ALSO PRESENT: John Rabe, Director of Solid Waste
Adrienna Kumbier, Solid Waste Secretary
Jennifer Semrau, Recycling Specialist (9:01 a.m. – 9:46 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 July 7, 2010 agenda, made by P. Brennand and seconded by J. Finch. Motion carried 6-0.
3. Public Comments on Agenda Items: None.
4. Approval of Minutes – June 16, 2010 Open Session: Motion to approve the June 16, 2010 open session minutes made by J. Finch and seconded by P. Brennand. Motion carried 6-0.
5. Discussion – Resignation of Roger Jaeger from Solid Waste Management Board: J. Rabe informed the Solid Waste Management Board (SWMB) that on Friday, June 18, 2010 D. Albrecht notified him that Roger Jaeger submitted his letter of immediate resignation from all Winnebago County (WC) boards/committees. J. Rabe stated that a replacement from western WC has yet to be determined.
6. Discussion – Industrial Development Board Loan Program Update: J. Rabe informed the SWMB that on June 15, 2010 the County Board authorized funding to allow the Industrial Development Board (IDB) to pay off the SWMB for the \$1.3 million City of Menasha loan. In August 2010 (when the original loan is due) the Finance Department will make a journal entry transferring the

money owed to the SWMB. This action will formally end the SWMB's participation in the IDB loan program.

Discussion ensued amongst the SWMB.

7. Discussion – 2010 SWANA Gold Recycling Excellence Award, Tri-County Single Stream Recycling Facility: J. Rabe informed the SWMB that in April 2010 Outagamie County (OC) submitted a 24-page detailed application for the 2010 SWANA Recycling Excellence Award on behalf of the Tri-County Single Stream Recycling Facility. OC received notification in late June 2010 that the facility had received the Gold award. The award will be presented at the WASTECON 2010 Conference in Boston, MA on Sunday, August 15, 2010.

Discussion ensued amongst the SWMB regarding Tri-County representation to receive the award.

8. Discussion/Action – 2011 Regional Clean Sweep Grant Program Update: J. Semrau updated the SWMB on the 2011 Regional Clean Sweep Grant Program as follows:

- WC intends to work with Calumet and Outagamie Counties again for 8th consecutive Regional Clean Sweep.
- Counties have alternated grant writing/administrative responsibilities (Calumet County [CC] in 2009, WC in 2010, OC in 2011) and share other responsibilities successfully.
- The grant process from the Department of Agriculture, Trade and Consumer Protection for 2011 grants has changed from previous years, using a 'point' system exclusively; as such Counties can calculate their likely number of points in the application process.
- The Counties will not be able to benefit from a strong narrative with this new system and are striving therefore to maximize the number of points awarded the application.
- The Counties can earn additional points by increasing the number of collection locations included in the Clean Sweep (from 2 to 4).
- In addition to the City of Appleton Municipal Building and the Town of Menasha Fire Station, the Counties are proposing adding sites in Seymour (OC) and Clayton (WC).
- Adding sites increases the expense of the program, and the Counties intend to seek a larger grant in 2011 of \$20,000.
- Increasing the grant also increases the amount of cash match of the Counties.
- In 2010, the Counties sought a \$15,000 grant with a \$15,000 cash match (\$5,000 from each County pledged).
- In 2011, seeking \$20,000 grant, the cash match sought would increase to \$20,000 (\$5,000 from CC, \$7,500 from OC and \$7,500 from WC).
- The additional pledges from OC and WC stem from the additional sites being located in the respective Counties.
- Dollar amounts provided are for application purposes only. Actual funds expended are based on the percentage of County population participating in the Clean Sweep and contribution of local expense match. For instance, for the 2010 Clean Sweep, WC

- pledged \$5,000 but expended only \$2,612.81 (including value of local expense match items, like promotion and trash dumpsters).
- The Town of Clayton is very interested in becoming a partner in this event, with the Town Board authorizing its inclusion in the 2011 Clean Sweep at their May meeting; yesterday J. Semrau discussed with Susan Nester-Huebner, Clerk the idea of Clayton providing a location in the Town and they are interested and willing.
 - Potential WC increase will be included in the 2011 874 Hazardous Waste Budget.

P. Eisen asked why the City of Oshkosh or the southern townships in WC weren't selected as one of the additional locations. J. Semrau explained that the household hazardous waste facility is located in Oshkosh and those residents have existing convenient access to hazardous material disposal. By offering locations in northern parts of WC, it gives those residents better service and access. In addition, the focus of this Clean Sweep has been the greater Fox Valley where the three Counties border.

9. Discussion/Action – Consider Authorization of Change Order No 1 for Phase III Transfer Station Modification Project: J. Semrau updated the SWMB on the Phase III Transfer Station Modification project as follows:

- In May 2010, the SWMB awarded Phase III Transfer Station Modifications Project (SW05-10) to Miron Construction Co., Inc. (Miron) for \$283,900 (low bid, lump sum).
- Phase III includes constructing several new concrete push walls to maximize storage capacity for recyclables and trash in the Transfer Station.
- Project construction started on Wednesday, June 9, 2010 after building permit received from the City of Oshkosh; contract times were extended by 8 days (substantial completion by Friday, September 24, 2010).
- While excavating for the footings for one of these push walls, a pit not identified on building drawings was discovered.
- To maintain the construction schedule, authorization was given to remove the concrete pit as necessary to facilitate placement of the push wall.
- Miron's subcontractor Baumhardt Sand and Gravel (who excavated the other pit identified in Phase III project) completed the work on Tuesday, July 6, 2010 at a cost of \$11,896.
- In addition, a catch basin that was not indicated on the construction drawings was discovered in late June 2010.
- This catch basin and associated piping will need to be removed and relocated to allow for placement of a push wall.
- While subcontractor EGI Mechanical first viewed the existing catch basin and proposed routing on Tuesday, July 6, 2010 and therefore could not provide a cost estimate for today's meeting; Foth and Miron estimate the work at approximately \$5,000.
- Request authorization for Change Order 1 for Phase III Transfer Station Modifications Project (SW05-10) in an amount not to exceed \$17,000 for above summarized work.

Discussion ensued amongst the SWMB.

Motion to authorize Change Order No 1 for Phase III Transfer Station Modification Project (SW05-10) in the amount not to exceed \$17,000 made by M. Easker and seconded by P. Brennand. Motion carried 7-0.

10. Discussion/Action – Operational Cash Flow Analysis: Not discussed by SWMB.
11. Future Agenda Items: None.
12. Set Next Meeting Date: The next meeting date will be July 21, 2010 at 9:00 a.m.
13. Adjournment: Motion to adjourn made by J. Finch and seconded by P. Brennand. Motion carried 7-0. Meeting was adjourned at 9:46 a.m.

Respectfully Submitted,

Adrienna Kumbier
Solid Waste Secretary

Approved by SWMB – July 21, 2010