

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

DATE: April 3, 2013

TIME: 9:01 a.m.

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

PRESENT: Pat O'Brien, Chairman
Ken Robl, Vice Chairman
Paul Eisen, Secretary
David Albrecht
Pat Brennand
Mike Easker
Jerry Finch
Doug Nelson

EXCUSED: Gerry Konrad

ALSO PRESENT: John Rabe, Director of Solid Waste
Jennifer Semrau, Recycling Specialist
Kurt Pernsteiner, Facility Manager
Kathy Hutter, Confidential Secretary
John Fink, County Executive Assistant
Stephani Rickard, UW-Oshkosh Student

1. Call to Order: P. O'Brien called the meeting to order at 9:01 a.m.
2. Approve Agenda: Motion to approve the April 3, 2013 agenda, made by J. Finch and seconded by P. Brennand. Motion carried 8-0.
3. Public Comments on Agenda Items: None.
4. Announcement/Communications: J. Rabe introduced K. Hutter as the new Confidential Secretary in the Solid Waste Department. K. Hutter came from the Sheriff's Department 911 Dispatch Center and her start date was March 25, 2013.
5. Approval of Minutes –March 20, 2013 Open Session: Motion to approve the March 20, 2013 open session minutes made by J. Finch and seconded by P. Brennand. Motion carried 8-0.
6. Discussion – Notification of Annual RUG Financial and Informational Meeting: J. Semrau informed the Solid Waste Management Board (SWMB) that the upcoming Annual RUG Financial

and Informational meeting will be held at 9:00 a.m. on Thursday, April 25, 2013 at the J.P. Coughlin Center, Meeting Room B in Oshkosh. J. Semrau advised no business will be conducted at this meeting but SWMB members are encouraged to attend. Topics of discussion will include: prior year report on recycling financials, transfer station operations, commodity markets, single stream recycling, recycling consolidation grant, and legislative issues. Guest speaker will be Jennie Easterly, Waste Management Specialist with the Wisconsin DNR who will present on the topic of Universal Waste.

7. Discussion – 2013 Clean Sweep Report: J. Semrau summarized the upcoming 2013 Clean Sweep events and funding as follows:
- Prior to 2011, Winnebago County (WC) applied for a Department of Agriculture, Trade and Consumer Protection (DATCP) Clean Sweep grant with Calumet and Outagamie Counties.
 - In 2011, the application ‘point’ process led us to join Manitowoc, Fond du Lac and Sheboygan Counties and submit a six-County grant application for the 2012 season. The application was successful in securing funding, but received less than was requested which is usually the case.
 - The Fox Valley Clean Sweep (Calumet, Outagamie, Winnebago [COW]) in 2012 was successful in collecting over 25,000 pounds of hazardous material from over 300 residents, farmers and businesses.
 - COW operated the program as efficiently as possible, maximizing volunteer labor, minimizing paid Veolia ES labor (state hazardous waste contractor), reducing paid advertising, etc.
 - However total program costs of nearly \$38,000 were not completely off-set by the DATCP grant amount of ~\$28,000. Overages are split amongst the Counties based on percent of participation. In 2012, WC’s portion of the overage was ~\$3,700, which was paid for with the Household Hazardous Waste (HHW) budget.
 - In planning for a 2013 program, COW brainstormed ways to reduce program costs including reducing the number of locations, reducing hours of operation, etc.
 - The following changes were made for the upcoming 2013 Fox Valley Clean Sweep Program:
 - Eliminated the Seymour location. In 2012, only 6 farmers/participants used the site. Fixed costs of labor/mobilization were too costly over such a small number of participants.
 - Eliminated the Appleton location. While this site was very popular, it is literally located only 2 miles from the permanent Outagamie County (OC) HHW Facility, which is open on selected days each month from May-October. It was felt this audience was sufficiently served by this permanent facility.
 - Acceptance of electronics for a fee. Despite an abundance of other electronic recycling opportunities, other Counties offering electronics collection at their Clean Sweep Events have found this to be a revenue source that can off-set other HHW costs. Veolia ES collects material for a flat mobilization fee.

- Acceptance of donations. Other Counties accept voluntary donations to off-set program costs. Their experience is that some people really appreciate the Clean Sweep service and wish to contribute if provided the opportunity. COW will pilot this in 2013.
- The six-County 2013 DATCP award was \$53,000 for Household Programs and \$47,000 for Agricultural (Ag) Programs. DATCP does permit up to 50% of the Ag award to be shifted (at the Counties discretion) for the Household Programs. These amounts represent the same grant amount for Household as in 2012, but a significant increase in Ag (was \$30,000 in 2012).
- As a result, another change is that all Fox Valley locations will accept Ag material. While current and abandoned farms and agri-business are the target for the Ag program, even Ag chemicals brought in by households are eligible for the Ag grant (herbicides, pesticides, etc.). In addition, a portion of the fixed costs (labor, mobilization) can be charged to the Ag program.
- As a result, the 2013 Fox Valley Clean Sweep will consist of the following:
 - All locations will be Ag and Household Clean Sweeps
 - Friday, April 19, 9-11 a.m. at the Town of Clayton Public Works Facility, 8348 County Rd T, Larsen (same date/time as last year, but now operating as full regional site as opposed a WC satellite location).
 - Friday, April 19, 3-6 p.m. at the Town of Menasha Fire Department, 1000 Valley Rd, Menasha (same location as last year, different day/time - used to be Saturday morning).
 - Saturday, April 20, 8-11 a.m. at the Town of Harrison Town Hall, W5298 Hwy 114, Menasha (location used last year as Calumet County satellite location in May, but now operating as a full regional site).

P. Brennand inquired about the Clean Sweep locations and why none were located on the southwest side of WC. J. Semrau stated that the locations were clustered more on the north end of WC to compliment the COW partnership.

P. O'Brien asked what the cost would be to have additional locations available in other parts of WC. J. Semrau estimated fixed cost of each additional location to be about \$1,500-\$2,000 with additional transportation and disposal costs.

Discussion ensued amongst the SWMB.

P. Eisen asked if reports from the other five counties sharing the grant funds would be made available to the SWMB. J. Semrau advised reports will be provided after the events.

8. Discussion – City of Neenah Lease Agreement Report: J. Semrau presented the following information on the City of Neenah container lease agreement:

- City of Neenah (Neenah) and the SWMB entered into a long-term container lease agreement on July 1, 2008.
- Unlike our other lease agreements, this lease was for 8 years (vs. 5 years), Neenah paid 75% of the cost of the containers/delivery (vs. 100%) and Neenah is billed quarterly (vs. monthly).
- At the end of the lease term (June 30, 2016) the SWMB owns the containers.
- Lease consists of:
 - 127 - 2yd containers
 - 13 - 4yd containers
 - 6 - 6yd containers
 - 4 - 8yd containers
 - 150 total containers
- All waste in containers must go to WC or its designee; containers must be serviced by an eligible hauler (who cannot own, lease or operate a solid waste disposal, treatment, storage or transfer facility within 50 miles of Oshkosh). Currently serviced by Van's Waste (WC's hauler) under Neenah contract.
- Containers must be put in an active cycle of use by Lessee with minimum of monthly pulls, with the exception of nine 2yd containers which may be kept in reserve at Neenah garage.
- However, in preparing this report, I asked Jeff Harding for an updated list of where the containers are in use in Neenah and he indicated 14 are currently stored at their garage. This was due to several reasons: businesses closing, businesses reducing the number of containers (going from 2 containers to 1) and the cost share changes being implemented by Neenah. Previously Neenah paid for 100% of the costs of the waste program for the businesses which is being transitioned to 100% of costs paid by the businesses. Currently it is 50/50, but next year businesses will pay 75% and the following year, 100% of the expenses.
- The SWMB subsidized the Neenah lease for two primary reasons: 1) to bring that tonnage into the system (if the businesses contracted with a private hauler such as Waste Management or Veolia the waste may or may not come to the WC system) and 2) perceived advertising benefit of the containers throughout Neenah.
- By design, the containers are placed out of public view as much as possible by many businesses (behind a building or in a locked corral). However Neenah does not have an ordinance (like some other municipalities) requiring the containers be placed in a corral. As a result, an estimated 50-60% are not in a corral so could be seen by the general public if public was in the vicinity of the container area.
- Some containers are in prominent locations, like along Commercial St., visible from the road. Others are in the industrial area or generally out of public view. Given the qualitative nature of judging whether containers are in 'good, visible' locations or not, container rental

activity in Neenah was analyzed, pre- and post-lease and compared to the other largest WC communities.

PRE-LEASE

% of all rental activity (placements, resets, finals)

	Neenah	Oshkosh	Menasha
2005	16.9%	55.6%	9.6%
2006	23.3%	49.8%	10.7%
2007	13.2%	48.5%	15.4%

Neenah averaged 17.8% of all rental activity pre-lease.

% of placements only (new rentals)

	Neenah	Oshkosh	Menasha
2005	14.4%	60.0%	9.4%
2006	12.9%	55.2%	11.0%
2007	13.1%	51.8%	14.4%

Neenah averaged 13.5% of new rentals pre-lease.

POST-LEASE

% of all rental activity (placements, resets, finals)

	Neenah	Oshkosh	Menasha
2009	10.1%	49.1%	6.0%
2010	12.4%	42.9%	17.5%
2011	17.5%	44.3%	13.1%
2012	14.4%	52.6%	10.7%

Neenah averaged 13.6% of all rental activity post-lease.

% of placements only (new rentals)

	Neenah	Oshkosh	Menasha
2009	13.5%	51.1%	6.8%
2010	13.4%	44.1%	18.5%
2011	17.5%	44.6%	14.4%
2012	14.3%	56.1%	7.6%

Neenah averaged 14.7% of new rentals post-lease.

- Data is in percentages, as the number of rentals each year has been going up since 2008.
- It is difficult to assess if the Neenah lease program had the anticipated advertising benefit, as rental activity in Neenah did not increase significantly post-lease. All Neenah rental activity went down from an average of 17.8% to 13.6% and new Neenah rentals went up from an average of 13.5% to 14.7%, pre- and post-lease respectively.
- The Neenah lease also did not occur in a ‘vacuum’ as other factors such as other promotion/advertising, ‘big’ construction/demo projects and natural disasters affect the container rental program. Also a person seeing a container in Neenah could live/rent a container for another location (Oshkosh, Menasha, Appleton, etc.)

- Prior to the lease agreement, the annual tonnage from the Neenah containers was estimated to be 1,100-1,300 tons/year. Van’s estimate of tonnage from the Neenah containers was 644 tons in 2012 (provided to WC monthly).
- In summary, cost/benefit of the SWMB is 25% cost share of Neenah lease:

Costs

- 25% of container/delivery expense - \$20,912
- Decal expense - \$5,744
- Total expense = \$26,656

Benefits

- Value of additional tonnage into WC system - ~\$21,896/year (based on 2012 tonnage estimate at rebate rate of \$34.00/ton)
 - Advertising benefit - not possible to quantify
- WC did propose on providing recycling containers for downtown Neenah via a request for proposal issued by Future Neenah. While WC was not awarded the contract, Van’s Waste was awarded it, and the material will be coming to the WC system.

M. Easker advised that this lease was created to be a win/win for Neenah to benefit from lower disposal costs, and the WC system is guaranteed the tonnage from Neenah containers.

M. Easker asked about the noticeable difference in estimated tonnage from Neenah’s previous contractor versus the current tonnage estimate. J. Semrau advised it is difficult to estimate tonnage because of the style of container (front load). P. Eisen suggested that slower economic times could possibly be a cause for this reduced tonnage.

D. Albrecht asked how Neenah would manage this waste disposal program once businesses are covering 100% of the cost. M. Easker advised that Neenah will bill businesses directly but the businesses may choose to go with another hauler once the total cost is passed onto them.

Discussion ensued amongst the SWMB.

9. Discussion – Landfill Gas Operations Report: J. Rabe updated the SWMB on the landfill gas operations as follows:

Landfill Gas Operations – April 3, 2013		
Engine #1	Running at 987 KW	
Engine #2	Running at 987 KW	
Engine #3	Running at 987 KW	
Engine #4	Running at 1000 KW	
Engine #5	Running at 1426 KW	Need to replace exhaust manifold (cylinders 11-20 side only)

Sunnyview Compressor	Compressor A + B running at 65%. Pipeline outflow 1917 scfm.	
Sunnyview Flare	Flare – On; Flow – 673 scfm; Vacuum = -48’’ wc; Blower 103 + 105 on at 88%	
Sunnyview Gas Field	CH4 = 50.4% O2 = 1.4%	
Snell Rd Flare	Flare – On; Flow – 163 scfm; Vacuum = -20.8’’ wc; Blower speed 70%	Reduce blower speed this morning to 60%. Now vac = -18.5’’ flow = 120 scfm.
Snell Rd Gas Field	CH4 = 35.8% O2 = 2.9%	

J. Rabe updated the SWMB on WPS revenues, site odors and projects as follows:

- Odors – have been much better in March, but will continue to monitor/evaluate/mitigate.
- WPS/Highway Revenues - \$264,411 in February
- Q1 SEM completed in February/March 2013 – 3 locations at Snell Road and 17 locations at Sunnyview; repaired and passed 30-day re-monitoring. Q2 SEM in May/June 2013.
- p-BACT Update: Group meeting in Madison with WDNR Air personnel on March 21, 2013; additional information required by WDNR exceeded consultant scope and budget; WC will be responsible for another \$133 (total of \$2468 + \$922 + \$133 = \$3523). Group and WDNR hope to come to resolution by the end of April 2013.

Discussion ensued amongst the SWMB.

10. Future Agenda Items: None.

11. Set Next Meeting Date: The next SWMB meeting date will be April 17, 2013 at 9:00 a.m.

J. Rabe reminded the SWMB of an upcoming meeting to review the Brown, Outagamie, and Winnebago Counties Strategic Solid Waste Management Plan. The meeting will be held at 10:00 a.m. on April 15, 2013 at the Outagamie County Solid Waste office and an agenda will be mailed/posted next week.

12. Adjournment: Motion to adjourn made by J. Finch and seconded by P. Eisen. Motion carried 8-0. Meeting was adjourned at 10:14 a.m.

Respectfully Submitted,

Kathy Hutter
Confidential Secretary

Approved by SWMB – April 17, 2013