

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

DATE: May 1, 2013

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  
David Albrecht  
Pat Brennand  
Mike Easker  
Jerry Finch  
Gerry Konrad  
Doug Nelson

ALSO PRESENT: John Rabe, Director of Solid Waste  
Kathy Hutter, Confidential Secretary  
Kurt Pernsteiner, Facility Manager  
John Fink, County Executive Assistant  
Chuck Orenstein, Finance Director (9:00 a.m. - 9:35 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 1, 2013 agenda, made by K. Robl and seconded by J. Finch. Motion carried 9-0.
3. Public Comments on Agenda Items: None.
4. Announcement/Communications: J. Rabe announced that work on the landfill final cover construction project officially started on Monday, April 29, 2013. Relyco and a subcontractor are on-site prepping the cover area for clay placement next week. Sections of the landfill gas system will be temporarily disconnected to allow the construction work, so odors from the site may increase during the project.
5. Approval of Minutes –April 17, 2013 Open Session: Motion to approve the April 17, 2013 open session minutes made by J. Finch and seconded by G. Konrad. Motion carried 9-0.

6. Discussion – Investment Presentation: J. Rabe introduced Chuck Orenstein, Winnebago County (WC) Finance Director, to the Solid Waste Management Board (SWMB).

C. Orenstein provided the SWMB with copies of the WC Portfolio Analysis for General Operating and Capital Project Fund Deposits and Investment, December 31, 2012. C. Orenstein reviewed investment options, interest rates, and how specific WC investment funds performed in 4<sup>th</sup> quarter 2012.

P. Eisen asked if the investment status of Prospera Credit Union had changed. C. Orenstein advised that Prospera’s status improved in the last quarterly report.

C. Orenstein explained that overall, current interest rates remain low; Return averages could be improved by moving WC investment funds from lower interest bearing, short-term maturity investments to higher interest bearing, long-term maturity investments. C. Orenstein explained the SWMB holds 33% of total investments, the largest portion of investment assets. This portion of investment assets does not include the SWMB’s Department of Natural Resources (WDNR) escrow accounts.

Discussion ensued amongst the SWMB members.

P. O’Brien requested that C. Orenstein provide annual investment updates like this for the SWMB.

7. Discussion – 2012 Financial Report: K. Pernsteiner presented the 2012 Statement of Revenues and Expenses (Final Audited) to the SWMB. K. Pernsteiner explained 2012 was a transition year from full scale landfill operations to transfer station operations which created major changes in the financial report. The 2012 Statement of Revenues and Expenses is summarized as follows:

	<u>2011</u>	<u>2012</u>
Operating Revenues		
Landfill Fees	\$ 12,833,297	\$ 9,225,432
Power Sales	3,042,938	3,222,107
Sales of By-Products	288,666	274,852
Total Operating Revenues	\$16,164,901	\$12,722,391
Operating Expenses		
Salaries and Wages	\$ 1,021,236	\$ 902,481
Employee Benefits	415,639	317,344
Supplies	101,569	54,483
Contractual Services	2,648,122	5,376,089
Other Operating Expenses	1,198,472	1,350,686
Utilities	295,253	352,074
Insurance	98,252	94,988
Depreciation and Amortization	5,297,161	3,818,656
Indirect Costs	108,000	114,300

WDNR Recycling Fees	3,161,453	976,921
WDNR State Special Charge Fees	2,615,501	803,840
Landfill/Recycling License	12,060	16,576
General & Administrative	90,521	114,417
Total Operating Expenses	<u>\$ 17,063,239</u>	<u>\$ 14,292,855</u>
Non-Operating Revenues (Expenses)		
Rental Income	---	---
Interest Income	\$ 978,167	\$ 575,457
Interest Expense	(5,293)	(5,749)
Miscellaneous	1,822	6,242
Total Non-Operating Revenues	<u>\$ 974,696</u>	<u>\$ 575,950</u>
Net Surplus/(Deficit)	<u>\$ 76,358</u>	<u>\$ (994,514)</u>
Net Assets, January 1	<u>\$ 29,485,412</u>	<u>\$ 29,561,771</u>
Net Assets, December 31	<u>\$ 29,561,770</u>	<u>\$ 28,567,257</u>

K. Pernsteiner reviewed the major changes between 2011 and 2012 amounts with the SWMB.

Discussion ensued amongst the SWMB.

K. Pernsteiner presented the 2012 Balance Sheet (Final Audited) to the SWMB as follows:

ASSETS	<u>2011</u>	<u>2012</u>
Current Assets		
Cash and Investments	\$ 30,880,149	\$ 29,870,243
Other Receivables	1,791,773	1,294,464
Inventories and Pre-payments	434,392	398,345
Total Current Assets	<u>\$ 33,106,314</u>	<u>\$ 31,563,052</u>
Restricted Assets		
Cash and Investments	\$ 17,796,558	\$ 17,274,429
Property and Equipment		
Net Property and Equipment	<u>\$ 7,770,758</u>	<u>\$ 6,733,296</u>
Total Assets	<u>\$ 58,673,630</u>	<u>\$ 55,570,777</u>
LIABILITIES AND FUND EQUITY		
Current Liabilities (Payable from Current Assets)		
Total Current Liabilities	\$ 5,733,840	\$ 2,253,191

Long-term Liabilities		
General Obligation Bonds Payable	\$ 101,216	\$ 95,721
Other Long-Term Liabilities	23,276,804	24,654,608
Total Long-Term Liabilities	<u>23,378,020</u>	<u>24,750,329</u>
Total Liabilities	<u>\$ 29,111,860</u>	<u>\$ 27,003,520</u>
Fund Equity		
Investment in Capital Assets	\$ 8,807,124	\$ 6,773,758
Reserved for Solid Waste	20,754,646	21,793,499
Total Fund Equity	<u>\$ 29,561,770</u>	<u>\$ 28,567,257</u>
Total Liabilities & Fund Equity	\$ 58,673,630	\$ 55,570,777

Discussion ensued amongst the SWMB.

K. Pernsteiner presented the 2012 Restricted Investment Summary (Final Audited) to the SWMB as follows:

	<u>2011</u>	<u>2012</u>
WDNR Escrow Account		
Sunnyview Landfill - Closure	\$ 6,201,595	\$ 6,592,575
Sunnyview Landfill - Long Term Care	6,958,748	7,441,589
Snell Road Landfill - Long Term Care	1,616,092	1,166,993
Total Restricted Investments	<u>\$ 14,776,435</u>	<u>\$ 15,201,157</u>

Discussion ensued amongst the SWMB.

8. Discussion/Action – 2013 Standard Tipping Fee Rate Schedule: J. Rabe presented the 2013 tipping fee rate increases to the SWMB. General refuse, yard waste/brush, clean wood and tire disposal fees increased in 2013. J. Rabe explained WC previously used yard waste/brush and clean wood as alternate daily cover material in the landfill. Yard waste/brush and clean wood is no longer needed at WC in the amount that is received and it is currently ground and transported to Outagamie County (OC) for use in the regional landfill site. WC raised prices to reflect the added expense of transporting material to WC. The majority of yard waste and brush is dropped off by municipalities, some of which have questioned the increased rates. J. Rabe asked the SWMB to consider offering our signing municipalities a \$3 per ton discount for yard waste/brush and clean wood (2013 only), retroactive to the beginning of 2013.

Discussion ensued amongst the SWMB.

Motion to direct J. Rabe to offer a \$3 per ton discount for yard waste/brush and clean wood (2013 only) to signing municipal customers, retroactive to the beginning of 2013 made by M. Easker, and seconded by P. Brennand. Motion carried 9-0.

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

Landfill Gas Operations – May 1, 2013		
Engine #1	Running at 987 KW	
Engine #2	Running at 987 KW	
Engine #3	Running at 987 KW	
Engine #4	Running at 1060 KW	
Engine #5	Off	Recurring generator fault issue. Requested assistance from Inland
Sunnyview Compressor	Compressor A running at 82%. Pipeline outflow 1345 scfm.	Compressor B removed for repair.
Sunnyview Flare	Flare – On; Flow – 1096 scfm; Vacuum = -45’’ wc; Blower 103 + 105 on at 80%	
Sunnyview Gas Field	CH4 = 52.3% O2 = 0.9%	
Snell Rd Flare	Flare – On; Flow – 138 scfm; Vacuum = -14.3’’ wc; Blower speed 60%	
Snell Rd Gas Field	CH4 = 43.8% O2 = 2.5%	

J. Rabe updated the SWMB on site odors and WPS revenues:

- Odors – have been good in April 2013; will continue to monitor/evaluate/mitigate.
- WPS/Highway Revenues - \$235,779 in March 2013.

Discussion ensued amongst the SWMB.

10. Future Agenda Items: None.
11. Set Next Meeting Date: The next SWMB meeting date will be May 15, 2013 at 9:00 a.m.
12. Adjournment: Motion to adjourn made by J. Finch and seconded by G. Konrad. Motion carried 9-0. Meeting was adjourned at 10:29 a.m.

Respectfully Submitted,

Kathryn Hutter  
Confidential Secretary

**Approved by SWMB – May 15, 2013**