

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

DATE: June 18, 2014

TIME: 9:02 a.m.

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

PRESENT: Pat O'Brien, Chairman  
Ken Robl, Vice Chairman  
Paul Eisen, Secretary  
Jerry Finch  
Gerry Konrad  
Susan Locke  
Doug Nelson

EXCUSED: David Albrecht  
Mike Easker

ALSO PRESENT: John Rabe, Director of Solid Waste  
Kathy Hutter, Confidential Secretary  
Jennifer Semrau, Recycling Specialist  
John Fink, County Executive Assistant

1. Call to Order: P. O'Brien called the meeting to order at 9:02 a.m.
2. Approve Agenda: Motion to approve the June 18, 2014 agenda, made by K. Robl and seconded by J. Finch. Motion carried 7-0.
3. Public Comments on Agenda Items: None.
4. Announcement/Communications: J. Rabe reported to the Solid Waste Management Board (SWMB) that he has been working with Brown County (BC) as part of a Proposal Review Team (Review Team) for BC's South Landfill and Resource Recovery Park located near Wrightstown. BC is hiring a consultant to revise the design of the landfill and evaluate possible resource recovery options at the facility. The Review Team has held several meetings and conference calls over the past three weeks and held interviews with the top three candidates, Foth, Ayres Associates and SCS Engineers. The Review Team is completing reference checks and is expected to make its selection by the end of the day on June 18, 2014.

J. Rabe announced to the SWMB that he attended BC's Port & Resource Recovery Department 3<sup>rd</sup> Annual Stakeholder Meeting on Tuesday, June 17, 2014. The meeting was held for BC officials, haulers, engineering consultants and other interested parties. During this meeting, BC Staff reviewed 2013 Accomplishments, Operations, Transfer Station, plans to install a compactor at the Recycling Transfer Station and plans for 2015.

J. Rabe reported to the SWMB that Wisconsin Department of Natural Resources (WDNR) completed annual inspections of the Snell Road Landfill, Sunnyview Co-Disposal Site, Sunnyview Sludge Disposal Site, and Transfer Station on June 3, 2014. J. Rabe summarized the WDNR Inspection Report for the SWMB and reported the status of corrective measures. J. Rabe explained that overall, the inspections went well.

5. Approval of Minutes – June 4, 2014 Open and Closed Session: Motion to approve the June 4, 2014 open and closed session minutes, made by K. Robl and seconded by G. Konrad. Motion carried 7-0.
6. Discussion/Action – 2014 Retained Earning Reservation: J. Rabe presented the SWMB with the proposed 2014 Retained Earnings Reservation as follows:

<u>Description</u>	Fund Goal Authorized By SWMB <u>2013</u>	Fund Goal Proposed by SWMB <u>2014</u>
Designated Emergency Funds:		
Regulatory Compliance	\$1,000,000	\$1,000,000
Remediation/Liability	500,000	500,000
Litigation	200,000	200,000
Interim Construction	500,000	1,000,000
Operational	100,000	---
Capital Outlay	500,000	500,000
Future Landfill Airspace Development	---	3,100,000
Operational Cash Flow	1,500,000	1,500,000
Rate Stabilization – Solid Waste	---	---
Debt Service - Recycling	2,000,000	1,700,000
Surplus for Future Solid Waste Transportation	4,500,000	4,200,000
Research & Development Planning	800,000	800,000
Snell Road Landfill Long-Term Care >20 years	6,500,000	6,500,000
Sunnyview Landfill Long-Term Care >40 years	2,500,000	2,500,000
Landfill End Use/Beautification	500,000	1,000,000
Snell Road Landfill Preventative Maintenance	---	---
Sunnyview Landfill Preventative Maintenance	---	---
Total Reserved	21,100,000	24,500,000
Balance as of December 31	24,764,685	Est. ~\$24,500,000
Current Surplus (Deficit)	\$3,664,685	---

J. Rabe explained that the 2013 Financial Report showed a \$3,664,685 increase in the retained earnings reservation fund (December 31 balance of \$24,764,685). The 2014 Budget plans for a deficit of ~\$300,000. This yields an estimated December 31, 2014 balance of ~\$24,500,000.

J. Rabe suggested that the following fund goal changes could be made to increase the total fund goal amount by \$3,600,000:

- Create a line item for “Future Landfill Airspace Development” to provide funding for development of future landfill airspace beyond the 25 year Brown, Outagamie and Winnebago County (BOW) Agreement and set it at \$3,100,000.
- Increase “Landfill End Use/Beautification” from \$500,000 to \$1,000,000.

J. Rabe also recommended the following fund goal changes:

- Eliminate “Operational” from the Designated Emergency Funds and combine with “Regulatory Compliance”
- Increase “Interim Construction” from \$500,000 to \$1,000,000.
- Decrease “Debt Service - Recycling” from \$2,000,000 to \$1,700,000.
- Decrease “Surplus for Future Solid Waste Transportation” from \$4,500,000 to \$4,200,000.

J. Rabe explained to the SWMB that he previously provided the draft 2014 Retained Earnings Reservation to Chris Anderson, Foth and Andy Nickodem, Golder Associates for review and recommendations.

Discussion ensued amongst the SWMB members.

Motion to accept the 2014 Retained Earnings Reservation as presented, made by J. Finch and seconded by G. Konrad. Motion carried 7-0.

7. Discussion – Landfill Gas Operations Update: J. Rabe updated the SWMB with the following landfill gas operations, WPS/Highway revenues and Air Construction Permit status.

Landfill Gas Operations – June 17, 2014		
Engine #1	Running at 987 KW	Replaced ABB fan controller
Engine #2	Running at 920 KW	Knocking in heat of day (radiator)
Engine #3	Running at 850 KW	Waiting for short block replacement. Oil changed.
Engine #4	Off	Power outage on 6/17/14; Unknown when WPS can have power restored.
Engine #5	Off	Down for Decoke

Sunnyview Compressor	Compressor B running at 48%. Pipeline outflow 986 scfm.	Storm power outage shut off compressors, flare re-lit keeping vacuum on Sunnyview hill
Sunnyview Flare	Flare – On; Flow – 952 scfm; Vacuum = -45’’ wc; Blowers 103/104/105 running at 86%	
Sunnyview Gas Field	CH4 = 51.0% O2 = 0.5%	Replaced hose at CO3
Snell Rd Flare	Flare – On; Flow – 128 scfm; Vacuum = -15.2’’ wc; Blower 2 running	
Snell Rd Gas Field	CH4 = 53.2% O2 = 1.0%	

- WPS/Highway Revenues were \$270,307 for May 2014; slightly ahead of target to meet the 2014 budgeted energy revenue of \$2.8 Million.
- Engine #3 – running at reduced load for now; short block shipped from Austria on June 11, 2014, rebuild scheduled for July 2014 (estimated 30 days of downtime).
- Air Construction Permit – Environmental Protection Agency (EPA) public comment period is complete and the Operational Air Permit was issued on June 10, 2014. The formaldehyde limits were removed from the Permit. Operating as a major source and in full compliance with the Permit.

Discussion ensued amongst the SWMB members.

8. Closed Session:

- a. Pursuant to Section 19.85(1)(e), Wisconsin Statutes, at this point in the meeting, the Board shall consider a motion to convene into closed session for the purpose of deliberating or negotiating the purchase of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session, in relationship to a Container Lease Agreement with City Disposal.

Motion made by K. Robl and seconded by J. Finch at 9:48 a.m. to convene into closed session. Motion carried 7-0 by roll call vote.

9. Return to Open Session to Resume Regular Business: Motion to return to open session at 9:53 a.m. made by G. Konrad and seconded by J. Finch. Motion carried 7-0 by roll call vote.

10. Discussion/Action – Consider Authorization of a Container Lease Agreement with City Disposal: Motion made by P. Eisen and seconded by G. Konrad to increase the container small equipment budget by \$25,000 and to authorize the purchase of 6 - 30 cu. yd. containers (not to exceed \$25,000) and to enter into a 5 year Lease Agreement with City Disposal. Motion carried 7-0.

11. Future Agenda Items: None.

12. Set Next Meeting Date: The next SWMB meeting date is scheduled for July 2, 2014 at 9:00 a.m.

13. Adjournment: Motion to adjourn made by J. Finch and seconded by G. Konrad. Motion carried 7-0. Meeting was adjourned at 9:55 a.m.

Respectfully Submitted,

Kathy Hutter  
Confidential Secretary

**Approved by SWMB – July 2, 2014**