

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

DATE: July 1, 2015

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
Mike Easker
Jerry Finch
Gerry Konrad
Susan Locke
Doug Nelson

ALSO PRESENT: John Rabe, Director of Solid Waste
Kathy Hutter, Confidential Secretary
Kurt Pernsteiner, Facility Manager
Jennifer Semrau, Recycling Coordinator
Andy Nickodem, Golder Associates Inc.
Matt Bergeon, Golder Associates Inc.

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 1, 2015 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 reported to the Solid Waste Management Board (SWMB) that Outagamie County (OC) Recycling and Solid Waste was the recipient of a 2015 Solid Waste Association of America (SWANA) Excellence Award. OC received a Bronze Award in the Landfill Management category for running the Tri-County Regional Landfill in Appleton.

J. Rabe explained to the SWMB that in late-June 2015, OC issued a letter to customers indicating a projected \$2.00/ton increase in the OC Landfill general refuse gate rate, effective January 1, 2016. In 2014, OC had the lowest published general refuse gate rate in Wisconsin (\$33.00/ton).

5. Approval of Minutes – June 17, 2015 Open Session: Motion to approve the June 17, 2015 open session minutes, made by G. Konrad and seconded by K. Robl. Motion carried 9-0.

6. Discussion/Action – Strategic Waste Resource Management Plan: J. Rabe explained to the SWMB that Golder Associates (Golder) was contracted by the SWMB to develop a Strategic Waste Resource Management Plan (Strategic Plan) specific to Winnebago County Solid Waste (WCSW). In October 2014, Golder met with WC Staff to discuss strategic issues and held Stakeholder meetings to gather input from interested parties. Golder completed a SWOT Analysis, identified Strategic Issues and developed Goals and Objectives for WCSW. In late June 2015, Golder completed the final draft of the Strategic Plan and SWMB Staff mailed copies of it to SWMB Members for review. J. Rabe further explained that Golder representatives, Andy Nickodem and Matt Bergeon were present to summarize and discuss the final draft of the Strategic Plan with the SWMB.

M. Bergeon presented the SWMB with the Strategic Plan highlights.

Discussion ensued amongst the SWMB.

P. Eisen asked the SWMB to consider the following additions/changes to the Strategic Plan:

- Define the SWMB operations as “quasi-public” with further detail as needed (Section 2.1)
- Disclose that no SWMB funding comes from the WC tax levy (Section 2.1)
- Describe the SWMB closed landfill escrow account held by Wisconsin Department of Natural Resources (WDNR) (Sections 2.6 and 3.1)
- Identify the communities in WC that do not currently participate in SWMB Waste and Recycling Agreements (Section 4.3).

J. Rabe stated he would also like to add the 2015 Site Assessment and End Use Strategies for the Sunnyview and Snell Road Landfill Sites to the Strategic Plan Goals & Objections (Section 5).

Motion made by D. Albrecht and seconded by J. Finch, to approve the Strategic Waste Resource Management Plan final draft with changes as discussed by the SWMB. Motion carried 9-0.

7. Discussion/Action – 2014 SWMB Annual Report: J. Rabe presented the final draft of the 2014 SWMB Annual Report (Annual Report) to the SWMB members. J. Rabe reviewed the department programs, operations and financials from 2014 with the SWMB. J. Rabe stated that he has yet to receive a final audited copy of the SWMB Financials from the Finance Department but he does not anticipate changes. J. Rabe advised that he will review the final audited SWMB Financials and may make minor edits prior to having the Annual Report published.

Discussion ensued amongst the SWMB.

Motion to approve the 2014 SWMB Annual Report made by J. Finch and seconded by M. Easker. Motion carried 9-0.

8. Discussion/Action – End Use Plan Site Assessment Report: J. Rabe stated that the SmithGroup JJR End Use Plan Proposal was approved by the SWMB on December 17, 2014 (\$23,880). J. Rabe presented the End Use Plan Site Assessment progress report to the SWMB as follows:
- Task 1 – Data Gathering (Completed March/April 2015)
 - Task 2 – Base Mapping (Completed March/April 2015)
 - Task 3 – Site Assessment (Completed May 12-13, 2015)
 - Task 4 – Opportunities & Constraints (Draft Memo & Diagrams - June 29, 2015)
 - Task 5 – Programming Workshop (Need to schedule with SWMB/Parks/City)
 - Task 6 – Permitting & Granting
 - Task 7 – Analysis Memorandum & Recommendations

J. Rabe explained to the SWMB that he received a Draft Memorandum with Site Diagrams from Smithgroup JJR on June 29, 2015. J. Rabe presented the SWMB with the Diagrams of Potential Wetlands and Water Basins for Sunnyview and Snell Road Landfills, the Regional Recreational Opportunities and Constraints Diagram, and reviewed the list of identified potential recreational opportunities with the SWMB. J. Rabe stated that the next step is to schedule a Programming Workshop with SWMB Members, WC Parks Department and the City of Oshkosh Parks and Recreation Department.

Discussion ensued amongst the SWMB.

No action taken by the SWMB.

9. Future Agenda Items: None.
10. Set Next Meeting Date: The next SWMB meeting date is scheduled for July 15, 2015 at 9:00 a.m.
11. Adjournment: Motion to adjourn made by J. Finch and seconded by S. Locke. Motion carried 9-0. Meeting was adjourned at 10:28 a.m.

Respectfully Submitted,

Kathy Hutter
Confidential Secretary

Approved by SWMB – July 15, 2015