

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

DATE: July 2, 2014

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 Specialist
Marty Sturzl, Foth (9:13 a.m. - 9:34 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 2, 2014 agenda with one adjustment (item #8 to be discussed between items #5 and #6), 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 there were three damage incidents involving trucks owned by Kreilkamp Trucking (contracted solid waste/recycling hauler for the SWMB) in the month of June 2014. The incidents, occurring on June 19, 21 and 25, 2014, all involved damage to truck tarps/tarping mechanisms during the process of loading trash in the south bay of the Transfer Station. K. Pernsteiner met with Transfer Station Equipment Operators to determine if changes could be made to the loading techniques or equipment to prevent future truck damage.

J. Rabe announced to the SWMB that a damage claim filed against the SWMB will be reviewed at the July 22, 2014 County Board Meeting. The \$260.29 claim is for a vehicle tire that was damaged on February 13, 2014 when a customer drove over a piece of metal debris on the entrance road to the Landfill Scale Office.

J. Rabe updated the SWMB with the tentative schedule for Engine #3 replacement as follows:

- Engine #3 short block was scheduled to arrive at Inland on June 30, 2014 and is scheduled for delivery to the site on July 21, 2014.
- Shut down/tear down work will begin on July 7, 2014, with assistance from Inland Technicians (beginning on July 14, 2014).
- CR Meyer will be on site on July 21, 2014 for removal of the old short block and installation of the new short block.
- Target date to have Engine #3 operational is August 1, 2014.

5. Approval of Minutes – June 18, 2014 Open and Closed Session: Motion to approve the June 18, 2014 open and closed session minutes, made by J. Finch and seconded by P. Eisen. Motion carried 9-0.

8. Discussion/Action – Consider Award of 2014 Leachate System Modifications Construction Project (SW07-14): J. Rabe summarized the 2014 Leachate System Modifications Construction Project (SW07-14) (Project), last discussed at the June 4, 2014 open session meeting for the SWMB. J. Rabe presented the following Project bid summary to the SWMB.

- The Project was advertised on May 29, 2014 and June 5, 2014
- A Pre-Bid Meeting was held on June 11, 2014.
- Addendums #1, #2, and #3 were issued.
- The Contractor Schedule was extended to allow for time for the electrical/control panel procurement; Project start date, September 22, 2014; Substantial Completion, November 14, 2014; Final Completion, November 21, 2014.
- Bids were due on June 24, 2014 - only two (2) bids were received.
- The original Budget was \$200,000; Revised Engineers Estimate = \$395,000 (\$454,000 with Contingency); estimate did not include a Hydrogen Sulfide (H₂S) Pretreatment System.
- August Winter bid = \$557,900 (+\$58,700 with H₂S Pretreatment System)
- Terra bid = \$633,250 (+\$54,460 with H₂S Pretreatment System)
- The lowest bid is ~\$160,000 above the Engineers Estimate.

J. Rabe explained that contractor bids are normally within target range of the Engineers Estimate. J. Rabe and Marty Sturzl, Foth, were concerned that the SWMB did not receive competitive bids for the Project.

M. Sturzl explained to the SWMB that having the bid process start in May/June may have reduced the number of bids received because many contractors likely had a full schedule for 2014. M. Sturzl further explained that starting a bid process in January/February 2015 may

increase the number contractors submitting bids for the Project and result in more competitive pricing.

M. Sturzl also explained that higher quality pump assembly/control panel materials were specified to maximize the operational life of the pumping systems. The higher quality materials may have also increased costs above the anticipated project budget. M. Sturzl stated that cost vs. benefit of the higher quality materials could be reviewed with possible revisions to the bidding documents, to reduce overall Project costs.

Discussion ensued amongst the SWMB.

J. Rabe recommended the SWMB not award the Project and re-bid in Winter 2014/2015 to allow for time to revise bidding documents and obtain more competitive bids.

Motion to decline a Bid Award, revise bidding documents and re-bid the Leachate System Modifications Construction Project (SW07-14) in January 2015, made by J. Finch and seconded by D. Albrecht. Motion carried 9-0.

6. Discussion – Update on Special Pay Adjustment for Recycling Specialist Position: J. Rabe updated the SWMB on the status of the proposed Special Pay Adjustment for Recycling Specialist Position (Special Pay Adjustment) as follows:
- The proposed Special Pay Adjustment was last discussed at the April 2, 2014 SWMB closed session meeting.
 - The proposed Special Pay Adjustment was on the June 26, 2014 Winnebago County (WC) Personnel and Finance Committee (P&F) meeting agenda; J. Rabe attended the meeting.
 - P&F declined the proposed Special Pay Adjustment because the Recycling Specialist Position salary would be reviewed under an upcoming Countywide Compensation Pay Study included in the County Board budget for 2015.

Discussion ensued amongst the SWMB members.

7. Discussion – 2014 Clean Sweep Report: J. Semrau explained to the SWMB that the 2014 Clean Sweep was a Tri-County effort involving Calumet, Outagamie and Winnebago Counties. J. Semrau presented the 2014 Clean Sweep Report to the SWMB as follows:

Event Locations:

- Friday, April 25, 9-11 a.m., City of Omro Fire Department, 520 W. Huron St., Omro (last event held at this location was in 2009)
- Friday, April 25, 9-11 a.m., Outagamie County Highway Garage, W7517 Highway 54, Shiocton (first time utilizing this location)
- Friday, April 25, 3-6 p.m., City of Menasha Public Works Garage, 455 Baldwin St., Menasha (first time utilizing this location)
- Saturday, April 26, 9-noon, Town of Harrison Town Hall, W5298 Highway 114, Menasha (location was also used in 2013)

Clean Sweep Results (Household Hazardous Waste (HHW), Agricultural Waste (Ag) and Very Small Quantity Generators (VSQGs))

- The Clean Sweep Events resulted in 308 participants over 2 days (decrease from 2013). However, in 2013 electronics were collected from participants as well. In 2014, due to the abundance of alternative collection locations, electronics were not included. Excluding electronics, 305 people participated in 2013 (slight increase from 2013).
- 11 farmers dropped of materials (included in above total; up from 2013).
- Approximately 44% of participants were from Winnebago County (up from 2013 with the inclusion of the City of Menasha location).
- Participant Residency: 15% from City of Menasha, 15% from Village of Harrison, 11% from Village of Sherwood, 10% from Neenah, 9% from Omro, 8% from Appleton, 8% from Town of Harrison, 7% from Town of Menasha, 17% other.
- 60% of participants had never utilized a Clean Sweep Event before (up from 2013).
- 18,525 lbs. of material were collected from Households (up from 2013).
- 1,838 lbs. of material were collected from Farmers (down from 2013).
- In addition, Calumet County held a Clean Sweep in New Holstein, fully paid for by landfill host fees and promoted separately (but used as in-kind match for Department of Agriculture, Trade and Consumer Protection (DATCP) grant); 6,608 lbs. of HHW and 809 lbs. of Ag material collected.
- Businesses (VSQGs) were also eligible to participate, but were required to pay disposal costs; three businesses participated in the Tri-County Clean Sweep Events and one in New Holstein, disposing of 372 lbs. of material. (down from 2013).
- The grand total of all material collected above was 28,152 lbs. (down slightly 2013).
- DATCP Ag grant fully covers Ag expenses of \$4,805.78 and up to 50% of the unused Ag grant may be used for HHW expenses.
- DATCP HHW grant (plus 50% of unused Ag grant) = \$27,355.20
- Veolia (disposal service) HHW expenses total = \$31,326.05.
- The remaining balance of \$3,970.85 will be split by Calumet, Outagamie and Winnebago Counties, based on percent of participation, percent of local expenses and in-kind contributions.

Discussion ensued amongst the SWMB members.

9. Future Agenda Items: P. Eisen requested a future agenda item to review the procedures in handling small claims for property damage.
10. Set Next Meeting Date: The next SWMB meeting date is scheduled for July 16, 2014 at 9:00 a.m.
11. Adjournment: Motion to adjourn made by J. Finch and seconded by M. Easker. Motion carried 9-0. Meeting was adjourned at 10:03 a.m.

Respectfully Submitted,

Kathy Hutter
Confidential Secretary

Approved by SWMB – July 16, 2014