

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

DATE: July 16, 2014

TIME: 9:01 a.m.

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

PRESENT: Pat O'Brien, Chairman
Ken Robl, Vice Chairman (9:01 a.m. - 10:15 a.m.)
Paul Eisen, Secretary
David Albrecht (9:01 a.m. - 10:37 a.m.)
Mike Easker
Gerry Konrad
Susan Locke
Doug Nelson

EXCUSED: Jerry Finch

ALSO PRESENT: John Rabe, Director of Solid Waste
Kathy Hutter, Confidential Secretary
Kurt Pernsteiner, Facility Manager
Jennifer Semrau, Recycling Specialist
Chris Anderson, Foth Infrastructure & Environment

1. Call to Order: P. O'Brien called the meeting to order at 9:01 a.m.
2. Approve Agenda: Motion to approve the July 16, 2014 agenda, made by K. Robl and seconded by G. Konrad. Motion carried 8-0.
3. Public Comments on Agenda Items: None.
4. Announcement/Communications: J. Rabe reported to the Solid Waste Management Board (SWMB) that a fire occurred at the Transfer Station (TS) on Thursday, July 10, 2014. At approximately 9:15 a.m., Waste Management (WM) brought in a roll-off container filled with hot cylindrical shotblast filters and other trash from Oshkosh Corporation, Harrison Street location. TS Equipment Operators noticed smoke coming from the filters as they were emptied on the tip floor. The Equipment Operators segregated the burning filters from other trash materials and extinguished the fire. No property damage occurred. K. Pernsteiner completed an incident investigation and had WM and Oshkosh Corporation officials respond to the scene to document the incident. J. Rabe explained that an incident involving the same Oshkosh Corporation materials occurred on July 1, 2013, resulting in fire damage to a

Kreilkamp Trucking (Kreilkamp) semi trailer. J. Rabe and K. Pernsteiner have advised Oshkosh Corporation to find other means to dispose of the shotblast filters.

5. Approval of Minutes – July 2, 2014 Open Session: Motion to approve the July 2, 2014 open session minutes, made by K. Robl and seconded by G. Konrad. Motion carried 8-0.
6. Discussion/Action – Transfer Station Options Analysis: J. Rabe reported to the SWMB that in the fall of 2013 he requested Foth Infrastructure & Environment (Foth) to complete a Transfer Station Options Analysis (Options Analysis), to evaluate TS operations and to explore more economical options for hauling waste and recyclables. Foth submitted a draft Options Analysis to SWMB Staff in December 2013 and finalized the report in 2014.

J. Rabe explained to the SWMB that during 2015 Budget discussions, Staff noted further changes in TS tonnages that were not considered in the 2013 Options Analysis. J. Rabe asked Foth to develop a 2014 Executive Summary to include updated TS tonnage projections and options for TS operations which could be used for the 2015 Budget.

C. Anderson, Foth, distributed copies of the draft 2014 Executive Summary to the SWMB. C. Anderson explained to the SWMB that Foth examined waste quantities, current operations costs, customers and material volumes to develop a Base Case and Alternative Options in the July 2014 Executive Summary. C. Anderson also explained that payback based on capital investment and reduced operating costs as well as sensitivity of options costs and variables were also considered. C. Anderson presented the following Alternative Options, Results, Conclusions and Recommendations, and Summary of Economic Analysis to the SWMB.

Alternative Options:

- Base Case - Existing TS operations
- Option 1 - Addition of a waste and recyclable compactor to the TS
- Option 2 - Explore measures to increase customer direct hauling to Outagamie County (OC)
- Option 3 - Addition of new transfer station on north-side of service area
- Option 4 - Explore rail operation for transporting waste
- Self-Haul Alternative - SWMB operates as the hauler of all material

Results, Conclusions and Recommendations:

- None of the Options result in a positive totalized cash flow over the next 20-years based on the current assumptions.
- The North TS, Rail Transfer and Self-Haul options are not economically viable and should not be pursued.
- Option 1, compactor installation is the most economically advantageous option compared to the Base Case. Option 2, increased direct hauling also provides short term economic savings over the Base Case.
- Foth recommends the installation of a waste compactor to improve waste transfer operation economics. Foth also recommends using a compactor for recyclables.
- Foth recommends maximizing the quantity of waste and recyclables that are direct hauled to the OC Landfill and MRF.

J. Rabe explained that the SWMB is in the third year of a Hauling Agreement with Kreilkamp which expires in December 2016. Kreilkamp hauls trash, recycling and construction & demolition material to specified disposal/processing facilities (OC Landfill, OC MRF, and Landfill Reduction & Recycling) in top-load semi trailers at a contracted per load rate. J. Rabe explained that adding compactors to TS operations would require changes to the Hauling Agreement because compacted materials are hauled in enclosed trailers. Re-negotiating the current Hauling Agreement will open it to rate adjustments and a possible contract extension.

J. Rabe asked the SWMB to consider Foth's and Staff recommendation to add compactors to TS waste and recycling operations for implementation in 2015.

P. Eisen asked if lowering tonnage rates to expand customer base and increase overall tonnage would improve any of the options explored by Foth. C. Anderson explained that the Options Analysis compares Options against a Base Case so increased tonnage would be considered in all of the options, including the Base Case. C. Anderson further explained that there may be some economies of scale (cost savings) for operations, but the overall economics in Options would not change dramatically.

D. Nelson asked if the SWMB would benefit from self-hauling recyclables if it only took one truck and trailer and one employee to haul recyclables. C. Anderson explained that costs, such as covering employee sick time, truck downtime and maintenance all play a role in determining the expense of self-hauling materials. J. Rabe explained that hauling recyclables is an expense shared by Brown, Outagamie and Winnebago Counties (BOW); self-hauling recyclables or hiring a separate hauler for all BOW recyclables is a BOW decision.

M. Easker asked if a North TS could be considered as a future option, due to the location of the combined populations of Neenah, Menasha and the Town of Menasha, and the expense that the communities will have to finance if fuel prices or route drive time for direct hauling to OC or Brown County (BC) increase.

Motion made to approve Staff recommendation to add TS waste and recycling compactors to the 2015 Budget, made by D. Albrecht and seconded by K. Robl.

Discussion ensued amongst the SWMB members.

Motion carried 8-0.

7. Discussion – Tri-County Recycling Operations Update: J. Semrau presented the Tri-County Recycling Operations Update to the SWMB as follows:

MRF Equipment Upgrades

- The BOW MRF is working to expand with a second baler and processing equipment capabilities for additional material.
- Major expansion components include:
 - A new secondary (primarily fiber) baler, with associated pits, belts, infeed conveyance, etc.

- Modification to existing equipment to utilize new baler
- A new automated fiber (mixed paper) bunker
- Sort-line modifications to accommodate the recovery of aseptic packaging (cartons) and additional plastics
- Additional storage silos for newly recovered materials
- Integration, start-up and testing of the above mentioned Equipment
- Bulk Handling Systems (BHS) was awarded an equipment contract for \$1,725,000; contract signed in late April, 2014. Upgrades to be paid for by BOW MRF retained earnings from past few years; no capital financing required.
- Graef was awarded Architect/Engineer work for the project in April 2014.
- Graef completed the Request for Bid (RFB) for civil work; released in June 2014.
- RFB requested pricing for 3 different options:
 - Option A: completion of work between midnight and 5 a.m., working around MRF operations.
 - Option B: completion of work on 3rd shift and weekends, when MRF is not operating.
 - Option C: any combination of Options A & B (contractor develop their own customized schedule).
 - Bidders to provide number of calendar days for completion and price for each Option.
- On July 2, 2014, a well-attended site visit for interested contractors was held at the MRF.
- Bids were due July 11, 2014. Four bids were received.
- Completion time ranged from 26-150 calendar days; cost ranged from \$271,980-\$478,972.
- Civil work construction budget was \$200,000.
- Because all of the bids exceeded \$250,000, Outagamie County (OC) requires the formation of an Oversight Committee. The Oversight Committee must consist of:
 - A Representative from the County Executive's Office
 - A Property/Airport Committee Member
 - Brian Van Straten (as he is the OC Solid Waste Department Head)
 - Jerry Wittmann (as he is the OC Facilities Engineer)
 - A County Board Chair or representative
 - A Jurisdictional Committee member (OC Highway & Solid Waste)
- An Oversight Committee for this project will be officially formed at the July 22, 2014 OC Board meeting. Before an award can be made, the Oversight Committee must approve the contractor/alternative. OC Solid Waste will be advocating for a shorter construction period.
- Equipment fabrication should be completed by September 2014; civil work construction timeline is unknown until the Oversight Committee convenes and makes an award.
- Best case scenario: bidder is selected by the end of July 2014, a contract is signed in early August 2014, civil work beginning in August 2014 and completed by the end of September 2014.

Tonnage

- Tonnage is up in 2014 compared to 2013 at the BOW MRF.

- January-June, 2013 = 38,621 tons; January - June, 2014 = 47,015 tons (a 22% increase)
- April - June, 2014 exceeded 8,000 tons each month.
- If the recycling tonnage continues this trend, the MRF will exceed 100,000 tons in 2014.

Glass

- On July 1, 2014, the MRF glass buyer, Strategic Materials, announced operational downtime at the East Troy facility.
- The BOW MRF produces over 100 tons of mixed, broken glass per day.
- Strategic Materials' other facility in Minnesota, as well as the other regional glass buyer, E-Cullet, could not handle BOW MRF glass volume.
- As a result, the glass is being used as Alternative Daily Cover (ADC) at the OC landfill until Strategic Materials is back up and running (glass is approved as ADC in OC's Plan of Operation).
- J. Semrau notified Wisconsin Department of Natural Resources (WDNR), on behalf of the BOW MRF, of Strategic Materials' downtime for MRF reporting purposes. WDNR learned the downtime only affects mixed cullet, so color-sorted glass produced by other programs will still be accepted.

Bale Storage Lean Project

- The Bale Storage Lean Project has come to a conclusion.
- Bale storage space will be reduced by approximately 50% after completion of the BOW MRF expansion. During construction itself, bale storage capacity will be extremely limited (~150 bales).
- The MRF produces an average of 350 bales/day.
- MRF solutions implemented:
 - Received permission from WDNR to temporarily store designated bales outside.
 - Purchased ramps; buyers spotted semi trailers.
 - MRF self-contracted bale transportation (to have better control and guaranteed timely pick-up of largest commodity, ONP [old news print]). Edler Brothers was awarded a 6-month contract through the end of 2014 and are shipping bales on second shift.
- After the construction phase, many of the above tactics may continue to be utilized to accommodate the permanent decreased bale storage space.

Outreach/Education

- WC Solid Waste Facebook page has exceeded 900 'Likes.' In May 2014, (last Single Stream report to SWMB) WC Solid Waste was at 600 'Likes.'
- BOW sought Carton Council funding for outreach of new materials. A \$10,000 grant was approved for education on cartons and other new materials.
- BOW drafted educational messages which will be vetted by a BC University of Wisconsin-Extension Focus Group to see which conveys the message in the clearest, most understandable format.
- Beyond the new materials, another educational focus (for the future) will be proper sharps disposal.
- Sharps include needles and lancets used by self-injectors of medication outside a medical facility.

- Sharps are being improperly disposed of with recycling (often in detergent bottles which then spill into the recycling stream or remain in the bottles, warranting opposition and possible material downgrade from plastic buyers).
- OC MRF has had 4 needle stick incidents in 2014.

Single Stream Hauling

- Single stream hauling (transportation) is a BOW shared expense.
- Evaluation of BC compactor installation revealed a positive Return on Investment.
- As a result, a “Transferring Counties Capital, Operating and Hauling Costs Policy” was developed as well as a Letter of Understanding specifically pertaining to BC compactor (which may be installed later this year). Documents are in the final edit stage.
- SWMB Staff are evaluating compactors with Foth (for trash and recycling) and plan to budget for 2015, if approved by the SWMB.

One Source Fire

- The former private single stream recycling processing facility, One Source, in Hobart, sustained a fire on July 9, 2014.
- Multiple fire crews were necessary to extinguish the blaze.
- The One Source facility has not been operational for several years.

Discussion ensued amongst the SWMB members.

8. Discussion – Landfill Gas Operations Update: J. Rabe updated the SWMB with the following landfill gas operations and WPS/Highway revenues.

Landfill Gas Operations – July 15, 2014		
Engine #1	Running at 987 KW	
Engine #2	Running at 850 KW	
Engine #3	Down	Major progress made on disassembly. On schedule for 7/21/14 swap.
Engine #4	Running at 940 KW	Reset emissions, oil change & breather.
Engine #5	Running at 1350 KW	Reset emissions.
Sunnyview Compressor	Compressor A & B running at 47%. Pipeline outflow 1354 scfm.	
Sunnyview Flare	Flare – On; Flow – 631 scfm; Vacuum = -45’’ wc; Blowers 103/104/105 running at 85%	
Sunnyview Gas Field	CH4 = 52.3% O2 = 0.5%	
Snell Rd Flare	Flare – On; Flow – 132 scfm; Vacuum = -15.2’’ wc; Blower 2 running	
Snell Rd Gas Field	CH4 = 47.5% O2 = 2.7%	All wells on Foth’s list have

		been changed to 2” valve/hose.
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- Engine #3 – shut down/tear down for shortblock replacement began on July 7, 2014, with Inland Technicians assistance beginning on July 14, 2014; CR Meyer will be on site on July 21, 2014 for removal of the old shortblock and installation of the new shortblock; on schedule for August 1, 2014 completion.
- Engine #2 – running at reduced capacity; scheduled for 30,000 hour rebuild when Engine #3 is operational.
- WPS/Highway Revenues were \$229,504 for June 2014; on target to meet the 2014 budgeted energy revenue of \$2.8 Million.

Discussion ensued amongst the SWMB members.

9. Future Agenda Items: P. Eisen requested a future Retained Earnings Reservation/SSR Debt Service discussion.
10. Set Next Meeting Date: The next SWMB meeting date is scheduled for August 6, 2014 at 9:00 a.m.
11. Adjournment: Motion to adjourn made by G. Konrad and seconded by M. Easker. Motion carried 6-0. Meeting was adjourned at 10:48 a.m.

Respectfully Submitted,

Kathy Hutter
Confidential Secretary

Approved by SWMB – August 6, 2014