

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

DATE: September 16, 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
Mike Easker
Jerry Finch
Gerry Konrad
Susan Locke
Doug Nelson

EXCUSED: David Albrecht

ALSO PRESENT: John Rabe, Director of Solid Waste
Kathy Hutter, Confidential Secretary
Kurt Pernsteiner, Facility Manager
John Fink, County Executive Assistant
Chris Anderson, Foth Infrastructure & Environment

1. Call to Order: P. O'Brien called the meeting to order at 9:00 a.m.
2. Approve Agenda: Motion to approve the September 16, 2015 agenda, made by J. Finch and seconded by K. Robl. Motion carried 8-0.
3. Public Comments on Agenda Items: None.
4. Announcements/Communications: J. Rabe distributed copies of the Final 2016 Budget Document to the Solid Waste Management Board (SWMB). J. Rabe explained that the Final 2016 Budget Document incorporates a \$1/ton increase in solid waste tipping fee and results in a \$163,672 deficit. J. Rabe updated the Accomplishments & Goals section to reflect comments made by SWMB members at the August 5, 2015 meeting. The Final 2016 Budget Document was reviewed by C. Orenstein, Finance Director and M. Harris, County Executive and will be included in the Executive Board Budget Deliberation Meetings scheduled in late October 2015.

5. Approval of Minutes – September 2, 2015 Open Session: Motion to approve the September 2, 2015 open session minutes, made by K. Robl and seconded by J. Finch. Motion carried 8-0.
6. Discussion – Construction/Operational Reports: K. Pernsteiner updated the SWMB with the following Construction/Operational Report.
 - Construction & Demolition (C&D) Recycling Request for Quote (RFQ)
 - A joint Brown, Outagamie and Winnebago (BOW) County effort seeking qualified bidders for C&D Material Recycling.
 - RFQ is expected to be released by September 18, 2015.
 - C&D tonnage continues to increase at the Sunnyview Landfill/Transfer Station.
 - Diesel Underground Storage Tank Removal/Above Ground Storage Tank Replacement (SW04-15)
 - Removal of diesel underground storage tank (UST) and installation of 2,500 gallon above ground storage tank (AST) were finalized on September 11, 2015.
 - The new AST is registered and operational; waiting for final inspection report from City of Oshkosh Fire Department and soil sample analytical report for the UST closure.
 - Compost Program
 - SWMB Staff are considering the use of a University of Wisconsin - Oshkosh (UWO) student intern to assist in developing a Compost Program at the Sunnyview Landfill in Fall, 2015.
 - A portion of yard waste material collected at the Sunnyview Landfill will continue to be supplied to UWO for use in their biodigester.
- J. Rabe updated the SWMB with the following Construction/Operational Report.
 - Leachate System Modifications Project (SW01-15)
 - Involved abandonment of two (2) existing underground leachate storage tanks located at the Sunnyview Co-Disposal and Sludge Sites, installation of two (2) duplex lift stations and installation of a flow metering manhole located on the south side of the Co-Disposal Site.
 - Last discussed at the August 19, 2015 meeting with approved change orders, increasing the contract amount by \$10,940 to \$590,090; \$600,000 budgeted.
 - Punchlist items are nearly complete; Lift stations & controls need to be finalized.
 - Monthly PCB self-monitoring sample returned with no detection and hydrogen sulfide pre-treatment system (Bioxide) is operational.
 - Vertical Gas Well Installation Project (SW02-15)
 - Involved installation of 18 replacement vertical gas wells, and 9 leachate reinjection wells at Sunnyview Landfill Co-Disposal Site.
 - Original contract amount was \$265,514; change orders decreased the final contract amount to \$260,353. Project funding will come from the Sunnyview Landfill - Long Term Care escrow account.
 - Punchlist items are complete.
 - Four (4) leachate pumps have been installed in the new vertical gas wells in Phases 4, 5 and 6. Leachate recirculation is expected to begin in late September, 2015.

- Refuse and Recyclable Material Collection Services (SW09-15)
 - Container hauling request for proposal (RFP) has been prepared for SWMB container rentals and City of Neenah leased containers.
 - Released RFP has a due date of September 28, 2015.
 - SWMB Proposal consideration will be tentatively scheduled on October 7, 2015.
- Sludge Site Filling Plan
 - Foth Infrastructure & Environment (Foth) is preparing a filling plan for the next phase of the Sunnyview Sludge Site.
- SCADA System Upgrade
 - Foth is working on technical specifications to upgrade the design and improve performance of the SCADA System; RFP will be prepared to solicit vendors to supply/install new equipment.
- Transfer Station Compactors
 - Design finalization is nearly complete; Foth is preparing a public works bid document to solicit contractor pricing for installations.
- Environmental Drilling Services Project (SW08-15)
 - Involves installation of new monitoring wells resulting from an ongoing Wisconsin Department of Natural Resources (WDNR) groundwater investigation at the closed Snell Road Landfill.
 - On September 2, 2015, the SWMB awarded the Drilling Services Project to Sam's Well Drilling for \$21,175.
 - Contract preparation has begun; Sam's Well Drilling is confident completion will occur by October 31, 2015.

Discussion ensued amongst the SWMB.

7. Discussion – Landfill Gas Operations Report: J. Rabe updated the SWMB with the following landfill gas operations report.

Landfill Gas Operations – September 15, 2015			Meter Op. Hours	One-Week Runtime
Engine #1	Running at 987 KW		39684	68
Engine #2	Running at 900 KW		39862	154
Engine #3	Running at 987 KW	Valve adjustment	8825	166
Engine #4	Running at 1060 KW	Oil changed & roof filters replaced	2101	167
Engine #5	Running at 1350 KW	Roof filters replaced	3714	167
Sunnyview Compressor	Compressor A&B running at 56%; Pipeline outflow = 1755 scfm.			
Sunnyview Flare	Flare – Off; Vacuum = -29" wc; Blower 103–Off; 104/105 running at 69%			

Sunnyview Gas Field	CH4 = 53.9% O2 = 0.9%			
Snell Rd Flare	Flare – On; Flow = 87 scfm; Vacuum = -14.0’’ wc			
Snell Rd Gas Field	CH4 = 48.2% O2 = 2.0%			

- WPS/Highway Revenues are \$286,859 for August 2015 (highest revenue month in 2015 and on pace to slightly exceed the budgeted revenues of \$2.8 Million).
- Foth completed Surface Emission Monitoring in late August 2015. No exceedance locations were identified at Snell Road Landfill. Eleven (11) exceedance locations were identified and corrected at Sunnyview Landfill. All exceedance locations passed 10-day remonitoring; 30-day remonitoring will occur in late September 2015.

Discussion ensued amongst the SWMB.

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 purposes 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 Future Landfill Airspace Planning.

Motion made by K. Robl and seconded by J. Finch at 9:25 a.m. to convene into closed session.
Motion carried 8-0 by roll call vote.

9. Return to Open Session and Resume Regular Business: Motion to return to open session at 10:29 a.m. made by J. Finch and seconded by K. Robl. Motion carried 8-0 by roll call vote.

10. Future Agenda Items: None.

11. Set Next Meeting Date: The next SWMB meeting date is scheduled for October 7, 2015 at 9:00 a.m.

12. Adjournment: Motion to adjourn made by K. Robl and seconded by D. Nelson. Motion carried 8-0. Meeting was adjourned at 10:30 a.m.

Respectfully Submitted,

Kathy Hutter
Confidential Secretary

Approved by SWMB – October 7, 2015