

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

DATE: October 1, 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
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
John Fink, County Executive Assistant

1. Call to Order: P. O'Brien called the meeting to order at 9:01 a.m.
2. Approve Agenda: Motion to approve the October 1, 2014 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 announced to the Solid Waste Management Board (SWMB) that the Main Landfill Scale Replacement Project (Project) with Badger Scale (SW08-14) started on September 29, 2014. The replacement scale arrived on site on October 1, 2014 and the contractor plans to install the scale on October 5, 2014. Concrete deck will be poured and cured after scale installation. The Project completion date is scheduled for October 20, 2014 but work is progressing quickly and may allow for an earlier completion date. During the Project the majority of vehicles will be weighed at Landfill Scale #2 with some peak-time overflow traffic handled at the Transfer Station scale.

J. Rabe reported to the SWMB that Kreilkamp Trucking, Inc. (contracted solid waste/recycling hauler for the SWMB Transfer Station) has filed a damage claim for an

incident that occurred on September 22, 2014. Damage was done to a semi trailer tarp and tarping system pole and the claim amount is ~\$220.00. J. Rabe stated he would schedule an agenda item to discuss the process for handling Kreilkamp Trucking damage claims at a future SWMB meeting.

5. Approval of Minutes – September 17, 2014 Open Session: Motion to approve the September 17, 2014 open session minutes, made by J. Finch and seconded by K. Robl. Motion carried 9-0.
6. Discussion – Final 2015 Budget Document Distribution: J. Rabe distributed copies of the Final 2015 Budget Document to the SWMB. J. Rabe explained that the Final 2015 Budget Document incorporates a \$1/ton increase in solid waste tipping fee and results in a \$241,586 deficit. The Budget Detail Summary on page 16 includes the Solid Waste Net Surplus/ (Deficit) with Capital Outlay, Debt Principal and the Fund Adjustment to Net zero; consistent with the Budget process in 2014 and 2013. J. Rabe updated the Accomplishments & Goals section to reflect comments made by SWMB members at the August 6, 2014 meeting. The Final 2015 Budget Document version approved by Finance to submit to the County Board will include pages 2-17 of the SWMB copy.

M. Easker asked for the Standard Rate line to be corrected on page 24 to reflect the 2015 \$40/ton solid waste tipping fee. J. Rabe stated he would make the correction and provide the updated page to the SWMB.

Discussion ensued amongst the SWMB.

7. Discussion – NEWCMG/WCSWMA Fall Conference Report: J. Semrau explained that the Northeast Wisconsin Cooperative Marketing Group (NEWCMG)/Wisconsin Counties Solid Waste Management Association (WCSWMA) Fall Conference was held September 24-25, 2014 in Waupaca, WI. J. Semrau presented the following NEWCMG/WCSWMA Fall Conference Report to the SWMB.

Session Highlights include:

- Case Study: Manitowoc County Municipal Compost Program, Jon Reisenbuechler
 - Manitowoc County composts 14,000 cubic yards/year; 30-35 windrows
 - There is no charge to drop off materials; Manitowoc County charges by the cubic yard for finished product
 - Yard waste, leaves, brush, wood, and garden debris are accepted from residential and commercial customers
 - This program is an active operation with periodic turning, temperature monitoring, grinding and screening
- Utilizing Locally Sourced Timber to Produce Lumber, Mark Dugenski
 - Woodworker M. Dugenski described examples of projects in Marathon County and other areas using timber from trees harvested at the precise location that the structure was to be built.

- Shingle Recycling, Jim Zellmer, Wisconsin Department of Natural Resources (WDNR)
 - Per the 2009 WDNR Waste Characterization Study, ~200,000 tons of shingles are landfilled/year
 - Shingles are the largest component of the construction & demolition (C&D) stream
 - Lower levels of an asphalt road can use up to 20% waste shingles but in practice usually 5% is utilized throughout the asphalt mix
 - The Southeast WI marketplace for shingles is saturated. More waste shingles are recovered than can be used in new asphalt in the region. Hence, shingles are shipped outside of Southeast WI.
 - Other markets for shingles include cold patch, aggregate in road construction, in new shingles and for energy recovery.
 - Asbestos was phased out of shingles in the late 1970s (used until 1983); due to the life cycle of shingles, WDNR expects asbestos to be less of an issue after 2016.
 - Shingles are considered solid waste; collection and transportation must be licensed by WDNR.
 - Shingle Recycling Plan approval and licensing fees are exempted.
 - A Shingle Recycling Plan submitted to WDNR needs to include:
 - Facility layout drawing
 - Waste handling/processing plan
 - Communication to haulers
 - Waste screening plan
 - Health and safety plan
 - Stormwater control plan
 - Quality assurance plan
- Permitting a Shingle Recycling Drop-off Site in Shawano County, Meleesa Johnson
 - Eddie Shepard, Shawano County was not available so M. Johnson, Marathon County delivered the presentation.
 - M. Johnson described Marathon County's experience, a simple process (essentially writing a letter to the Regional Waste Management Specialist outlining the plan and receiving a letter of approval from WDNR)
 - M. Johnson presented E. Shepard's Shawano County experience. Shawano County was among the first in the state under WDNR's new, more formalized procedure for approving shingle recycling programs.
 - Shawano County charges \$32/ton for shingles vs. \$47/ton (solid waste)
 - Marathon County charges \$22/ton for shingles vs. \$42/ton (solid waste)
- Wrap Recycling Action Program (WRAP) Initiative, Nina Butler, Moore Associates
 - The NEWCMG/WCSWMA Conference was lucky to have Nina Butler from the nationally recognized Moore Associates present on WRAP
 - Wisconsin is a national leader (test state) for WRAP.
 - WRAP seeks to recycle other film plastics in plastic bag recycling programs at retail locations.

- In addition to plastic shopping bags, bread bags, produce bags, dry cleaner bags, newspaper bags, Ziploc/storage bags, paper towel/toilet paper/napkin wrap, water/soda case wrap, plastic air pillows (shipping) are all recyclable.
 - WRAP is working to establish additional outlets for film recycling and working with those who do already recycle plastic bags to display signage and accept more film material.
 - There is a significant market for this material (it is valuable).
- Recycling Plastic Film and Bags in Dunn County, Amanda Haffele
 - A. Haffele described the implementation of WRAP in rural Dunn County.
 - Drop-off locations are maintained throughout Dunn County and plastic bags and film were recently added.
 - Plastic bags/film are collected by workers and brought to a central location for baling.
 - Dunn County is also working with local businesses (groceries, shipping/receiving, etc.) on recycling film at the 'back of the store' in their waste management operations.
- E-Cycle Wisconsin Update, Sarah Murray and Amalia Baldwin, WDNR
 - S. Murray summarized the first ever E-Cycle WI Stakeholder meeting that was held in May 2014. The E-Cycle WI Stakeholder meeting was well attended and provided learning and discussion opportunities for registered E-Cycle Collectors and Recyclers.
 - Globally, the recycling of Cathode Ray Tubes (CRTs) is difficult.
 - Only one buyer in India is still using leaded glass in glass-to-glass recycling (5 years ago there were multiple buyers). Other applications for recycling leaded glass are smaller, niche markets, and not currently capable of absorbing all recycled tonnage.
 - Leaded glass (after treatment) can be used in landfills as alternative daily cover (ADC); however the tonnage will NOT count as recycled material (manufacturers' credit).
 - Should the single buyer of leaded glass cease operations, WDNR does have the ability administratively (versus legislatively) to modify recycling requirements for CRT glass.
 - Annually, E-Cycle WI has been recycling more electronics than necessary to meet manufacturer obligations. As a result, recyclers can and are becoming more selective on who they work with, what they will take and amount they charge.
- County Updates
 - Each County provided updates on challenges and successes of major projects they are working on.
 - Waupaca County is struggling with the 40% reduction in WDNR recycling grant funding from the 2011-2013 State biennial budget.
 - Waupaca County is encouraging other Counties and recycling programs around the state to pass resolutions in opposition to the original reduction in grant funding and seeking restoration of recycling grant funding to pre-2011 level of \$32 Million.

- Waupaca County provided a copy of their resolution and letter signed by the Waupaca County Solid Waste Management Board.
- NEWCMG/WCSWMA presented Jeff Beyer, Manitowoc County Public Works Director, with a retirement mug; Jeff also provided a history of the NEWCMG as one of only two founding members still in the group today.
- Overall, the conference was very successful, with interesting sessions and interactive discussion among participants.
- After the official conference, Joe Van Rossum, University of Wisconsin-Extension Solid and Hazardous Waste Education Center held an “Agricultural Film Plastic Recycling Stakeholder Meeting.” Recycling/Solid Waste managers, University of Wisconsin-Extension agents, film recyclers and others discussed current limited agricultural plastic recycling in the state and obstacles to increasing agricultural film recovery.

Discussion ensued amongst the SWMB.

8. Discussion – Regional Recycling Program Update: J. Semrau reported to the SWMB that the last Regional Recycling Program Update was provided at the July 16, 2014 meeting. J. Semrau presented the SWMB with the following Regional Recycling Program Update.

Tri-County MRF (MRF) Upgrade: Civil Work

- The MRF is working to expand with a second (primarily fiber) baler and processing equipment capabilities to handle additional material.
- In July 2014 four (4) bids for the civil work project (with varying timeframes) were received. All four bids exceeded \$250,000 and formation of an Outagamie County (OC) Oversight Committee was required to review the bids.
- The OC Oversight Committee concurred and an award was made to low bidder Miron Construction (Miron) with a price of \$271,980 and a 90-day timeframe in late July 2014. This price was for Option A: completion of work between 5 a.m. and midnight, working around MRF operations.
- OC signed the contract with Miron in mid-August 2014. Miron began work in early September 2014 and the project completion date is slated for November 4, 2014.
- The MRF upgrade work started on September 8, 2014 with concrete cutting/removal for the baler foundation pad; concrete was removed by September 15, 2014. The baler foundation pad was poured and cured by September 20, 2014. A door/opening was also cut into the wall separating the production area from the warehouse for the baler.
- During the week of September 15, 2014 Miron also began cutting concrete for the baler in-feed pit. Excavating this area fell behind schedule as 10”-20” thick concrete, heavily reinforced with rebar (remains of a push wall from old tip floor), an abandoned concrete pit (filled in with sand) encompassed by steel pylons (from old dual stream paper in-feed pit) and an abandoned catch basin drain were unearthed. As of September 29, 2014, in-feed pit excavation continues. Miron is determining the added estimated cost this additional work has added to the project.

- Elsewhere, the walking floor pit was dug during the week of September 22, 2014; Miron will be putting in gravel to prepare to pour walls during the week of September 29, 2014.
- At this point, the project completion schedule has not been impacted by the additional excavation necessary for the baler in-feed pit.

MRF Upgrade: Equipment

- Bulk Handling Systems (BHS) was awarded the equipment contract for \$1,725,000; the contract was signed in late April 2014.
- In-feed belt for the new baler was delivered in early August 2014.
- On September 5, 2014, BHS, Miron and OC held a conference call meeting to coordinate work and schedules. Further coordination occurred via an in-person meeting on September 16, 2014.
- BHS was on-site with the equipment installer contractor September 15-16, 2014.
- BHS is tentatively planning to deliver equipment the week of October 13, 2014 and begin installation on October 14, 2014.
- Installation will begin with the residual station and the conveyor installation coming off the “unders” from the polishing screen.

Bale Storage Lean Project

- During the July 2014 update, J. Semrau reported that bale storage space would be a significant issue during construction.
- OC purchased ramps and trailers were spotted by commodity buyers (steel and various plastic commodities) to increase bale storage space and reduce double handling of baled material. The ramps were delivered late July 2014 and are working effectively.
- Another improvement identified in the Lean process was to cut a door/opening into the MRF bale storage area adjacent to the ramps/trailers (previous access was not direct or efficient).
- OC issued a Request for Bid (RFB) for cutting the door/opening and installation of a new overhead door near the docks/trailers. The site walkthrough occurred on August 11, 2014; bids were due August 19, 2014. The cost estimate for this work was ~\$28,000; OC received two (2) bids (\$47,000 and \$54,000).
- To lower the ramp/trailer access door costs, OC identified work that could be performed by the County and re-bid the project to include purchase of an overhead door and door installation only; re-bid prices ranged from \$13,000 - \$16,000 (depending on door style selected).
- The wall cut was completed by September 29, 2014 and the doorway is now useable and providing better access to the ramps/trailers. Until the overhead door is installed, alternative means are being utilized to secure the doorway at the end of each workday.

Tonnage

- MRF tonnage continues to be up in 2014 (compared to 2013).
- As of September 26, 2014 tonnage was at ~71,900 for the year.
- 2013 year end total was 82,220 tons.
- The MRF is still on pace to process ~100,000 tons in 2014.
- Winnebago County's (WC) 2014 recycling tonnage is up marginally (1%) from 2013.

Recyclable Material Contracts

- Another area of focus for the MRF is securing agreements/contracts for incoming recyclable material.
- Brown, Outagamie and Winnebago County (BOW) municipalities and Advanced Disposal Service (ADS) are under material agreements/contracts, but other municipalities (Door County, Shawano) and haulers (Great America Disposal [Upper MI], Harter's [LaCrosse]) are not.
- Foth Infrastructure & Environmental (Foth) is working with OC staff using the ADS agreement as a basis to develop a standardized contract for these other non-signed entities.

Contamination Memorandum

- OC has noted additional contamination delivered with single stream tonnage this year. As a result, on August 12, 2014 OC issued a memo to all haulers/customers who deliver material to the facility. The memo indicated that contamination causes increased maintenance and downtime as well as increased disposal and operational costs.
- Contamination will be documented and assessed the appropriate item charge (tires, appliances, electronics, trash, including but not limited to, large metal, wood waste, concrete, carpet and other construction waste). In addition to the item charge, it is anticipated as of January 1, 2015, a \$40 "contaminated load" charge will also be assessed to any load requiring special handling.
- Since the memorandum, OC has begun maintaining a contamination report log and billing customers for prohibited items. Facility management/operators report contamination levels seem to be improving since the issuance of the memorandum. In the first month, approximately a dozen incidents were noted. In the past two weeks, only one incident was noted.

Explosive

- On September 15, 2014, a second-shift Valley Packaging Industries (VPI) sorter found a potentially explosive item on the MRF sort line.
- The item, approximately the size of a candy bar, was enclosed in silver packaging and labeled "TNT- 20 GRAMS," "EXPLOSIVES - DANGEROUS" and "IF FOUND, CALL POLICE"
- The OC Sheriff's Office and the Brown County Bomb Squad responded to the scene and the facility was evacuated. The item was detonated at a safe location at the OC Landfill.
- Authorities do not believe the item would have exploded on its own, but the only safe way to dispose of it was to place a countercharge with it and detonate.
- Local media covered the story and the BOW used it as an educational tool to reinforce the need for proper disposal.

Glass

- Glass buyer, Strategic Materials, continues to be unable to accept MRF glass at the East Troy facility or alternate facility in MN.
- The MRF produces over 100 tons of mixed, broken glass per day. Glass is being used as ADC at the OC Landfill until Strategic Materials is back up and running (glass is approved as ADC in OC's plan of operation).
- Strategic Materials' timeframe to accept glass is still undetermined.

Outreach/Education

- WC Solid Waste Facebook page has exceeded 1000 'Likes.'
- Updates on the recycling expansion project, as well as Household Hazardous Waste (HHW), yard materials, recycling factoids, etc. are posted ~3 times/week.
- Residents are also using the site to post questions on recycling and disposal.
- Residents have voiced that they are eager to recycle additional plastics!
- BOW has developed advertising samples for future promotion when new materials are accepted (late November 2014).
- J. Semrau wrote an article which was featured in the WC Wavelength newsletter (May 2014); the article was updated and adopted for use by several WC municipalities (August 2014) and the magazine publication *Staying Green* (September 2014).
- Currently, in collaboration with BOW, WC is developing a new single stream recycling piece which will be made available in large quantities to our Signing Municipalities with the annual distribution of 2015 HHW calendars.
- BOW has secured a Tri-County Single Stream web domain name: www.RecycleMoreTriCounty.org which will feature a link to each County's website and used on joint education and outreach.
- BOW successfully attained a \$10,000 grant from the Carton Council for outreach on the new materials.
- BOW renewed the contract with 4R Ventures, Tracy Romzek, for another year; T. Romzek assists BOW MRF Staff with tours and gives presentations to schools and community organizations in all three counties.

Single Stream Hauling

- Single stream hauling (transportation) is a BOW shared expense.
- Evaluation of Brown County (BC) and WC compactor installation revealed a positive Return on Investment.
- A "Transferring Counties Capital, Operating and Hauling Costs Policy" was approved and BC developed a Letter of Understanding specifically pertaining to the BC compactor (which may be installed late 2014 or early 2015).
- WC is developing its Memorandum of Understanding for the installation of a recycling compactor in 2015.

Miscellaneous

- OC has filled the second shift MRF supervisor position vacated by Brian Van Straten when he stepped into the (Interim) Solid Waste Director role in March 2014. Ryan McNichols has been with OC for fourteen months serving as loader operator, baler operator and (interim) Recycling Foreman.
- OC held an educational session for the VPI sorting staff on first and second shift on September 8, 2014. Construction and equipment installation plans as well as work zones and safety reminders were discussed.
- Representatives from BOW have met with commodity buyers for tours and to gain a greater understanding of their operations and issues. Green Bay Packaging, buyer of Old Corrugated Cardboard (OCC) and Georgia Pacific buyer of Old News Print (ONP) were visited.
- The Town of Winchester recently solicited new pricing for hauling of solid waste and recycling. Two haulers approached WC to inquire about Town of Winchester

becoming a Signing Municipality. The Town of Winchester awarded the solid waste/recycling hauling contract to ADS with the stipulation that the Town of Winchester achieves Signing Municipality status and receives the benefits of being a Signing Municipality (lower tip fee, recycling surplus revenue rebates, participation in WDNR Recycling Consolidation Grant Program agreements, etc.).

- Checks were issued in mid-September 2014 providing 2013 surplus commodity revenue payments to the Signing Municipalities.

Discussion ensued amongst the SWMB.

9. Future Agenda Items: None.

10. Set Next Meeting Date: The next SWMB meeting date is scheduled for October 15, 2014 at 9:00 a.m.

11. Adjournment: Motion to adjourn made by P. Eisen and seconded by S. Locke. Motion carried 9-0. Meeting was adjourned at 10:10 a.m.

Respectfully Submitted,

Kathy Hutter
Confidential Secretary

Approved by SWMB – October 15, 2014