

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

DATE: November 19, 2014

TIME: 9:03 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 (9:12 a.m. - 10:12 a.m.)
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

1. Call to Order: P. O'Brien called the meeting to order at 9:03 a.m.
2. Approve Agenda: Motion to approve the November 19, 2014 agenda, with one change to delay item #6 until John Bodnar, Corporation Counsel and Doug Petraszak, WC Finance arrive, made by K. Robl and seconded by J. Finch. Motion carried 8-0.
3. Public Comments on Agenda Items: None.
4. Announcement/Communications: J. Rabe informed the Solid Waste Management Board (SWMB) that Outagamie County (OC) scheduled a Press Conference and Ribbon Cutting Ceremony at the Tri-County Recycling Facility in Appleton, to announce the addition of cartons and new plastic items into the recycling program. The event will be held on December 1, 2014 starting at 2:00 p.m. and SWMB Staff plan to attend. A formal Open House is tentatively scheduled for January or February 2015. A copy of the invitation was provided to the SWMB Members.
5. Approval of Minutes – November 5, 2014 Open Session: Motion to approve the November 5, 2014 open session minutes, made by K. Robl and seconded by J. Finch. Motion carried 8-0.

7. Discussion/Action – Municipal Solid Waste/Recycling Agreement for the Town of Winchester: J. Rabe explained to the SWMB that since the November 5, 2014 meeting, he worked with Stuart Herro, Attorney, DeWitt Ross & Stevens to develop legal documents that would enable the SWMB to use existing Municipal Solid Waste/Recycling (MSW/SSR) Agreements for the Town of Winchester.

J. Rabe presented the Joinder to County/Municipal Recycling Agreement and the Joinder to Local Government Support of Winnebago County Solid Waste Management System Agreement (MSW/SSR Agreement Joinders), developed by DeWitt Ross & Stevens, to the SWMB. The MSW/SSR Agreement Joinders reference existing MSW/SSR Agreements (including extensions and amendments) and will bind the Town of Winchester to existing SWMB MSW/SSR Agreements under current terms. J. Rabe explained that with SWMB approval, he will forward the MSW/SSR Agreement Joinders to the Town of Winchester for consideration at a December 2014 Town Board meeting. The MSW/SSR Agreement Joinders are intended to be effective January 1, 2015.

Discussion ensued amongst the SWMB.

Motion to accept the Joinder to County/Municipal Recycling Agreement and Joinder to Local Government Support of Winnebago County Solid Waste Management System Agreement as presented and forward said Joinders to the Town of Winchester, made by J. Finch and seconded by G. Konrad. Motion carried 8-0. (M. Easker abstained).

8. Discussion – Landfill Gas Operations Update: J. Rabe updated the SWMB with the following landfill gas operations.

Landfill Gas Operations – November 18, 2014		
Engine #1	Running at 987 KW	
Engine #2	Running at 987 KW	Oil change
Engine #3	Running at 987 KW	
Engine #4	Running at 1000 KW	
Engine #5	Running at 1426 KW	Online at 1:00 p.m. on November 17, 2014
Sunnyview Compressor	Compressor A & B running at 57%. Pipeline outflow = 1868 scfm.	
Sunnyview Flare	Flare – Off; Vacuum = -36’’ wc; Blower 103 off; 104/105 running at 75%	
Sunnyview Gas Field	CH4 = 52.3% O2 = 1.0%	
Snell Rd Flare	Flare – On; Flow = 75 scfm; Vacuum = -17.5’’ wc; Blower 2 running	
Snell Rd Gas Field	CH4 = 49.6% O2 = 2.0%	

- WPS/Highway Revenues were \$249,064 for October 2014; January - October revenue is ~\$2.5 Million. 2014 total revenues are estimated at \$3.0 Million (budgeted revenues are \$2.8 Million).
- GE/Inland installed an improved gear train on Engine #5 at no cost to the SWMB. The gear train installation created 7 days of downtime (estimate was 5 days); cleanup and leak checks are being completed by the Solid Waste (SW) Maintenance Technician. J. Rabe will have a follow-up discussion with Inland to review the downtime extension and other issues brought up by the SW Maintenance Technician.
- Foth Infrastructure & Environmental (Foth) completed monthly gas well monitoring at Snell Road Landfill on November 18, 2014 and is currently performing gas well monitoring at Sunnyview Landfill. Foth reported gas wellhead freeze-ups at Snell Road Landfill and recommend general cold weather maintenance on gas wellheads and pumps.
- Surface emissions monitoring for the 4th quarter is scheduled to begin on December 1, 2014.

Discussion ensued amongst the SWMB.

9. Closed Session – 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 purpose 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 the following:
 - a. 2015 Standard Rate Schedule
 - b. 2015 Container Rental & Lease Program RatesMotion made by K. Robl and seconded by J. Finch at 9:28 a.m. to convene into closed session. Motion carried 9-0 by roll call vote.
10. Return to Open Session to Resume Regular Business: Motion to return to open session at 9:58 a.m. made by J. Finch and seconded by M. Easker. Motion carried 9-0 by roll call vote.
11. Discussion/Action – 2015 Standard Rate Schedule: Motion to accept the 2015 Standard Rate Schedule as presented by SWMB Staff, made by D. Albrecht and seconded by J. Finch. Motion carried 9-0.
12. Discussion/Action – 2015 Container Rental & Lease Program Rates: Motion to accept the 2015 Container Rental & Lease Program Rates as presented by SWMB Staff, made by D. Albrecht and seconded by J. Finch. Motion carried 9-0.
6. Discussion/Action – Damage Claims Procedure: J. Rabe explained to the SWMB that at the October 1, 2014 meeting SWMB Members requested further discussion to determine if the SWMB should bypass the Winnebago County (WC) Damage Claims Procedure (Procedure) to settle minor damage claims. J. Rabe explained to the SWMB that the current Procedure requires Staff to immediately investigate damage incidents and forward the information to D. Petraszak. D. Petraszak works with the WC insurance company to determine at-fault and acceptable payment amount for claims. Damage claims are also reviewed by the Personnel

and Finance Committee and WC Board to determine if payment should be awarded. J. Rabe stated that prior to today's SWMB meeting, he had conversations with J. Bodnar and D. Petraszak who both recommended that the SWMB continue to use the current Procedure and utilize the WC contracted insurance company to determine at fault for all damage claims.

Discussion ensued amongst the SWMB.

No action taken by the SWMB.

13. Future Agenda Items: D. Nelson asked J. Rabe to schedule employee introductions during SWMB meetings and/or during a future facility tour.
14. Set Next Meeting Date: The next SWMB meeting date is scheduled for December 3, 2014 at 9:00 a.m.
15. Adjournment: Motion to adjourn made by M. Easker and seconded by J. Finch. Motion carried 9-0. Meeting was adjourned at 10:12 a.m.

Respectfully Submitted,

Kathy Hutter
Confidential Secretary

Approved by SWMB – December 3, 2014