

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

DATE: December 20, 2023

TIME: 9:01 a.m.

LOCATION: Solid Waste Administration Office
100 W. County Road Y
Oshkosh, WI

PRESENT: Jim Wise, Secretary
Mike Easker
Paul Eisen
Jerry Konrad
Kevin Konrad
Howard Miller
Shanah Zastera (9:02 a.m. – 9:45 a.m.)

EXCUSED: Doug Nelson, Vice Chairman

ALSO PRESENT: John Rabe, Director
Kathy Hutter, Operations Manager
Cassie Stadtmueller, Office Supervisor

1. Call to Order: J. Wise called the meeting to order at 9:01 a.m.
2. Approve Agenda: Motion to approve the December 20, 2023, agenda, made by J. Konrad and seconded by K. Konrad. Motion carried 6-0.
3. Public Comments Within Jurisdiction of the Solid Waste Management Board: None.
4. Communications Shared by Solid Waste Management Board Members: P. Eisen informed the Solid Waste Management Board (SWMB) that there was a Public Notice for Bids and Proposals in the Oshkosh *Northwestern* on December 8, 2023, for the Transfer Station Floor Replacement. J. Rabe explained to the SWMB that this was posted on DemandStar, and bids are due January 4, 2024.
5. Approval of Minutes – December 6, 2023, Open Session: Motion to approve the December 6, 2023, Open Session, made by J. Konrad and seconded by M. Easker. Motion carried 7-0.

6. Discussion/Action – 2024 Budget Adjustment for Emergency North MSW Compactor Rebuild:

K. Hutter presented the 2024 Budget Adjustment for Emergency North MSW Compactor Rebuild to the SWMB as follows:

- National Waste LP (formerly JMEC) installed our waste compactors approximately 7 years ago
- There has been quarterly inspections done on the compactors since initial installation
- During the inspection at the beginning of December 2023, the service technician informed us that the main seal on the ram in the compactor is leaking
 - 400 gallons of hydraulic fluid being held back by the damaged seal
 - The seal cannot be solely replaced
 - The ram is not riding on the rails properly
 - Internal wearing
- Service technician recommends a rebuild on the ram to repair the seal, replace the hold downs and lining of the compactor

K. Hutter explained that according to the National Waste LP the compactors we have installed typically last 6-8 years before a rebuild needs to be done.

K. Hutter explained that she contacted Brown County who uses the same compactors and they've done this repair multiple times and it is not unusual.

K. Hutter explained that the repair of the ram would be \$97,743.85. K. Hutter further explained to replace the unit with a brand-new compactor would be approximately \$325,000.

K. Hutter explained the rebuild can be done within the first quarter and National Waste LP has the dates January 15-18, 2024, set aside to do the repairs upon approval.

K. Hutter explained that this was an unplanned repair and is not budgeted. K. Hutter further explained that this will be capitalized as a BOW shared expense.

M. Easker asked how long it will take to capitalize. K. Hutter explained that it will be 5-years and we will continue general maintenance on the unit.

P. Eisen asked if it will be taken out retained earnings to cover the expense. J. Rabe explained that there will be a budget adjustment done so it will be covered by our revenues or retained earnings.

Discussion ensued amongst the SWMB.

Motion to approve the 2024 Budget Adjustment for Emergency North MSW Compactor Rebuild for \$97,743.85, made by J. Konrad and seconded by H. Miller. Motion carried 7-0.

7. Discussion/Action – Capital Improvement Projects 2024-2028: J. Rabe presented the 5-Year Capital Improvement Plan (2024-2028) to the SWMB as follows:

- 2024:
 - Snell Road Office Renovation - \$120,000
 - Replacement Scale (Unattended) - \$250,000

- Compact Track Loader - \$100,000
- 2025:
 - Replacement Front End Loader - \$300,000
 - Mini Excavator - \$100,000
 - Engine/Generator #3 Replacement - \$1,000,000
- 2026:
 - Replacement North Waste Compactor - \$400,000
 - Replacement South Waste Compactor - \$400,000
- 2027:
 - Replacement Front End Loader - \$300,000
- 2028:
 - Replacement Recycling Compactor - \$300,000

J. Rabe explained to the SWMB that 2024 Capital Projects listed above were included in the 2024 Budget.

H. Miller asked in the replacement of the North MSW Compactor in 2026 is the same compactor the SWMB approved the rebuild on. J. Rabe explained that it is the same compactor, and we would reassess the need for replacement closer to 2026.

P. Eisen asked why we don't replace the North MSW compactor now if it is set to be replaced in 2026. J. Rabe explained that it is just a placeholder for now and we would reassess what/if any replacement or repairs are needed at that time.

Discussion ensued amongst the SWMB.

Motion made by M. Easker and seconded by S. Zastera, to move the North MSW Compactor Rebuild to the CIP in 2024 and move the replacement of the North MSW Compactor to 2028. Motion carried 7-0.

Motion to approve the amended 5-Year Capital Improvement Plan (2024-2028) made by, M. Easker and seconded by K. Konrad. Motion carried 7-0.

8. Discussion/Action – Landfill Gas Pipeline Compliance Services (2024-2026): J. Rabe presented the 2024-2026 Landfill Gas Pipeline Compliance Services proposal to the SWMB as follows:
- Utility Safety & Design Inc (USDI) previously authorized for 2021-2023 landfill gas pipeline compliance services; USDI is highly knowledgeable in pipeline compliance and are quick to address any concerns from County personnel or the Public Service Commission. USDI also has good rapport with Public Service Commission personnel.
 - \$35,000 included in 2024 Budget
 - USDI provided a three-year term proposal – \$32,400 for 2024 (\$2,700 monthly), \$33,000 for 2025 (\$2,775 monthly), and \$34,200 for 2026 services (\$2,850 monthly).
 - Request SWMB authorization for 3-yr agreement with USDI

M. Easker asked why the pipeline compliance services are required. J. Rabe explained that we are regulated by the Public Service Commission because the landfill gas pipeline leaves our site.

Discussion ensued amongst the SWMB.

Motion made by H. Miller and seconded by S. Zastera, to authorize a three (3) year agreement with USDI for \$99,600 for 2024-2026 services. Motion carried 7-0.

9. Director's Report: J. Rabe presented the Director's Report to the SWMB as follows:
- Landfill/Transfer Station Operations
 - Waste hauling continues with BEST Enterprises to the Brown County (BC) and Outagamie County (OC) landfills (majority going to the BC landfill)
 - MSW concrete floor replacement Request for Bid on the street – pre-bid meeting held on December 13, 2023 and bids will be due January 4, 2024
 - Landfill Gas to Energy (LFGTE) Operations
 - LFGTE operations continue running either 2 or 3 engines during on-peak generation times (approx. 500-750 cfm); 1 or 2 engines during off-peak hours (400-550 cfm); periodic flare operation continues when necessary
 - WPS Revenue Summary: November 2023 generation = \$56,201 and 2023 YTD = \$666,407 (\$400,000 included in 2023 Budget)
 - Engine 5 Decommissioning: continue working to sell engine/genset parts (Energy Dynamics) and scrap container and other associated equipment

Discussion ensued amongst the SWMB.

10. Future Agenda Items: None at this time.

11. Set Next Meeting Date: The next SWMB meeting date is scheduled for January 17, 2024, at 9:00 a.m.

12. Adjournment: Motion to adjourn made by P. Eisen and seconded by J. Konrad. Motion carried 7-0. Meeting was adjourned at 9:45 a.m.

Respectfully Submitted,

Cassie Stadtmueller
Office Supervisor

Approved by SWMB – January 17, 2024