

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

DATE: February 19, 2020

TIME: 9:00 a.m.

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

PRESENT: Pat O'Brien, Chairman
David Albrecht, Vice Chairman
Paul Eisen, Secretary
Susan Locke
Doug Nelson

EXCUSED: Mike Easker
Gerry Konrad

ALSO PRESENT: John Rabe, Director of Solid Waste
Cassie Stadtmueller, Administrative Associate
Kurt Pernsteiner, Operations Manager
Zach Moureau, Environmental Manager
Kathy Hutter, Recycling Program Manager
John Fink, Executive Assistant

1. Call to Order: P. O'Brien called the meeting to order at 9:00 a.m.
2. Approve Agenda: Motion to approve the February 19, 2020 agenda, made by D. Albrecht and seconded by S. Locke. Motion carried 5-0.
3. Public Comments on Agenda Items: None.
4. Announcements/Communications: J. Rabe informed the Solid Waste Management Board (SWMB) that we received the occupancy permit from the City of Oshkosh for the new administration building on January 24, 2020.

J. Rabe informed the SWMB that a dedication plaque was made for the new administration building and is installed in the entrance vestibule.

J. Rabe informed the SWMB that we received a thank you card from Sally Robl for the plant and card we sent to Ken Robl's funeral.

J. Rabe informed the SWMB that the tracked Kubota arrived this week for the landfill gas staff. J. Rabe explained this was a capital item that was budgeted for 2020 and we were able to get pricing from our previous request for bid/contract.

K. Hutter informed the SWMB that the annual Clean Sweep event will take place on Friday, April 24, 2020 at the Winneconne-Poygan Fire Station and the Fox Crossing Municipal Complex Street Garage. K. Hutter distributed brochures.

Discussion ensued amongst the SWMB.

5. Approval of Minutes – January 15, 2020 Open Session: Motion to approve the January 15, 2020 open session minutes, made by D. Albrecht and seconded by P. Eisen. Motion carried 5-0.
6. Discussion/Action – 2019 Tonnage and Hauling Report: K. Pernsteiner presented the 2019 Tonnage and Hauling Report (Report) to the SWMB. K. Pernsteiner reviewed Winnebago County (WC) Transfer Station operations and hauling statistics in the Report.

K. Pernsteiner presented the following 2019 Tonnages to the SWMB:

**Winnebago County Solid Waste Customers
2018-2019 Tonnage Summary
Preliminary Report**

TRANSFER STATION – WINNEBAGO COUNTY

<u>Waste Type</u>	<u>2018</u>	<u>2019</u>
Residential/Municipal	40,785	42,304
Commercial	27,466	24,584
Industrial	20,387	16,355
Construction/Demolition	12,543	19,525
Subtotal Transfer Station	101,181	102,768

DIRECT HAULS - OUTAGAMIE COUNTY NORTHEAST LANDFILL

<u>Waste Type</u>	<u>2018</u>	<u>2019</u>
Residential/Municipal	7,455	7,811
Commercial	3,058	3,753
Industrial	2,016	4,644
Construction/Demolition	1,137	3,512
Auto Shredder Fluff	29,609	31,819
WWTP Sludge	742	530
Papermill Sludge	10,848	12,703
Foundry Sand	668	840
Boiler Ash	151	165

Power Plant Fly Ash	12,774	9,639
Street Sweepings	2,150	2,620
Miscellaneous/Special Wastes	724	1,014
Subtotal Directs Hauls	71,331	79,050
TOTALS TRANSFER STATION/DIRECT HAUL	172,512	181,818
RECYCLED MATERIALS - VARIOUS LOCATIONS		
<u>Waste Type</u>		
Single Stream Recycling	14,746	15,534
Construction/Demolition	4,847	0
Asphalt Shingles	1,206	345
Grass/Yard Waste	1,757	2,650
Tires	82	90
Subtotal	22,638	18,619
GRAND TOTAL	195,150	200,437

Brown/Outagamie/Winnebago Tonnage Reports

2018/2019 Tonnage Summary

Preliminary Report

	<u>2019</u>	<u>2018</u>
Brown	254,858	232,997
Outagamie	262,581	216,100
Winnebago	181,818	173,665
BOW Shared (MRF and Landfill)	32,331	28,515
BOW Shared (Landfill Reduction)	0	51,649
Totals	731,589	702,926

7. Discussion/Action – Authorize Engineering Services for 2020 Sunnyview Landfill Maintenance Project: Z. Moureau presented details of a proposal for Engineering Services for the 2020 Sunnyview Landfill Maintenance Project to the SWMB as follows:

- Included in the 2020 budget was completion of a maintenance project at the Sunnyview Landfill similar to the maintenance project completed at the Snell Road Landfill last year. A kickoff meeting was held with Foth Infrastructure & Environment (Foth) on January 16, 2020 to discuss items that need repair. Repairs include installation of new header piping to increase vacuum to Landfill Gas (LFG) extraction points along the north and northeast slopes, settlement repair, repair of broken valves and damaged piping, abandonment of leachate recirculation injection wells, replacement of damaged

- gas wells, and several other final cover repairs. These repairs will improve the gas collection system efficiency and several repairs are regulatory compliance items.
- Foth submitted a proposal which includes preparation of initial design specifications, regulatory compliance documentation, bidding documents, construction administration, field observation and a construction observation report upon project completion. The proposal includes on-site part-time construction quality assurance in order to certify the construction observation report.
 - Estimated engineering costs are \$54,400. Included in the 2020 Budget for engineering services for this project was \$47,000. Increase is due to additional items added to the scope of work since budget time last year.
 - Project will be bid out in March/April timeframe with work to be completed between May and July 2020. The project will only take approximately four weeks but we will likely allow the contractor to perform work intermittently throughout the Summer. Construction cost estimate for the repair items is \$220,340 with a 15% contingency. \$200,000 was budgeted for 2020 but the scope has increased slightly since last year's budget preparation.
 - Request SWMB approval to authorize \$54,400 to Foth for Engineering Services for the 2020 Sunnyview Landfill Maintenance Project.

Motion to authorize \$54,400 to Foth for Engineering Services for the Sunnyview Landfill Maintenance Project, made by D. Nelson and seconded by D. Albrecht. Motion carried 5-0.

8. Discussion– Landfill/Transfer Station Operations Update: K. Pernsteiner presented the Landfill/Transfer Station Operations Update to the SWMB as follows:
- Transfer Station demolition and remodel project schedule
 - Transfer Station demolition and remodel project photos
 - Transfer Station network fiber optic line incident February 10, 2020
 - Excavation subcontractor damaged the fiber optic line feeding the Transfer Station and Landfill during excavation for foundation removal
 - As a result, the computers and phones in the new Landfill/Administration Office were down for over a day until repairs could be made
 - K. Pernsteiner worked with Patty Francour/IS Director and her staff to get the fiber optic line repaired and network connections restored to the office
 - K. Pernsteiner is working with Doug Petraszak in our Finance Department to work through the insurance and claims procedure

Discussion ensued amongst the SWMB.

9. Discussion – Recycling/Diversion Program Updates: K. Hutter presented the Recycling/Diversion Program Updates to the SWMB as follows:
- Work on the Tri-County Material Recovery Facility (MRF) Pre-sort Cabin Construction nearly complete; waiting for warm weather to finish exterior painting, spray foam installation and commissioning of a/c unit.
 - Tri-County MRF Equipment Replacement project was awarded to BHS; General Arrangement drawings under review. Project timeline TBD, dependent on the OEM delivery dates.

- Tri-County MRF tonnage through 4th quarter 2019 = 103,924 tons vs. 112,126 tons through 4th quarter 2018. 2019 budget was based on 105,000 tons.
- Composite commodity prices remain stagnant. 2020 Market Adjustment Fee was added to the MRF single stream recycling (SSR) gate rate to offset market losses.
- Brown, Outagamie and Winnebago (BOW) Recycling Staff will be working with Karma Group to develop a Tri-County Recycling Communications, Marketing and Education Strategic Plan for future combined marketing and education efforts.
- Joanne Gorski, Outagamie County's (OC) Recycling & Resource Recovery Administrator retired on January 31, 2020. No timeframe yet available for filling the position. OC's remaining SSR Staff, Landfill Administrator, Brown County and Winnebago County (WC) recycling Staff are sharing the job duties for the time being.
- WC's total SSR tonnages, systemwide:

<u>Month</u>	<u>2020</u>	<u>2019</u>
January	1437.26	1437.72
- January SSR tonnage & loads through WC Transfer Station:

<u>Tons</u>	<u>2020</u>	<u>2019</u>
Inbound	1219.03	1239.82
Outbound	1212.84	1232.68
# Loads Shipped	63	62
Average Tons Per Load	19.26	19.62

Discussion ensued amongst the SWMB.

10. Discussion – Landfill Gas/Long-Term Care Operations Update: Z. Moureau presented the Landfill Gas/Long-Term Care Operations Update to the SWMB as follows:

- Energy revenue from January (\$162,445) increased from December (\$157,118). Engines #2R and #3 were off for one week for the recloser installation but Engines #4 and #5 were running during this time. Following completion of the recloser installation, three engines were running (mainly Engines #2R, #3, and #5) for the remainder of January.
- We currently have Engines #2R, #4, and #5 running at full load. On Monday, an oil leak was noted on the turbocharger of Engine #3. We will use the turbocharger from Engine #2 in Engine #3; however, the turbocharger on Engine #2 has approximately 94,000 hours on it and has been overhauled several times. We will purchase a new turbocharger and repair the leak on the turbocharger from Engine #3 to be available as a spare.
- Engine #5 and engine #2R stack testing occurred last week. No issues encountered during the testing process.
- February LFG monitoring occurring this week.
- The Snell Road Landfill recloser replacement project was completed on January 17th. During this project WPS also replaced the primary metering rack.
- Both the recloser replacement project and the Engine 2R project are complete. The combined capital cost from both projects was approximately \$10,000 lower than the SWMB authorized amounts from 2018 and 2019 for these two projects

Discussion ensued amongst the SWMB.

11. Future Agenda Items: None at this time.
12. Set Next Meeting Date: The next SWMB meeting date is scheduled for March 18, 2020 at 9:00 a.m.
13. Adjournment: Motion to adjourn made by D. Albrecht and seconded by D. Nelson. Motion carried 5-0. Meeting was adjourned at 10:33 a.m.

Respectfully Submitted,

Cassie Stadtmueller
Administrative Associate

Approved by SWMB – April 15, 2020