

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

DATE: March 15, 2017

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
David Albrecht
Mike Easker
Jerry Finch
Susan Locke
Doug Nelson

EXCUSED: Gerry Konrad

ALSO PRESENT: John Rabe, Director of Solid Waste
Kurt Pernsteiner, Solid Waste Operations Manager
Kathy Hutter, Recycling Program Manager
Eileen McCoy, Solid Waste Parks Specialist (9:00 a.m. – 9:58 a.m.)
John Fink, County 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 March 15, 2017 agenda, made by K. Robl and seconded by J. Finch. Motion carried 8-0.
3. Public Comments on Agenda Items: None.
4. Announcements/Communications: J. Rabe explained to the Solid Waste Management Board (SWMB) that the Administrative Associate – Solid Waste position recruitment has been postponed until April 2017.

J. Rabe notified the SWMB the vacant Equipment Operator position was filled and the new employee will start on March 20, 2017.

J. Rabe notified the SWMB of the Annual Responsible Unit of Government (RUG) Financial and Informational Meeting to be held at 9:00 a.m. on Tuesday, April 25, 2017 at the J.P. Coughlin Center, Meeting Room B in Oshkosh. J. Rabe explained that the 2016 RUG Financial & Information Meeting reports will be presented to the SWMB at an April 2017 Meeting.

P. Eisen notified the SWMB that an Invitation to Bid for Sludge Site Final Cover Construction at the Sunnyview Landfill was published in the March 7, 2017 print edition of the Oshkosh *Northwestern*. Bids are due on March 30, 2017.

5. Approval of Minutes – February 15, 2017 Open Session: Motion to approve the February 15, 2017 open session minutes, made by K. Robl and seconded by S. Locke. Motion carried 7-0. D. Nelson abstained.

6. Discussion/Action – Ken Robl Conservation Park Planning Update: J. Rabe introduced Eileen McCoy to the SWMB and explained that she is a temporary employee who will assist Staff as a Parks Specialist. E. McCoy's hire date was effective March 1, 2017. J. Rabe presented the following Ken Robl Conservation Park (KRCP) Planning Update to the SWMB.
 - SmithGroup JJR updated the KRCP master plan drawing and cost estimate. J. Rabe distributed copies of the updated master plan drawing and cost estimate to SWMB members and discussed the updates. J. Rabe indicated that some construction cost estimates, such as paving and tree/shrub planting may be adjusted as Design/Engineering gets underway. J. Rabe explained that a wetlands delineation, and fish population/habitat study will be considered prior to construction.
 - J. Rabe and E. McCoy will meet with R. Way, Winnebago County (WC) Parks Director to discuss the KRCP updated design and operational details, and to assess the level of commitment of the WC Parks Committee and Staff for future KRCP operations.
 - SmithGroup JJR will contact Wisconsin Department of Natural Resources (WDNR) to discuss grant options (deadline is May 1, 2017).
 - Staff will plan to finalize KRCP development plans and specifications in April/May 2017.
 - The 2017 Budget includes \$1 Million for construction costs and \$150,000 for Consulting/Design of the KRCP.

J. Rabe asked the SWMB to consider the revised KRCP master plan drawing and cost estimate and provide authorization for SWMB Staff to move forward with KRCP Planning.

Motion made by D. Albrecht and seconded by D. Nelson, to authorize SWMB Staff to continue KRCP Planning with the revised master plan drawing and cost estimate not to exceed \$1,150,000 (2017 Budgeted amount), subject to Staff returning to the SWMB for final approval on contractor bids.

M. Easker requested that SWMB Staff affirm WC Park's Department willingness to assist the SWMB with KRCP operation and maintenance prior to moving forward with Planning. J. Rabe indicated that he will meet with R. Way and the Parks Committee to determine the extent of the Parks Department's commitment prior to moving forward with KRCP Design/Engineering.

Discussion ensued by the SWMB.

D. Nelson withdrew second. D. Albrecht's motion died due to lack of a second.

Motion made by P. Eisen and seconded by D. Nelson, to authorize SWMB Staff to continue KRCP Planning with the revised master plan drawing and Design/Engineering cost estimate not to exceed \$62,600, contingent upon satisfying SWMB requests as discussed. Motion carried 8-0.

7. Discussion/Action – Transfer Station Safety Program Proposal: K. Pernsteiner presented the Transfer Station Safety Program Proposal to the SWMB as follows.
- K. Pernsteiner is working with the WC Safety Committee on selecting Safety Training Videos, including:
 - Blood Borne Pathogens (BBP)
 - Hazard Communication (HazCom)
 - Slips/Trips/Falls
 - Industrial Safety
 - The Safety Committee is also working with Brian Margan from Willis to find additional Safety Training Videos.
 - The 2017 Solid Waste Safety Program training dates are April 25, 2017, June 27, 2017 and October 31, 2017. Topics to be covered include: Fire Extinguishers, First Aid, Hearing Conservation, Personal Protective Equipment (PPE)/HazCom, BBP, Hand/Power Tools Safety, Transfer Station Operations, Heat Stress Awareness, Confined Space/Lockout Tag out, Forklift Operations, and High Reach Lift/Spill Prevention.
 - In November 2016, K. Pernsteiner was tasked with reviewing Transfer Station Safety Policy and Procedure along with Transfer Station Operations and Assessment.
 - K. Pernsteiner contacted Erik Lietz, Ayres Associates to inquire about safety consulting services for WC Transfer Station operations. E. Lietz forwarded the inquiry to John Schueler, Area Safety Manager, Pellitteri Waste Systems. J. Schueler was not able to provide a cost proposal or scope of services for the WC Transfer Station. J. Schueler indicated that he was willing to meet with K. Pernsteiner at the Wisconsin Integrated Resource Management Conference in March 2017; J. Schueler did not attend the Conference. When K. Pernsteiner contacted J. Schueler again he stated that he may be able to meet at a later date but was not sure he could deliver exactly what K. Pernsteiner requested.
 - K. Pernsteiner met with C. Doverspike, Operations Manager, Brown County Port & Resource Recovery and B. Long, Solid Waste Superintendent, Outagamie County in February 2017 to discuss Transfer Station Safety. They referred K. Pernsteiner to William Lindberg from Lindberg Compliance Services Group, LLC (Lindberg Compliance).
 - K. Pernsteiner contacted W. Lindberg in February 2017; W. Lindberg provided K. Pernsteiner with a Proposal for Services for safety at the WC Transfer Station.
 - K. Pernsteiner is also working with vendors to select a new safety camera and monitoring system for use at the Landfill and Transfer Station.
 - K. Pernsteiner received product information from Per Mar Security, CC&N and Faith Technologies and will consider various options and work with the WC Information/Technology Department to find the best solution to fit Landfill and Transfer Station needs.

K. Pernsteiner presented the SWMB with a February 27, 2017, Safety Program Proposal developed by Lindberg Compliance. K. Pernsteiner explained that the Proposal’s scope of services include an audit of the existing program to develop suggested remedial action, and site assessment/monitoring to be performed by a Senior Industrial Hygienist/Safety Professional. The proposed fees are \$2,400 for the program audit and \$150/hour for the site assessment/monitoring. K. Pernsteiner asked the SWMB to authorize Staff to contract with Lindberg Compliance for the services and fees outlined in the February 27, 2017 Service Proposal.

Discussion ensued amongst the SWMB.

Motion made by P. Eisen and seconded by J. Finch, to authorize Staff to work with Lindberg Compliance Services Group, LLC for the scope of services and fees included in the February 27, 2017 Proposal. Motion carried 8-0.

8. Discussion – Sludge Site Closure Planning Update: J. Rabe presented the following Sludge Site Closure Planning Update to the SWMB.

- Riverview Construction (Riverview) started hauling Wisconsin Public Service (WPS) ash for the beneficial use project on February 6, 2017 and ran out of ash on March 10, 2017; ash hauling/placement is currently suspended to build up the backlog of material.
- Riverview completed the installation of ~3,700 lateral feet of lateral gas vent piping, 26 vertical passive vent pipes, (8) solar vent flares on passive vents (to augment existing solar vent flare at GV-10 – the other 17 are capped), and first 250’ section of gravel haul road and tracking pad.
- Riverview will continue ash hauling/placement activities the week of March 20, 2017 or March 27, 2017.
- Foth Infrastructure & Environment (Foth) prepared the proposal for Final Cover Design/CQA Engineering Services.
- Bidding schedule: Pre-Bid Meeting is on March 16, 2017; bids are due on March 30, 2017 with Bid Award to be scheduled for the April 5, 2017 or April 19, 2017 SWMB meeting; construction would begin ~May 15, 2017 (estimated 90-day construction duration).
- Construction and Engineering costs are “Non-Budget” and will be paid from the current Wisconsin Department of Natural Resources (WDNR) Closure Escrow Account (December 31, 2016 Balance = \$2 Million).

Discussion ensued amongst the SWMB.

9. Discussion – Landfill Gas Operations Update: J. Rabe updated the SWMB with the following LFG operations report.

Landfill Gas Operations – March 13, 2017			Meter Op. Hours	One-Week Runtime
Engine #1	Out of service	Fire damage	0	0
Engine #2	Running at 920 KW		48881	167

Engine #3	Running at 987 KW		19110	157
Engine #4	Running at 1020 KW		13042	161
Engine #5	Down for decoke	85% complete	14653	3
Sunnyview Compressor	Compressor A off; B – running at 60%. Pipeline outflow = 978 scfm.			
Sunnyview Flare	Flare – Off; Vacuum = -12’’ wc; Blower 103/104 running at 49%; 105–Off			
Sunnyview Gas Field	CH4 = 55.3% O2 = 0.9%			
Snell Rd Flare	Flare – On; Flow = 91 scfm; Vacuum = -16.0’’ wc			
Snell Rd Gas Field	CH4 = 49.9% O2 = 1.3%			

- WPS/Highway Revenues are \$192,014 for February 2017; Budgeted revenues are \$2.6 Million for 2017.
- Foth will be completing monthly monitoring during the week of February 13-17, 2017.
- Engine #1 Loss - \$440,000 for actual cash value claim (applied to 2016); \$363,000 for lost revenue claim (applied to 2017); total settlement of \$803,000.

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 April 5, 2017 at 9:00 a.m.

12. Adjournment: Motion to adjourn made by J. Finch and seconded by S. Locke. Motion carried 8-0. Meeting was adjourned at 10:26 a.m.

Respectfully Submitted,

Kathy Hutter
Recycling Program Manager

Approved by SWMB – April 5, 2017