

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

DATE: March 16, 2022

TIME: 9:02 a.m.

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

PRESENT: Pat O'Brien, Chairman  
David Albrecht, Vice Chairman  
Paul Eisen, Secretary  
Mike Easker  
Kevin Konrad  
Doug Nelson

PRESENT BY ZOOM  
OR TELEPHONE: Thomas Borchart  
Gerry Konrad

EXCUSED: Susan Locke

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

ALSO PRESENT BY  
ZOOM: Winnie Bago, Anonymous Attendee (9:12 a.m. – 10:28 a.m.)

1. Call to Order: P. O'Brien called the meeting to order at 9:02 a.m.
2. Approve Agenda: Motion to approve the March 16, 2022 agenda, made by D. Albrecht and seconded by K. Konrad. Motion carried 8-0.
3. Public Comments on Agenda Items: None.
4. Announcements/Communications: J. Rabe informed the Solid Waste Management Board (SWMB) that Engine #5 had a catastrophic failure on March 15, 2022. J. Rabe explained that staff continues to evaluate the damage and will determine if Engine #5 is repairable or will be permanently decommissioned.

Discussion ensued amongst the SWMB.

J. Rabe informed the SWMB that in a turn of events, C. Blackmore was promoted to Winnebago County Assistant Finance Director, and is no longer leaving for a position at Outagamie County.

J. Rabe informed the SWMB that an employee has resigned from an Equipment Operator position and his last day with the Solid Waste Department is March 23, 2022. J. Rabe explained he has taken a position as a Mechanic in the private sector, and recruitment is ongoing.

J. Rabe informed the SWMB that an Equipment Operator has been hired and will start on March 28, 2022. J. Rabe explained that several additional applications have been received and staff will review for the most recent Equipment Operator vacancy.

J. Rabe informed the SWMB that the Winnebago County Highway and Airport Departments have offered to share Equipment Operators to assist the Solid Waste Department until we are again fully staffed.

J. Rabe informed the SWMB that the Natural Resources Board (NRB) met on February 23, 2022 and adopted PFAS standards for drinking water and surface water, and the proposed rules will be forwarded on to the Legislature. J. Rabe further explained that the PFAS standard for groundwater was not adopted by the NRB, and will need to be further evaluated before any action is taken.

J. Rabe informed the SWMB that Brown County is holding an open house for the South Landfill on April 18, 2022, from 1:30 p.m. – 3:00 p.m. J. Rabe explained that if any SWMB members would like to attend the event, an invitation will be provided or C. Stadtmueller can RSVP on your behalf.

5. Approval of Minutes – February 16, 2022 Open and Closed Session: Motion to approve the February 16, 2022 open and closed session minutes, made by D. Albrecht and seconded by K. Konrad. Motion carried 8-0.
6. Discussion/Action – 2022 Retained Earnings Reservation Allocation: J. Rabe explained to the SWMB that he reviewed how the retained earnings fund was previously allocated/managed and has proposed some changes for 2022. J. Rabe further explained he consulted with Brown and Outagamie Counties to determine how they handle/manage their Solid Waste retained earnings funds. J. Rabe also received feedback/comments from Chris Anderson from Foth Infrastructure & Environment.

J. Rabe presented the 2022 Retained Earnings Reservation Allocation to the SWMB as follows:

Winnebago County Solid Waste Management Board  
Retained Earnings Reservation  
Draft – 3/16/2022 Meeting

<u>Future Project Item</u>		<u>2022 Amount</u>
New Landfill Siting/Development/Technology	\$	15,000,000
Landfill Gas Utilization/RNG/Renewables	\$	5,000,000
BOW SSR Facility Upgrade	\$	2,000,000
Operational Cash Flow/Capital Outlay	\$	2,000,000
Closed Landfill Long-Term Care/Beyond WDNR Escrow	\$	5,000,000
<u>PFAS Impacts to Leachate/Groundwater</u>	<u>\$</u>	<u>4,000,000</u>
Total Reservation	\$	33,000,000
12/31/2021 Balance (Estimated)	\$	33,000,000
Surplus/Deficit	\$	-

J. Rabe suggested the following fund goal changes to meet the SWMB's future needs:

- Consolidate fund items and modify allocations to limit the number of entries
- Increase New Landfill Siting/Development/Technology funds from \$10,000,000 to \$15,000,000
  - Land could also be used for agricultural rental or a solar farm until needed
- Landfill Gas Utilization/RNG/Renewables added due to likely changes in landfill gas to energy (LFGTE) operations
- BOW SSR Facility Upgrade added to evaluate new robotics/technology options to address lack of sorting labor so the facility can remain competitive
- Operational Cash Flow/Capital Outlay remains at \$2,000,000
- Closed Landfill Long-term Care/Beyond WI Department of Natural Resources (WDNR) Escrow period reduced from \$8,500,000 to \$5,000,000
- Increase PFAS Impacts to Leachate/Groundwater funds from \$2,000,000 to \$4,000,000
- Increase in Total Allocation from \$32,000,000 to \$33,000,000

Discussion ensued amongst the SWMB.

M. Easker stated it should be documented in a footnote that the WDNR required Long-term Care Escrow account funds (Approximately \$11 Million) are not included in the Retained Earnings balance.

T. Borchart asked how our LFGTE system affects the retained earnings balance. J. Rabe explained that the current power purchase agreement goes through 2022 and Tetra Tech is performing a utilization study which will look at different options for using our landfill gas at our sites. J. Rabe further explained a large portion of our retained earnings is from surplus revenues generated from our LFGTE system.

M. Easker asked about the logic behind obtaining land for new landfill siting/development. J. Rabe explained that our current BOW Solid Waste Agreement provides Winnebago County (WC) users with landfill airspace capacity through 2042 and potentially beyond. J. Rabe further explained there is no guarantee there will be an extension of the agreement beyond that time, and this option would allow us more flexibility to provide future landfill airspace for our WC users.

Discussion ensued amongst the SWMB.

D. Nelson called a point of order and does not feel comfortable discussing purchasing land for a future landfill site at this time.

P. Eisen stated we could also use the New Landfill Siting/Development/Technology fund allocation item to purchase a potential site to utilize new waste and recycling technologies in the future (not just for a possible landfill).

Discussion ensued amongst the SWMB.

M. Easker stated he feels it is more appropriate to increase Operational Cash Flow/Capital Outlay to \$5,000,000.

Discussion ensued amongst the SWMB.

Consensus of the SWMB is to have J. Rabe update the 2022 Retained Earnings Allocation based on the comments received and bring this agenda item back to the SWMB at a future meeting for further discussion.

No action taken at this time.

7. Discussion – Operational Program Reports: K. Hutter presented the Transfer Station Waste/Recycling, Diversion Programs and Hazardous Waste Operations Reports to the SWMB as follows:
  - Transfer Station Operations:
    - Solid waste materials continue to be hauled primarily to the Brown County South Landfill (BCSLF)
    - State/local load weight restrictions started March 15, 2022 and will likely run through early-May; essentially, we can only fill the trailers half-full (15 ton versus 30 ton payloads). Shipping strategy will be modified to ensure outbound keeps up with inbound.
    - Spring litter cleanup efforts start this week.
    - Highway and Airport Departments have offered to help out with staffing while we work to fill Equipment Operator vacancies.
  - Diversion Programs:
    - Outagamie County's (OC) Recycling of Scrap Metal and Appliances Request for Proposal (RFP) was awarded to B&B Metals (Newton, WI); WC is included in OC's proposal documents and will also contract with B&B Metals. WC has worked with B&B Metals for this service since May 1, 2017.

- Miscellaneous:
  - Winnebago County Solid Waste Management Board Annual Financial and Informational Meeting is scheduled on Thursday, May 19, 2022, 9:00 a.m. – 11:00 a.m. at Winnebago County Solid Waste Administrative Office.
  - Agenda to be forthcoming.
  - Topics will be presented to the SWMB prior to the Community Meeting.

J. Rabe presented the Landfill Gas (LFG) and Long-term Care (LTC) Updates to the SWMB as follows:

- Revenue:
  - Total energy revenue was \$109,920 in February (\$129,313 in February 2021)
  - Highway continued to use some LFG in February (\$572.26)
  - Year-end 2022 energy revenue budget = \$1,520,000 (\$126,667/month)
- Engine Operation/LFG Usage:
  - Engines running as often as possible during February/March based on the available LFG flows; continued to fight poor gas quality/oxygen & vacuum issues in February/March; on-peak hours maximized whenever possible
  - Decoke on Engine #2R started on February 14, 2022 and completed on February 20, 2022
  - Engine #4 bottom end overhaul started in early March and will be completed as time permits
  - Engine #5 suffered a catastrophic failure on March 15, 2022 – shut down for knocking failure on cylinder #17; damage evaluation continues but repairs will likely not make economic sense
- LTC Update:
  - February 2022 monthly LFG monitoring at the Sunnyview and Snell Road Landfills was completed from February 8-14, 2022; March 2022 monthly LFG monitoring was completed from March 7-11, 2022.
  - Environmental Technician performing testing at Sunnyview Landfill to identify oxygen/vacuum/poor LFG issues; results being reviewed by Foth staff so potential LTC repairs can be planned in Summer 2022
- Regulatory Compliance/Reporting:
  - EIA-860 & 923 electric power plant reports submitted to EPA on March 3, 2022
  - Annual Compliance Certification letter submitted to WDNR on March 4, 2022
  - Air Emissions Inventory 2021 report submitted to WDNR on March 11, 2022
  - Semi-Annual Monitoring report is due to WDNR on March 31, 2022
  - Solid Waste Annual Report is due to WDNR on April 30, 2022
  - Annual Owner Financial Responsibility (LTC escrow account balances for Co-Disposal & Sludge Sites) report will be submitted in WDNR in March 2022
- Sunnyview Groundwater Monitoring Well Abandonment/Replacement Project:
  - Plan Mod approved by WDNR to abandon 18 wells and replace 5 wells
  - Purchasing approved quote from Horizon Construction & Exploration (Horizon) for this work = \$19,575
  - Foth 2022 budget includes \$10,000 for field documentation, report and baseline monitoring assistance
  - Will prepare Purchase of Services Agreement and Purchase Order for Horizon to complete this work in Summer 2022

- Snell Road Groundwater Monitoring Update:
  - February 2022 groundwater sampling results are being received and reviewed; no VOC detects noted in P-72C (new sentinel well)
  - Exceedance report is being prepared and will be submitted to WDNR and data uploaded to GEMS
- Stormwater Update:
  - Review #2 letter received from City of Oshkosh (City) on February 9, 2022; includes 4 pages of detailed comments from consultant Brown & Caldwell (B&C); virtual meeting being scheduled with B&C and City staff to review/discuss comments and decide how to address
- Landfill Gas Utilization Feasibility Study Update:
  - Nothing new to report

C. Stadtmueller informed the SWMB that Jade Laibly, a junior at Oshkosh West High School, recently completed her Girl Scout Gold Award for her project completed at the Ken Robl Conservation Park (KRCP). C. Stadtmueller explained that Jade had the goal of making KRCP more accessible to residents visiting the park and built 5 benches made of recycled wood to be placed along the ~1-mile walking trail. C. Stadtmueller further explained that Jade also created a visitor's brochure with more information and an educational Fun Patch for other Girl Scouts to earn while exploring the park.

Discussion ensued amongst the SWMB.

8. Future Agenda Items: None at this time.
9. Set Next Meeting Date: The next SWMB meeting date is scheduled tentatively for April 6, 2022 at 9:00 a.m.
10. Adjournment: Motion to adjourn made by D. Nelson and seconded by D. Albrecht. Motion carried 8-0. Meeting was adjourned at 10:28 a.m.

Respectfully Submitted,

Cassie Stadtmueller  
Office Supervisor

**Approved by SWMB – April 6, 2022**