

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

DATE: April 3, 2019

TIME: 9:02 a.m.

LOCATION: Sunnyview Landfill
100 W. County Road Y
Oshkosh, WI

PRESENT: Pat O'Brien, Chairman
Paul Eisen, Secretary
Mike Easker
Jerry Finch
Susan Locke
Doug Nelson

EXCUSED: Ken Robl, Vice Chairman
David Albrecht
Gerry Konrad

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

1. Call to Order: P. O'Brien called the meeting to order at 9:02 a.m.
2. Approve Agenda: Motion to approve the April 3, 2019 agenda, made by J. Finch and seconded by S. Locke. Motion carried 6-0.
3. Public Comments on Agenda Items: None.
4. Announcements/Communications: K. Hutter informed the Solid Waste Management Board (SWMB) that the Ag & Household Hazardous Clean Sweep will take place on April 12, 2019 from 9 a.m. – 11 a.m. at the Black Wolf Town Hall and from 3 p.m. – 5 p.m. at Menasha Utilities. K. Hutter explained that the Winnebago County Household Hazardous Material Facility will open for the season on May 8, 2019 and will be open on select Wednesdays and Saturdays through October 2019.

J. Rabe notified the SWMB that P. Eisen and J. Fink informed him of an Article published in the *Milwaukee Journal Sentinel* on April 1, 2019. The article was about the status of recycling in the United States. C. Stadtmueller distributed copies of the article.

J. Rabe informed the SWMB that Deven Pavlak accepted the Equipment Operator position and started on April 1, 2019.

J. Rabe informed the SWMB that we have an accepted offer for the Environmental Technician position and the tentative start date is April 15, 2019.

J. Rabe explained to the SWMB that because of the State of Emergency in WI due to flooding, Brown, Outagamie and Winnebago Counties were able to get a 60 day stay to haul overweight loads during weight restrictions. J. Rabe further explained that K. Pernsteiner acquired the necessary permits for haulers and on March 23, 2019 were able to start hauling heavier loads. The exemption will extend through this spring and Staff will look into getting legislation changed for 2020.

P. Eisen notified the SWMB of an announcement published in the *Oshkosh Northwestern* on March 28, 2019. P. Eisen explained that it was in regards to the bid for the administrative building construction. J. Rabe explained that there will be a pre-bid meeting on April 10, 2019 and bids will be accepted on April 24, 2019.

Discussion ensued amongst the SWMB.

5. Approval of Minutes – March 20, 2019 Open Session and Closed Session: Motion to approve the March 20, 2019 open and closed session minutes, made by D. Nelson and seconded by P. Eisen. Motion carried 6-0.
6. Discussion/Action – Budget Adjustment for Purchase of Mobile Sweeper: K. Pernsteiner presented the Budget Adjustment for Purchase of Mobile Sweeper to the SWMB as follows:
 - Purchase Used 2012 Elgin Pelican Sweeper from the Bruce Municipal Equipment Supplier (Bruce) based in Menomonee Falls, WI 53051
 - Used trade in from the City of Deforest
 - Sweeper is in excellent condition.
 - Less than 2,300 hours
 - The brooms last a very long time compared to the old metal brooms.
 - 3 cu yd. hopper make collection very easy. Dumper style into a container or the transfer station.
 - Sweeper can be serviced out of a call out service van with an authorized service technician who are in the Fox Valley area doing service calls weekly.
 - Repair and maintenance supplies are available out of Menomonee Falls.
 - Put OEM warranty and parts on this unit.
 - Budget adjustment to needed to decrease 52813-58002 capital improvements and increase 52801-58004 capital equipment.
 - Budget Increase 52801-58004 Capital Equipment \$130,000
 - Budget Decrease 52813-58002 Capital Improvements \$130,000
 - Purchasing used equipment Per County code is authorized by respective department head (per Laura Forbes).
 - Depreciation schedule 5-7 years 18,500 to 26,000 per year

- Due to the increased impervious services we have at all locations this sweeper would make site cleanup a lot easier and safer.
- Requested new puncture resistant tires.
- Bruce has sold these units to the City of Neenah, City of Green Bay and the City of Milwaukee and many other municipalities. They have sold the brooms to other transfer and waste facilities.
- Cost of a new sweeper is ~\$250,000
- Highway Cost \$400/sweeping
 - Highway cost per year based on (2) sweepings per week \$41,600
- New Holmes sweeper broom for our current loaders would be \$25,000 with limited uses. We are unable to do the sweeping that a Pelican broom can do.

Motion to approve purchase of used 2012 Pelican Sweeper Macqueen from the Bruce Municipal Equipment Supplier made by, D. Nelson and seconded by J. Finch. Motion carried 6-0.

7. 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 purposes 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. Waste and Recyclable Material Hauling Services Agreement
 - b. Waste Type and Direct Haul Rate Schedules

Motion made by S. Locke and seconded by J. Finch at 9:28 a.m. to convene into closed session. Motion carried 6-0 by roll call vote.

8. Return to Open Session to Resume Regular Business: Motion to return to open session at 10:28 a.m. made by J. Finch and seconded by D. Nelson. Motion carried 6-0 by roll call vote.
9. Discussion – Landfill Gas Operations Update: Z. Moureau presented the SWMB with the following Landfill Gas Operations Update:

Landfill Gas Operations – April 1, 2019			Meter Op. Hours	One-Week Runtime
Engine #2	Running at 960 KW		59285	101
Engine #3	Running at 987 KW		30759	166
Engine #4	Running at 1030 KW	Completed decoke and other repairs last week.	5869	95
Engine #5	Off	Decoke and cylinder head replacement to be performed this week.	25569	0
Sunnyview Compressor	Compressor B running at 53%. Pipeline outflow 929 scfm.			

Sunnyview Flare	Flare –Off; Vacuum = -10’’ wc; Blower 103 and 104 on; 105 – off			
Sunnyview Gas Field	CH4 = 56.3% O2 = 0.1%			
Snell Rd Flare	Flare – On; Flow = 68 scfm; Vacuum = -16.0’’ wc			
Snell Rd Gas Field	CH4 = 37.1% O2 = 5.6%			
Miscellaneous	Measure & record spark plug firing voltages on all engines. Remove and replace all spark plugs out of specs. Clean and regap spark plugs removed from engines. Several cylinder heads on Engine #5 will be replaced during decoke this week.			

- WPS/Highway revenues – \$175,209 for January 2019 and \$152,011 for February 2019. Revenues are considerably higher than January 2018 (\$128,408) and February 2018 (\$140,860); We are on track to meet or exceed budgeted 1.8 Million
- Severe cold weather in the end of January and portions of February caused several gas collection system issues. The flare had to be utilized during this cold weather which resulted in reduced revenue.
- Engines #2, #3 and #4 running with occasional planned shutdown of Engine #2 overnight due to the decline in gas flows
- Engines #5 decoking started the week of April 1, 2019
- Foth was onsite last week to perform monthly LFG monitoring. No issues identified during the monitoring event.
- Foth completed Landfill Gas (LFG) monitoring the week of March 18th. Only one deviation for oxygen was noted during the event and has been corrected.
- Liberty Mutual Insurance was onsite for a risk evaluation of Engines 2 through 5 and the gas collection system components on March 19th.
 - Risk evaluation is performed every three years to provide system recommendations to prevent unexpected equipment breakdowns
 - One critical recommendation was issued for the non-operational recloser at Snell Road for Engines #2 and #3. The critical recommendation requires a follow-up to Liberty Mutual within 90 days of issuance (March 21st). The replacement of the recloser was previously approved by the SWMB with a budgeted carryover of \$150,000 from 2018. We are currently working with a contractor to combine the Engine 2 installation work with the replacement recloser project. This will hopefully result in a lower cost for the recloser.
 - Several standard recommendations (no follow-up required) were made that are currently being implemented.

Discussion ensued amongst SWMB.

10. Future Agenda Items: None at this time.

11. Set Next Meeting Date: The next SWMB meeting date is scheduled for April 17, 2019 at 9:00 a.m.

12. Adjournment: Motion to adjourn made by J. Finch and seconded by S. Locke. Motion carried 6-0. Meeting was adjourned at 10:36 a.m.

Respectfully Submitted,

Cassie Stadtmueller
Administrative Associate

Approved by SWMB – April 17, 2019