

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

DATE: May 3, 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
Gerry Konrad
Doug Nelson
Susan Locke

EXCUSED: Jerry Finch

ALSO PRESENT: John Rabe, Director of Solid Waste
Kurt Pernsteiner, Solid Waste Operations Manager
Kathy Hutter, Recycling Program Manager
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 May 3, 2017 agenda, made by K. Robl and seconded by G. Konrad. 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 2016 RUG Informational Meeting, was held on April 25, 2017 at 9 a.m. at the J.P. Coughlin Center in Oshkosh. J. Rabe further explained that SWMB Staff presented the 2016 Recycling Financials, the Transfer Station/Landfill Operations Report, and the Single Stream Recycling Report at the meeting. The meeting was well attended by Signing Municipalities and SWMB Members.
5. Approval of Minutes – April 19, 2017 Open Session: Motion to approve the April 19, 2017 open session minutes, made by K. Robl and seconded by S. Locke. Motion carried 6-0. G. Konrad and D. Nelson abstained.

6. Discussion/Action – Award Landfill Gas Engine Lubrication Oil Agreement: J. Rabe explained to the SWMB that the Request for Quotes (RFQ) for Landfill Gas (LFG) Engine Lubrication Oil (SW05-17) is a 2-year award for manufacturer certified oil used in the landfill gas-to-energy engines. J. Rabe presented the SWMB with the Landfill Gas Engine Lubrication Oil - Quote Tally. All oil quotes received are summarized as follows:

<u>Vendor</u>	<u>J420GS – Engine #5</u>		<u>J320GS – Engines #2-#4</u>	
	<u>Price/ gallon</u>	<u>Product</u>	<u>Price/ gallon</u>	<u>Product</u>
Country Visions	\$7.91	Cenex NGE0 2500 MA 40	\$7.91	Cenex NGE0 2500 MA 40
E.F. Wolf & Sons	\$8.06	Chevron HDAX 6500 LFG	\$8.06	Chevron HDAX 6500 LFG
Garrow Oil Marketing	\$7.20	Citgo Pacemaker FLG LA 40	\$7.20	Citgo Pacemaker FLG LA 40
Halron Lubricants	\$6.82	Shell Mysella S5S 40	\$6.82	Shell Mysella S5S 40
Halron Lubricants	\$7.30	Mobil Pegasus 605	\$7.30	Mobil Pegasus 610
Hartland Lubricants	\$8.58	Shell Mysella S3N 40	-	---
Levenhagen Oil	\$9.40	DA Blue Flame J40	\$9.40	DA Blue Flame J40
Perkins Oil Co.	\$8.25	Shell Mysella S3N	-	---

J. Rabe explained to the SWMB that the manufacturer certification process ranks LFG engine lubrication oil into three tiers of acceptability – recommended, approved, and can-be-used. J. Rabe explained that the current product used in LFG Engines #2-#5 is Citgo Pacemaker LFG LA40, which is now ranked in the lowest tier, whereas the Shell and Mobil products are ranked in the top two tiers.

SWMB Staff recommend awarding the LFG Engine Lubrication Oil 2-year contract to Halron Lubricants for Shell Mysella S5S 40 at \$6.82 per gallon. J. Rabe explained that there is one opportunity for the supplier to adjust pricing after the first 1-year period. The price adjustment must be justified and the SWMB has an opt-out clause if the adjustment is not acceptable.

Discussion ensued amongst the SWMB.

Motion made by G. Konrad and seconded by D. Nelson, to award the LFG Engine Lubrication Oil (SW05-17) contract to Halron Lubricants for the Shell Mysella S5S 40 product at \$6.82 per gallon. Motion carried 8-0.

7. Discussion/Action – Award Residential Drop-Off Area Modifications Project: J. Rabe explained to the SWMB that use of the Residential Drop-Off Area has increased since the transition to Transfer Station operations. J. Rabe further explained that staff considered options/modifications over the past year and finalized a design for the Residential Drop-Off Area Modification Project (SW04-17) (Project) which includes:
- Adding a small vehicle unloading ramp

- Paving asphalt shingle, scrap metal, and tire recycling areas
- Electronics and Freon appliance trailer loading dock improvements
- Adding gravel and paved surfaces to the yard waste area; create an overflow area

K. Pernsteiner explained to the SWMB that the bids were due on April 26, 2017 and three bids were received. In addition to the Base Bid, Staff requested three additional option items, including: (A1) – Electronics handling area initial grading, (A2) – Electronics handling area loading dock extensions, and (A3) – Culvert extensions. K. Pernsteiner presented the following Residential Drop-Off Area Modifications Project (SW04-17) Bid Tally to the SWMB.

<u>Bidder</u>	<u>Base Bid</u>	<u>Option A1</u>	<u>Option A2</u>	<u>Option A3</u>	<u>Total Bid</u>
Buteyn-Peterson	\$353,738.80	\$5,900	\$11,631	\$8,485	\$379,754.80
Ostrenga Excavating	\$480,928.76	\$15,606	\$13,785	\$5,584	\$515,903.76
R & R Wash Materials	\$373,397.72	\$5,600	\$14,650	\$6,200	\$399,847.72

K. Pernsteiner explained to the SWMB that the 2017 budget amount for the Project is \$370,000; \$250,000 is included in the 2017 budget and \$120,000 was carried over from the 2016 budget. Staff recommend awarding the Project, including the Base Bid and Options A1, A2 and A3 to Buteyn-Peterson for \$379,754.80. K. Pernsteiner indicated that the additional, over-budget funds (\$9,754.80) will come from savings realized from other 2017 Capital Projects. K. Pernsteiner stated that work would be completed between mid-June and late-July 2017.

Discussion ensued amongst the SWMB.

Motion made by M. Easker and seconded by S. Locke, to award the Residential Drop-Off Area Modifications Project (SW04-17) to Buteyn-Peterson for not more than \$379,754.80. Motion carried 8-0.

8. Discussion/Action – Ken Robl Conservation Park Planning Update: J. Rabe presented the SWMB with the Ken Robl Conservation Park (KRCP) Planning Update as follows:
- SmithGroupJJR (SGJJR) submitted the Wisconsin Department of Natural Resources (WDNR) Stewardship Grant Application on behalf of the SWMB on April 27, 2017; WDNR confirmed receipt on April 28, 2017. Deadline was May 1, 2017.
 - Foth Infrastructure & Environment (Foth) completed pond survey work on April 21 and April 28, 2017. Work included sediment samples, water samples, water depth measurements, perimeter survey and fish population survey.
 - E. McCoy, Solid Waste Parks Specialist and R. Way, WC Parks Director developed a draft Memorandum of Understanding (MOU) for KRCP between SWMB and the WC Parks and Recreation Committee (P&R).

J. Rabe presented the draft MOU to the SWMB. J. Rabe explained that the draft MOU outlines the terms and understanding between the SWMB and P&R relative to development and management of the KRCP. J. Rabe stated that the MOU requires further review and will be brought to the SWMB as a discussion/action item at a future meeting.

Discussion ensued by the SWMB.

P. Eisen asked the SWMB to consider funding the KRCP operational costs, rather than have the WC Parks Department fund operations as indicated in the MOU.

M. Easker stated that the SWMB could benefit from an ongoing funding commitment of the property.

D. Albrecht stated that a grant fund/endowment approach to help fund operations is worth researching.

G. Konrad stated that he wasn't opposed to the idea but felt the topic required more discussion and research to help the SWMB determine operational costs and level of commitment.

D. Nelson indicated that the Sunnyview Landfill long-term care plan also included development of a recreational area/pond and would also require funding. D. Nelson stated he did not disagree with P. Eisen, but felt that financing a portion of operations may be more practical.

P. O'Brien stated that the MOU developed with R. Way's input, includes the criteria that the SWMB will create and develop the park, and fund construction. The SWMB intended to leave the management of the KRCP to the WC Parks Department which is better suited to determine operational needs. P. O'Brien recommended adding language to the MOU indicating that additional operational funding would be considered by the SWMB.

P. Eisen recommended adding a timeline of commitment for funding operations.

M. Easker explained that development of the property gives the SWMB opportunity to use it as an educational opportunity – promoting recycling and next use of landfill properties. Since both the SWMB and the WC Parks Department will benefit from the property, the operational funding could be divided and treated as a full cooperative effort.

J. Rabe explained that the conservation park concept enables development with minimal maintenance and other operational cost savings measures could be built into the design. J. Rabe stated that he will get more information about anticipated operational costs and endowment guidelines for the SWMB to consider at a future meeting.

No action taken by the SWMB.

9. Discussion/Action – Landfill Gas Pipeline Compliance Services Update: J. Rabe explained to the SWMB that he is working with Foth and USDI to review the details of the landfill gas pipeline to reach Public Service Commission (PSC) compliance. J. Rabe presented the SWMB with the following Landfill Gas Pipeline Compliance Services Update:
- USDI will re-mark the pipeline/update signs to gain compliance; additional work will also be needed including installation of a relief valve, pipeline pressure test and registration with Diggers Hotline.
 - USDI and SWMB Staff will meet with PSC in late May/June 2017 to review compliance efforts.

- Staff are considering a pipeline maintenance operating agreement with USDI; proposal is a 3-year term/\$30,000 per year.
- A progress report and proposal information will be presented at a future SWMB meeting for further discussion/action.

Discussion ensued amongst the SWMB.

No action taken by the SWMB.

10. Future Agenda Items: None.

11. Set Next Meeting Date: The next SWMB meeting date is scheduled for May 17, 2017 at 9:00 a.m.

12. Adjournment: Motion to adjourn made by M. Easker and seconded by G. Konrad. Motion carried 8-0. Meeting was adjourned at 10:12 a.m.

Respectfully Submitted,

Kathy Hutter
Recycling Program Manager

Approved by SWMB – May 17, 2017