

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

DATE: May 6, 2020

TIME: 9:01 a.m.

LOCATION: Virtual Meeting by Zoom and Phone Call-In

PRESENT BY ZOOM
OR SPEAKER PHONE: Pat O'Brien, Chairman
David Albrecht, Vice Chairman
Paul Eisen, Secretary
Thomas Borchart (9:03 a.m. – 10:24 a.m.)
Susan Locke
Doug Nelson

EXCUSED: Mike Easker
Gerry Konrad

ALSO PRESENT BY
ZOOM OR SPEAKER
PHONE: John Rabe, Director of Solid Waste
Cassie Stadtmueller, Administrative Associate
Kurt Pernsteiner, Operations Manager
Zach Moureau, Environmental Manager
Kathy Hutter, Recycling Program Manager
Chris Anderson, Foth Infrastructure & Environment
Jessie Fink, SmithGroup

1. Call to Order: P. O'Brien called the meeting to order at 9:01 a.m.
2. Approve Agenda: Motion to approve the May 6, 2020 agenda, made by P. Eisen and seconded by D. Albrecht. Motion carried 5-0.
3. Public Comments on Agenda Items: None.
4. Announcements/Communications: P. Eisen informed the Solid Waste Management Board (SWMB) that on April 27, 2020 there was a bid notice for the Sunnyview Landfill Maintenance Project under the Bids & Proposals section of the Oshkosh *Northwestern*. Z. Moureau explained that bids are due May 12, 2020.

J. Rabe informed the SWMB that Governors Safer at Home order in effect until May 26, 2020. J. Rabe explained that the Solid Waste Department will continue with modified customer transactions and staffing procedures until at least that date.

5. Approval of Minutes – April 15, 2020 Open Session: Motion to approve the April 15, 2020 open session minutes, made by D. Albrecht and seconded by S. Locke. Motion carried 5-0.
6. Discussion/Action – Engineering Services for Sunnyview Landfill Public Park Site Evaluation: J. Rabe presented an introduction to the Engineering Services for Sunnyview Landfill Public Park Site Evaluation to the SWMB as follows:
 - An End Use Plan for the Sunnyview Landfill was required by the WI Department of Natural Resources (WDNR); initial thoughts were tree plantings on the final cover (beautification) and potential passive park activities in areas outside the landfill footprint.
 - The Foth Infrastructure & Environment (Foth)/SmithGroup team was initially hired in 2015 to analyze the Sunnyview & Snell Road landfills for possible public park opportunities. Following a Foth/SmithGroup final report in June 2015, the SWMB initially decided to focus on the Snell Road Landfill site for development since the Sunnyview Landfill remained active for sludge disposal.
 - Chris Anderson (Foth) and Jessie Fink (SmithGroup) are participants today to summarize the work scope/activities included in their February 2020 proposal; \$65,000 was included in the 2020 Budget for these engineering activities.

Chris Anderson further explained to the SWMB that the project will happen in three phases. Phase 1 will be a kickoff meeting with SWMB staff and Foth/SmithGroup personnel to verify plan ideas for the project. Phase 2 will be a site evaluation to gather information on the park area by evaluating the pond water quality and depth, pond sediment/thickness, property boundaries and wetland delineation. Phase 3 is the master plan workshop where Foth/SmithGroup will present two conceptual diagrams for the park layout.

J. Fink explained to the SWMB that they will look at all of the technical information gathered and create two conceptual diagrams for the park layouts. J. Fink explained that some of the more challenging aspects of this project will be park access, the trail system and re-grading the pond due to steep sloping sides.

P. Eisen stated he has concerns about getting possession of the former Huber Facility property and suggested looking further into this prior to moving forward with the park evaluation.

Discussion ensued amongst the SWMB.

T. Borchart stated that with the sex offender housing nearby we should look into the legal requirements of having a park so close.

Discussion ensued amongst the SWMB.

C. Anderson stated there are specific windows of time for wetland delineation to take place. C. Anderson further explained that the best time to do this is spring and if we miss this window they may not be able to complete until next year.

D. Nelson suggested looking into the property north of the landfill for the possibility of expansion in the future.

Discussion ensued amongst the SWMB.

Motion to approve \$64,675 in Engineering Services for Sunnyview Landfill Public Park Site Evaluation, made by D. Albrecht and seconded by S. Locke. Motion carried 5-1. P. Eisen nay.

7. Discussion/Action – Engineering Services for 2020 Groundwater Investigation Activities at the Snell Road Landfill: J. Rabe presented an introduction to the Engineering Services for 2020 Groundwater Investigation Activities at the Snell Road Landfill to the SWMB as follows:

- A horizontal groundwater extraction system (HGWES) was installed in 1997/98 at the Snell Road Landfill to address groundwater contamination in older portions of the site. The HGWES remained active until July 2016.
- Earlier in 2016, the City of Oshkosh began the installation of a sewer lift station located northwest of the landfill. As part of the construction process, numerous high capacity dewatering wells were installed and pumping began in March/April 2016 to lower the water table at the construction location. Dewatering activities ended up significantly lowering groundwater levels at the landfill causing the shutdown of the HGWES in July 2016
- Subsequent environmental monitoring and analysis confirmed the change in flow direction, and also showed that the HGWES was no longer effectively controlling groundwater contaminant migration at the site.

Z. Moureau further explained to the SWMB as follows:

- Included in the 2020 budget was completion of additional groundwater investigation tasks at the Snell Road Landfill. Following shutdown of the HGWES in 2016, investigation and data analysis revealed that the system was not effective at controlling landfill leachate from migrating into groundwater beneath the landfill. The WDNR agreed with the investigation results and has allowed the SWMB to keep the HGWES system shut off with an understanding that it will not be turned back on.
- The WDNR has approved additional groundwater investigation tasks as a means to determine a final alternative remedy to the HGWES. These additional investigation tasks include installation of a new monitoring well nest to ensure contaminants are not migrating offsite, investigation around leachate conveyance piping that was repaired in 2015, abandonment of GM wells that were installed through the waste that may act as conduit for leachate migration, and installation of several borings in areas of the landfill that are unlined to determine leachate buildup. We also plan to replace several existing groundwater monitoring wells that are in poor condition and perform additional groundwater monitoring analysis to strengthen the case that natural attenuation is occurring with site contaminants.
- Results from this investigation will assist with determination of a final remedy but the current focus is reduction of liquid within the waste to minimize leachate generation.
- Foth submitted a proposal which includes preparation of initial design specifications, bidding documents, construction administration, construction observation/final assessment report and regulatory documentation upon project completion. The proposal also includes on-site full-time field observation because oversight by a geologist or engineer is required for most of the tasks.

- Foth estimated engineering services costs are \$57,300. Included in the 2020 Budget for engineering services for this project was \$40,000. The increase is due to additional items added to the scope of work from discussions with WDNR.
- Project will be bid out in May/June timeframe with work to be completed in July and August. The project will only take approximately three to four weeks but we may find additional items during the investigation that may result in additional work. Cost estimate for the investigation tasks is \$79,930 with a 15% contingency. The 2020 Budget estimate was \$150,000 which includes installation of additional equipment that may need to be installed as an alternative remedy to the HGWES based on investigation findings.

P. Eisen asked if this work was required by the WDNR. Z. Moureau stated that SWMB staff and Foth personnel proposed these site investigation activities to the WDNR and they approved this work in a Conditional Plan Modification dated April 20, 2020.

Discussion ensued amongst the SWMB.

Motion to authorize \$57,300 to Foth for Engineering Services for the Groundwater Investigation Activities at the Snell Road Landfill, made by D. Albrecht and seconded by S. Locke. Motion carried 6-0.

8. Discussion/Action – Amend 2020 Standard Solid Waste Rate Schedule: K. Pernsteiner presented the proposed amendment to the 2020 Standard Solid Waste Rate Schedule to the SWMB as follows:

- Increase the minimum tipping fee from \$15.00 to \$20.00/load. Newly revised 2020 rate schedule would be effective May 7, 2020.
- Customer wait times and vehicle counts have increased and we would like to be able to process more vehicles through the scale faster by not having to reweigh.
- Brown County has a \$22.00/load minimum fee and are able to process the long lines of vehicles through their scales faster especially on Saturdays.
- Customers are still given the opportunity to reweigh their vehicles but they must return to the end of the line and it can be long.

Discussion ensued amongst the SWMB.

Motion to Amend 2020 standard Solid Waste Rate Schedule minimum fee to \$20/load, made by D. Nelson and seconded by D. Albrecht. Motion carried 6-0.

9. Discussion – Operational Program Updates: K. Pernsteiner presented the Operational Program Updates to the SWMB as follows:

- Transfer Station Demolition and Remodel Project Update:
 - Field report completed by architect Martin Riley on April 24, 2020 and sent to Winnebago County (WC) for review.
 - The punch list was given to A. Chappa Construction (General Contractor).
 - City of Oshkosh occupancy permit is pending final punch list item (exit light).
- Administration Office Renovation Project Update:
 - Landscape, grading and top soil has been completed.

- Final grading, seeding and plantings should be completed this week.
- Parking lot blacktop work, including striping should be completed this week.
- Exterior steel painting will be soon weather permitting.

- Winnebago County credit card processing update:
 - The WC Finance and Purchasing departments have received approvals for the new vendor and awarded the contract to Gila LLC d/b/a MSB.
 - Finance has started implementation of the new credit and debit card processing system.
 - Vendor had a teleconference with departments that will be the first to implement the new system.
 - The Solid Waste Department is working with the vendor on our needs for going on line and getting software updated and new hardware.

- New 2020 Cat Model 938M wheel loader from Fabick Caterpillar of Green Bay was received and put into service on April 24, 2020. The equipment operators are being trained on its operation.

- Tonnage Report
January through March 2020

	2019	2020
Brown	62,564	49,799
Outagamie	65,177	46,412
Winnebago	38,705	43,310
BOW Shared	8,008	8,249
Totals	174,454	147,770

K. Hutter presented the Recycling and Diversion Program Update to the SWMB as follows:

- Tri-County Recycling Facility (Brown, Outagamie and Winnebago (BOW) facility located in Outagamie County (OC)) Equipment Replacement project: Vendor has committed to project schedule May 7-11, 2020. Recyclable material processing at this facility will be suspended during the project and Brown County (BC) and WC Transfer Stations are prepared to hold material. We should be able to ship materials again starting May 12, 2020.
- Tri-County Recycling's vendor, Leadpoint had two 2nd shift sorters diagnosed with COVID-19 on April 16, 2020. Tri-County Recycling's operations were temporarily suspended for work area sanitization and employee safety/health evaluation. There have been no additional cases and Leapoint uses several techniques to minimize worker exposure.
- WC's universal waste recycling programs (electronics, appliances, tires, etc.) are being heavily used during COVID-19. Example: Electronic waste is up 35% for January - April timeframe, 2020 vs. 2019. WC's vendors continue to service collections without issue.
- WC's Electronics Recycling Services Request for Proposal for July 1, 2020 – June 30, 2025 has been published. Responses are due May 12, 2020 and results will be presented to the SWMB at the May 20, 2020 virtual meeting.

- WC cancelled the following Household Hazardous Waste Facility collection dates on May 6, 9 and 20, 2020. Operational procedures are being discussed by WC & BC Staff (vendor) for an achievable timeframe to open WC's Facility. We hope to have the service available to residents in June.

Z. Moureau presented the Landfill Gas (LFG) and Long-term Care Update to the SWMB as follows:

- Energy revenue from April 2020 was approximately \$150,000 and is on track to meet \$1.8 Million budget amount for the year.
- Engines #2R, #3, and #4 were run throughout the majority of April with Engine #5 used as a backup. All engines are available to run and have been for most of the month with the exception of regular maintenance tasks (oil change, spark plugs). We plan to perform decokes on Engines #4 and #5 this month but we will have three engines available during the maintenance time.
- April LFG monitoring occurred the week of April 13, 2020. There were four deviations for oxygen greater than 5%. The deviations were corrected by adjusting well control valves and repairing a leaking compressed air line.
- Sunnyview Landfill semi-annual Groundwater Monitoring occurred in March. There were no significant issues encountered during the monitoring and analytical results were comparable to previous sampling events.
- The Sunnyview Landfill Maintenance Project is currently out for bid. Bids are due May 12, 2020 and construction is planned to start June 22, 2020 with final completion by September 25, 2020. Contract award will be requested at the May 20, 2020 SWMB meeting. Foth will be providing engineering services (as authorized at the February 19, 2020 SWMB meeting).

10. Future Agenda Items: None at this time.

11. Set Next Meeting Date: The next SWMB meeting date is schedule for May 20, 2020 at 9:00 a.m.

12. Adjournment: Motion to adjourn made by D. Albrecht and seconded by S. Locke. Motion carried 6-0. Meeting was adjourned at 10:24 a.m.

Respectfully Submitted,

Cassie Stadtmueller
Administrative Associate

Approved by SWMB – May 20, 2020