

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

DATE: May 16, 2018

TIME: 9:01 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
Gerry Konrad
Susan Locke
Doug Nelson

EXCUSED: Mike Easker
Jerry Finch

ALSO PRESENT: John Rabe, Director of Solid Waste
Cassie Stadtmueller, Administrative Associate
Kurt Pernsteiner, 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 9:01 a.m.
2. Approve Agenda: Motion to approve the May 16, 2018 agenda, made by K. Robl and seconded by G. Konrad. Motion carried 7-0.
3. Public Comments on Agenda Items: None.
4. Announcements/Communications: J. Rabe handed out copies of the May 2018 Wisconsin Counties magazine that contained a great article about the Ken Robl Conservation Park that was written by K. Hutter.

J. Rabe informed the Solid Waste Management Board (SWMB) that the Roll-off Box truck was delivered on May 11, 2018 (2017 Capital Item - rollover). J. Rabe further explained that we are waiting for all employees to train before putting it into service.

J. Rabe informed the SWMB that K. Pernsteiner and K. Hutter gave the Winnebago County Board a tour of the Landfill and Transfer Station on May 14, 2018.

J. Rabe informed the SWMB that the Environmental Manager position is posted and applications are due May 24, 2018. J. Rabe further explained that the target is to get someone hired by June 30, 2018.

5. Approval of Minutes – May 2, 2018 Open Session: Motion to approve the May 2, 2018 open session minutes, made by K. Robl and seconded by G. Konrad. Motion carried 7-0.
6. Discussion – Tri-County Recycling Program Update: K. Hutter presented the SWMB with the following Tri-County Recycling Program Update:

Material Recovery Facility (MRF) Labor

- Leadpoint took over staffing MRF on March 1, 2018.
- Leadpoint & Brown, Outagamie and Winnebago County (BOW) Staff evaluated existing employees and transitioned many of them into employment under Leadpoint.
- Leadpoint hired an on-site manager in April 2018 who is working out well; Primary duties are administrative related.
- Leadpoint is providing a consistent, safety minded, well-trained workforce. Staffing is currently ~90% (vs. ~60% with Valley Packaging Inc.).

MRF Operations

- 1st quarter 2018 Tri-County MRF total tons = 27,200 tons (down slightly from 27,483 tons 1st quarter 2017).
- 1st quarter 2018 Single Stream Recycling (SSR) tons through Winnebago County Transfer Station (WCTS) = 3,243 tons (up slightly from 3,049 tons 1st quarter 2017).
- MRF operations are running smoothly with minimal downtime and no backlog of material.
- Daily pick counts and weekly bale audits are used to evaluate sorting staff performance.
- Results of Leadpoint's ability to fill vacancies and higher productivity standards have increased capture rate of aluminum, PET and old corrugated cardboard (OCC).
- Leadpoint's success allows BOW to maximize recovery of higher value material and improve quality of bales. This will help BOW make the most of the current market conditions and contend for more competitive prices.

Commodity Revenues

- 1st quarter 2018 combined index value of commodities = \$74.36/ton (down from \$91.77/ton 1st quarter 2017).
- 1st quarter 2018 fiber (OCC & Mixed Paper) = ~59% of all sales.
- Fiber index pricing is currently:
 - OCC - \$70/ton (vs. \$140/ton May 2017)
 - Mixed Paper - \$0/ton (vs. \$60/ton May 2017)
- Fiber commodity markets are tightening over the short term.
 - On May 4, 2018, the only pre-inspection service offered in the U.S. for recycled material shipments to China was shut down by Chinese government for one month.
 - During the shut-down U.S. exporters only have the option to have shipments inspected and approved after arrival at Chinese ports (with risk of additional

expense for inspection, rejection and expense for returned freight). Few are willing to take this risk, putting additional demand on domestic markets.

- BOW Staff are reviewing commodity index values and commodity sales monthly.
- Commodity index fluctuation is passed onto facility users through tipping fees/credits.
- Winnebago County (WC) SSR tipping fees have increased from \$20/ton (January, February, March, April, 2018) to \$30/ton in May 2018 for everyone other than Signing Municipalities (currently charged \$5/ton).
- WC Staff will develop recommendations for 2019 Signing Municipality tipping fees to include in SWMB budget process.

Facility Expenses

- Processing Costs
 - Annual CPI increase of MRF processing fees (2.2%) for contract & non-contract customers occurred on February 1, 2018.
 - BOW Staff are reviewing processing costs quarterly. An additional processing fee increase may be implemented after 2nd quarter 2018 if BOW Staff find that processing costs are no longer covered by the February CPI adjustment.
- 1st quarter production related downtime and overtime are under review; operational procedures will be modified as needed to minimize overtime.
- Capital Projects for 2018 will be assessed and completed as needed.
- BOW Staff started planning for Capital Projects/MRF Improvements 5-10 years out. Further automation/updated equipment can reduce labor costs if they are found to have an acceptable Return on Investment.

Discussion ensued amongst the SWMB.

7. Discussion – Ken Robl Conservation Park Construction/Event Planning Update: J. Rabe presented the Ken Robl Conservation Park (KRCP) Construction/Event Planning Update to the SWMB as follows:

- Landscape plantings continue and will be completed by May 18, 2018
- Asphalt pavement in parking lot completed on May 10, 2018
- Timber bumpers completed on May 11, 2018
- Pavement markings completed on May 14, 2018
- Field modification to fix drainage issue on south end needs to be addressed –cost estimate from Advance is ~\$3,500 to install drain tile/inlets to convey high water (Spring/Fall) from wetland area.
- Substantial completion walk-through performed on May 15, 2018 – Foth Infrastructure & Environment (Foth)/Smith Group JJR (SGJJR) to prepare final punch list
- E. McCoy/Parks Department/J. Rabe working on KRCP programming signage/operational details – meeting scheduled for May 18, 2018
- Foth/SGJJR/SWMB Staff working on educational signage
- Grand Opening Event Planning – project team being assembled and biweekly conference calls/meetings will begin on May 18, 2018

Discussion ensued amongst the SWMB.

8. Discussion – Landfill Gas Operations Update: J. Rabe presented the SWMB with the following Landfill Gas Operations Update:

Landfill Gas Operations – May 14, 2018			Meter Op. Hours	One-Week Runtime
Engine #2	Running at 930 KW		56922	168
Engine #3	Running at 987 KW		26657	167
Engine #4	Down		21460	0
Engine #5	Down	Tear down complete. New engine arrives 5/16/18.	19242	0
Sunnyview Compressor	Compressor B running at 45%. Pipeline outflow 635 scfm.			
Sunnyview Flare	Flare –On; Vacuum = -15’’ wc; Blower 103 and 104 on; 105 – off			
Sunnyview Gas Field	CH4 = 50.3% O2 = 1.1%			
Snell Rd Flare	Flare – On; Flow = 101 scfm; Vacuum = -16.0’’ wc			
Snell Rd Gas Field	CH4 = 49.0% O2 = 1.3%			
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.			

- WPS/Highway Revenues - \$146,692 for April 2018 (~\$600,000 through 4 months; tracking under \$2.1 Million budget)
- Engine #4 premium short block – delivery scheduled for May 16, 2018; swap & GEJ commissioning should take ~2 weeks; hope to be back operational by ~June 1, 2018
- Generator #5 repair update – L&S Electric provided revised repair timeline on May 11, 2018; remaining parts to arrive on May 18, 2018 and generator should be ready to be reinstalled by May 22, 2018; hope to have operational by ~June 1, 2018
- 2nd Quarter Surface Emission Monitoring being performed by Foth May 14-18, 2018
- May monthly monitoring will be performed by Foth May 21-25, 2018
- Foth beginning Systemwide Landfill Gas (LFG) evaluation – Power Purchase Agreement ends in Dec 2022; Replacement of Engine #2; Engine #4-5 WHR system repairs, other renewable options for LFG, wind/solar, etc.

9. Future Agenda Items: None at this time.
10. Set Next Meeting Date: The next SWMB meeting date is scheduled for June 6, 2018 at 9:00 a.m.
11. Adjournment: Motion to adjourn made by G. Konrad and seconded by S. Locke. Motion carried 7-0. Meeting was adjourned at 9:52 a.m.

Respectfully Submitted,

Cassie Stadtmueller
Administrative Associate

Approved by SWMB – June 6, 2018