

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

DATE: May 18, 2022

TIME: 9:03 a.m.

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

PRESENT: Pat O'Brien, Chairman
Doug Nelson, Vice Chairman
Jim Wise, Secretary
Mike Easker
Paul Eisen
Gerry Konrad (9:03 a.m. – 10:50 a.m.)
Howard Miller
Shanah Zastera (9:22 a.m. – 10:59 a.m.)

PRESENT BY ZOOM
OR TELEPHONE: Kevin Konrad

ALSO PRESENT: John Rabe, Director of Solid Waste
Cassie Stadtmueller, Office Supervisor
Kathy Hutter, Operations Manager
Jessica Hanson, Communications & Program Development Specialist
(9:23 a.m. – 10:59 a.m.)

ALSO PRESENT BY
ZOOM: Thomas Borchart (9:03 a.m. – 9:06 a.m.)

1. Call to Order: P. O'Brien called the meeting to order at 9:03 a.m.
2. Approve Agenda: Motion to approve the May 18, 2022 agenda, made by G. Konrad and seconded by P. Eisen. Motion carried 8-0.
3. Public Comments on Agenda Items: T. Borchart informed the Solid Waste Management Board (SWMB) that at the May 3, 2022 County Board of Supervisors meeting, S. Binder stated the Parks Department (Parks) does not want any more parks being developed by the Solid Waste Department and they do not want to be responsible for the maintenance at the Ken Robl Conservation Park (KRCP). T. Borchart asked if J. Rabe has met with the Parks Director. J. Rabe stated he has met with A. Breest, Parks Director, and will be meeting with him again along with the SWMB and Parks Chairman to further discuss the KRCP.

4. Announcements/Communications: J. Rabe informed the SWMB that new SWMB member appointments were approved at the April 26, 2022 County Board meeting. J. Rabe explained that Supervisor Jim Wise, Supervisor Howard Miller and Supervisor Shanah Zastera were appointed to the SWMB and Kevin Konrad was appointed as a new SWMB Citizen member. J. Rabe further explained that welcome memo/packets were mailed on May 6, 2022; Farewell memos mailed on May 6, 2022 to David Albrecht, Tom Borchart and Susan Locke.

J. Rabe informed the SWMB that Solid Waste Associate (E. Godwin) transferred to Clerk of Courts and her last day was April 27, 2022; Interviews conducted on May 4, 2022 and there is an employment offer pending with Human Resources. J. Rabe explained to the SWMB that there was a second round of interviews completed May 10, 2022 for the remaining Equipment Operator vacancy and there is an employment offer pending with Human Resources. J. Rabe further explained one Summer Seasonal fulltime employment offer is pending with Human Resources.

5. Approval of Minutes – April 6, 2022, 2022 Open and Closed Session; April 13, 2022 Open and Closed Session: Motion to approve the April 6, 2022, 2022 open and closed Session; April 13, 2022 open and closed Session, made by P. Eisen and seconded by D. Nelson. Motion carried 8-0.
6. Discussion/Action – Annual Election of Officers: J. Rabe asked the SWMB to consider nominations for Chair, Vice Chair and Secretary Officer Positions.

Motion made by P. Eisen and seconded by M. Easker to elect P. O'Brien as Chairman, D. Nelson as Vice Chairman and J. Wise as Secretary. Motion carried 8-0.

7. Discussion/Action – Responsible Unit of Government (RUG) Recycling & Financial Reports: J. Rabe explained that K. Hutter and J. Hanson will present the following reports to the SWMB: Recycling Program Summary/2021 RUG Financials, Operations Report, and Recycling Education, Communication & Outreach Report. These reports will then be presented at the 2021 RUG Informational Meeting, scheduled on May 19, 2022 from 9-11 a.m. at the Solid Waste Department Administration Office.

K. Hutter presented the Recycling Program Summary/2021 RUG Financials to the SWMB (unaudited) and topics included: Recycling Law and RUGs, Revenues & Commodity Markets, and 2021 Financials & Surplus Revenue Status.

K. Hutter presented the Operations Report to the SWMB and topics included: Solid Waste/Recycling Transfer Station Operations, Other Waste Diversion/Universal Waste Recycling Programs, Household Hazardous Material Facility, Brown, Outagamie and Winnebago County Partnership Landfill Operations, and Tri-County Single Stream Recycling Facility Operations.

Discussion ensued amongst the SWMB.

J. Hanson presented the Recycling Education, Communication & Outreach Report to the SWMB. Topics covered were Social Media & Digital Efforts, Popular Posts, Getting Back into

Schools, A Regional Approach: Tri-County Services & Outreach, Special Programs at Winnebago County Solid Waste, and review of the recycling survey results.

Discussion ensued amongst the SWMB.

Motion to approve the 2021 RUG Financial report and authorize the return of \$353,900 in surplus revenues to our RUGs based on % Tonnages, made by, M. Easker and seconded by D. Nelson. Motion carried 8-0.

8. Discussion – Operational Program Reports: Motion to postpone Operational Program Reports agenda item to the June 1, 2022 SWMB meeting, made by P. Eisen and seconded by M. Easker. All SWMB members were in agreement – no discussion at this time.
9. Future Agenda Items: None at this time.
10. Set Next Meeting Date: The next SWMB meeting date is scheduled tentatively for June 1, 2022 at 9:00 a.m.
11. Adjournment: Motion to adjourn made by H. Miller and seconded by D. Nelson. Motion carried 8-0. Meeting was adjourned at 10:59 a.m.
12. Tour of Solid Waste Department Facilities for Solid Waste Management Board Members: J. Rabe gave SWMB members H. Miller, J. Wise and S. Zastera a tour of the Solid Waste Department Facilities.

Respectfully Submitted,

Cassie Stadtmueller
Office Supervisor

Approved by SWMB – June 1, 2022