

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

DATE: June 21, 2017

TIME: 9:02 a.m.

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

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

EXCUSED: 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

1. Call to Order: P. O'Brien called the meeting to order at 9:02 a.m.
2. Approve Agenda: Motion to approve the June 21, 2017 agenda, made by K. Robl and seconded by J. Finch. Motion carried 7-0.
3. Public Comments on Agenda Items: None.
4. Announcements/Communications: K. Hutter notified the Solid Waste Management Board (SWMB) of a June 14, 2017 Solid Waste Association of North America (SWANA) Memorandum about the new Chinese policy, called National Sword, concerning imported recyclables and potential impact on our market. K. Hutter explained the Chinese government is inspecting all incoming cargo containers, focusing on plastics. On April 18, 2017, the Chinese government put out a memorandum indicating China may further restrict the import of scrap material and recyclables; details were limited. K. Hutter explained that the Tri-County Recycling Facility exports a negligible amount of materials to China but if this new policy goes into effect, domestic markets could be flooded causing commodity prices to fall.

D. Nelson informed the SWMB that he recently spoke with a landfill customer who had a very good experience at the facility. The customer felt that disposal fees were reasonable and he received excellent customer service from the Scale Associate.

5. Approval of Minutes – June 7, 2017 Open Session: Motion to approve the June 7, 2017 open session minutes, made by J. Finch and seconded by M. Easker. Motion carried 7-0.
6. Discussion/Action – 2017 Retained Earnings Reservation/Allocation: J. Rabe presented the SWMB with the proposed 2017 Retained Earnings Reservation as follows:

<u>Description</u>	Fund Goal Authorized By SWMB <u>2016</u>	Fund Goal Proposed to SWMB <u>2017</u>
Designated Emergency Funds:		
Regulatory Compliance	\$1,000,000	\$1,000,000
Remediation/Liability	500,000	500,000
Litigation	200,000	200,000
Interim Construction	1,000,000	1,000,000
Operational	---	---
Capital Outlay	500,000	500,000
Future Landfill Airspace Development	5,500,000	7,300,000
Operational Cash Flow	1,500,000	1,500,000
Debt Service - Recycling	1,100,000	800,000
Surplus for Future Solid Waste Transportation	4,000,000	3,200,000
Research & Development Planning	1,000,000	1,000,000
Snell Road Landfill Long-Term Care >20 years	6,500,000	6,500,000
Sunnyview Landfill Long-Term Care >40 years	2,500,000	2,500,000
Landfill End Use Planning/Development/Maintenance	1,200,000	1,000,000
Snell Road Landfill Preventative Maintenance	---	---
Sunnyview Landfill Preventative Maintenance	---	---
Total	26,500,000	27,000,000
Balance as of December 31	\$26,710,253	Est. ~\$27,000,000
Reserved	26,500,000	27,000,000
Current Surplus/(Deficit)	\$210,253	---

J. Rabe explained that the 2016 Financial Report showed a December 31 balance of \$26,710,253 in the retained earnings fund.

J. Rabe suggested that the following fund goal changes could be made to meet future needs:

- Increase in Future Landfill Airspace Development from \$5,500,000 to \$7,300,000.
- Decrease in Debt Service – Recycling from \$1,100,000 to \$800,000.
- Decrease in Surplus for Future Solid Waste Transportation from \$4,000,000 to \$3,200,000.
- Decrease in Landfill End Use Planning/Development/Maintenance from \$1,200,000 to \$1,000,000.

Discussion ensued amongst the SWMB.

Motion made by K. Robl and seconded by J. Finch to accept the proposed 2017 Retained Earnings Reservation as presented by SWMB Staff. Motion carried 7-0.

7. Discussion/Action – 2018 Budget Table of Organization/New Positions: J. Rabe presented the SWMB with a draft 2018 Table of Organization (TOO)/New Positions. J. Rabe explained that the current TOO will remain the same including 16 full-time employees (two currently vacant). J. Rabe further explained that County policy requires him to list the vacant positions (Environmental Manager and Environmental Technician) as new positions in the 2018 budget.

Discussion ensued amongst the SWMB.

Motion made by D. Nelson and seconded by J. Finch to accept the proposed 2018 Budget Table of Organization/New Positions as presented by SWMB Staff. Motion carried 7-0.

8. Discussion – Landfill Gas Pipeline Compliance Update: J. Rabe updated the SWMB on the Landfill Gas Pipeline Compliance. J. Rabe explained that:
- Utility Safety & Design, Inc. (USDI) and the Public Service Commission (PSC) were on site June 5, - June 6, 2017 for compliance work/inspections.
 - USDI completed pipeline location patrol and leakage survey, valve inspections and sign replacements.
 - USDI and PSC recommended replacement of exposed HDPE piping with stainless steel piping, LFG odorization verification, excavate and reset two underground valve boxes, replace valve lids so they state “gas” and not “water” and install new Finket test station/tracer wire in northwest section by the prison/subdivision.
 - PSC will perform an on-site inspection every one to two years. PSC will issue a letter scheduling their planned inspection.

Discussion ensued amongst the SWMB.

9. Discussion – Landfill Gas Operations Update: J. Rabe updated the SWMB with the following LFG Operations Report:

Landfill Gas Operations – June 19, 2017		Meter Op. Hours	One-Week Runtime
Engine #2	Running at 950 Kw	50742	121
Engine #3	Off	20213	85
Engine #4	Running at 1020 Kw	14971	149
Engine #5	Running at 1400 Kw	16676	151

Sunnyview Compressor	Compressor B running at 71%. Pipeline outflow 1111 scfm.			
Sunnyview Flare	Flare – Off; Vacuum = -18’’ wc; Blower 104 and 105 running at 58%; 103 - off			
Sunnyview Gas Field	CH4 = 52.1% O2 = 1.1%			
Snell Rd Flare	Flare – On; Flow = 103 scfm; Vacuum = -16.0’’ wc			
Snell Rd Gas Field	CH4 = 47.1% O2 = 2.1%			

- WPS/Highway Revenues were \$200,509 for May 2017 (preliminary); on target to meet 2017 Budgeted Revenues (\$2.6 Million).
- Foth Infrastructure & Environment (Foth) completed the second quarter surface emission monitoring May 31, - June 6, 2017.
- Foth completed monthly monitoring June 5,-June 9, 2017.
- Foth evaluated the effectiveness of 2015/2016 closed site leachate recirculation efforts – limited; Foth recommended additional gas well pump installations and a more aggressive pump maintenance program (remove liquids and increase year round well screen open areas for increased gas collection); Implementation with new/modified pump installation was started.

Discussion ensued amongst the SWMB.

10. Discussion – Construction Project Updates: J. Rabe updated the SWMB on the Sludge Site Final Cover Construction Project (SW03-17). J. Rabe explained that:

- The Sludge Site Final Cover Construction Project began on May 30, 2017.
- The Wisconsin Department of Natural Resources (WDNR) approved the Plan Modification for changing the drainage layer from sand to a geocomposite (\$63,554 savings) on June 9, 2017.
- A construction progress meeting was held on June 13, 2017 and was attended by Buteyn-Peterson, Foth Infrastructure & Environment (Foth) and SWMB Staff. Topics discussed include:
 - Heavy rains on June 12, 2017 washed the fly ash surface away exposing gravel/stone and delaying geomembrane placement.
 - Options were reviewed and the decision was made to haul in more Weston 4 fly ash to surface coat the entire cover area (~3,000 tons). Riverview will haul under current arrangement and Buteyn-Peterson will place/compact.
 - The hauling and placement of ash began on June 15, 2017 and will continue through June 21 or June 22, 2017.
- All geomembrane and geocomposite materials have arrived at the site.

- Geomembrane installer, Clean Air & Water, mobilized to the site on June 20, 2017 and began filling sandbags.
- A pre-installation meeting was held on June 21, 2017; geomembrane/geocomposite installation will begin as weather permits; the installation is expected to take ~14 days to complete.

J. Rabe updated the SWMB on the Residential Drop-off Area Modifications. J. Rabe explained that:

- WDNR and City of Oshkosh approved the Stormwater/Site Plan Review on June 9, 2017.
- Buteyn-Peterson began berm grading work on June 15, 2017; Foth revised the site grading plan around the cold storage building for better surface water management.
- City of Oshkosh is requiring a building permit for the ramp and loading dock structures, which will cost \$1,420 (in addition to the \$750 site plan review fee).

11. Future Agenda Items: None at this time

12. Set Next Meeting Date: The next SWMB meeting date is scheduled for July 19, 2017 at 9:00 a.m.

13. Adjournment: Motion to adjourn made by J. Finch and seconded by S. Locke. Motion carried 7-0. Meeting was adjourned at 10:19 a.m.

Respectfully Submitted,

Cassie Stadtmueller
Administrative Associate

Approved by SWMB – July 19, 2017