

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

DATE: July 3, 2019

TIME: 9:00 a.m.

LOCATION: J.P. Coughlin Center
625 E. County Road Y
Meeting Room A
Oshkosh, WI

PRESENT: Pat O'Brien, Chairman
David Albrecht, Vice Chairman (9:02 a.m. – 10:42 a.m.)
Paul Eisen, Secretary
Mike Easker
Gerry Konrad
Susan Locke
Doug Nelson

EXCUSED: Jerry Finch
Ken Robl

ALSO PRESENT: John Rabe, Director of Solid Waste
Cassie Stadtmueller, Administrative Associate
Kurt Pernsteiner, Operations Manager
Kathy Hutter, Recycling Program Manager
Zach Moureau, Environmental Manager

1. Call to Order: P. O'Brien called the meeting to order at 9:00 a.m.
2. Approve Agenda: Motion to approve the July 3, 2019 agenda, made by G. Konrad and seconded by M. Easker. Motion carried 6-0.
3. Public Comments on Agenda Items: None.
4. Announcements/Communications: J. Rabe informed the Solid Waste Management Board (SWMB) that Bill Wyman contacted him in regards to the placement of the City of Oshkosh Welcome Sign on the Huber Facility Property. J. Rabe explained to the SWMB that he directed B. Wyman to M. Elder at the Facilities & Property Management Department.

J. Rabe informed the SWMB that there was an article in *Waste 360* about the Advanced Disposal Services (ADS) and Waste Management (WM) acquisition. J. Rabe explained that the ADS Stockholders approved the WM acquisition on June 28, 2019. J. Rabe further explained that the acquisition will be completed within the first quarter of 2020.

J. Rabe presented the SWMB with demolition progress pictures of the Administrative Office Addition & Renovation project. J. Rabe explained to the SWMB that there have been some minor issues with the air conditioning in the scale office and a few short term power outages due to a tripped breaker. J. Rabe further explained that Cardinal Construction is currently on schedule for the project.

P. Eisen informed the SWMB that he received a Landfill Gas publication in the mail from Utility Safety & Design, Inc. (USDI). J. Rabe explained that the Solid Waste Department has been working with USDI for approximately 2.5 years for pipeline compliance. J. Rabe further explained that USDI puts this publication together and distributes on our behalf.

Discussion ensued amongst the SWMB.

5. Approval of Minutes – June 19, 2019 Open Session: Motion to approve the June 19, 2019 open session minutes, made by D. Albrecht and seconded by S. Locke. Motion carried 7-0.
6. Discussion – City of Oshkosh Commercial Site Plan Review Storm Water Issues: J. Rabe reminded the SWMB that the 2017 Residential Dropoff Area Modifications project received City of Oshkosh (City) Site Plan Review approval (including Storm Water approval) in 2017. J. Rabe further explained that the 2019 Administrative Office Addition & Renovation project triggered another City Site Plan Review process where they discovered that the Storm Water portion of the 2017 project “shouldn’t have have been approved” based on what was submitted (apparent mistake by City staff). J. Rabe continued that City staff stated that because the Wisconsin Department of Natural Resources (WDNR) is “cracking down” on Storm Water issues for private projects in the City, the current policy is to go back and make the private owner “fix” the previous Storm Water issue when a new project is started on the parcel. J. Rabe explained that as a result, our current 2019 project does not have Storm Water approval from the City resulting from issues that are mostly related to the 2017 project.

J. Rabe informed the SWMB that since the June 19, 2019 SWMB meeting he worked with Foth Infrastructure & Environment (Foth) to prepare another updated submittal to the City (dated June 21, 2019) attempting to address Storm Water issues identified in the City’s May 30, 2019 Not Approved letter. J. Rabe explained that the City of Oshkosh Site Plan Review Committee met and reviewed the most recent submittal on June 24, 2019, and issued another Not Approved letter citing numerous additional items to address.

J. Rabe explained that he contacted Mark Harris on May 24, 2019 to inform him about the situation. M. Harris subsequently met with Mark Rohloff, City Manager on May 28, 2019 to discuss if there is any way the City will allow our 2019 project to continue, while we work on addressing the Storm Water issues from the 2017 project. J. Rabe further explained that following the meeting, the City will not provide special approval to allow the 2019 project to continue past interior work for the existing building. J. Rabe explained that we are not allowed to do any excavation work for the proposed addition until the Storm Water issues are addressed and approved by the City, which will likely put the 2019 project on hold starting July 15, 2019.

Discussion ensued amongst the SWMB.

J. Rabe explained that another Storm Water submittal was sent to the City on June 28, 2019 and we have not received a response back from the City.

Discussion ensued amongst the SWMB.

7. Discussion/Action – Authorize End Use Planning Services for the Sunnyview Landfill: J. Rabe presented the Foth End Use Planning Services proposal for the Sunnyview Landfill to the SWMB as follows:

- Received a proposal from Foth on May 13, 2019 (Foth & SmithGroup team that performed the evaluation work for the Ken Robl Conservation Park)
- Reviewed possible layout of proposed park at Sunnyview Landfill centered around the large clay borrow source pond located in the NE corner of the property; total park area of approximately 31 acres
- Foth staff identify additional details of the site including but not limited to: updating site surveys, pond features including depth contours, fish population, pond bottom and sediment thickness, sediment and water sampling and wetland mitigation.
- SmithGroup staff will perform the master planning activities which will use the site evaluation details and preliminary park ideas previously established, and create two conceptual diagrams for park layout options for SWMB input/consideration.

J. Rabe explained to the SWMB that the total cost of the Sunnyview Park Site Evaluation proposal from Foth are estimated at \$62,500.

P. Eisen suggests putting this project on hold until we can determine how the planned Sexually Violent Person (SVP) supervised released housing will affect the potential park.

Discussion ensued amongst the SWMB.

M. Easker suggests putting this project on hold until the Storm Water issues associated with the 2019 Administration Office Addition & Renovation project have been approved by the City of Oshkosh.

Discussion ensued amongst the SWMB.

No action taken at this time.

8. Discussion – 2018 SWMB Annual Report: J. Rabe presented the draft 2018 SWMB Annual Report to the SWMB and explained that it included:

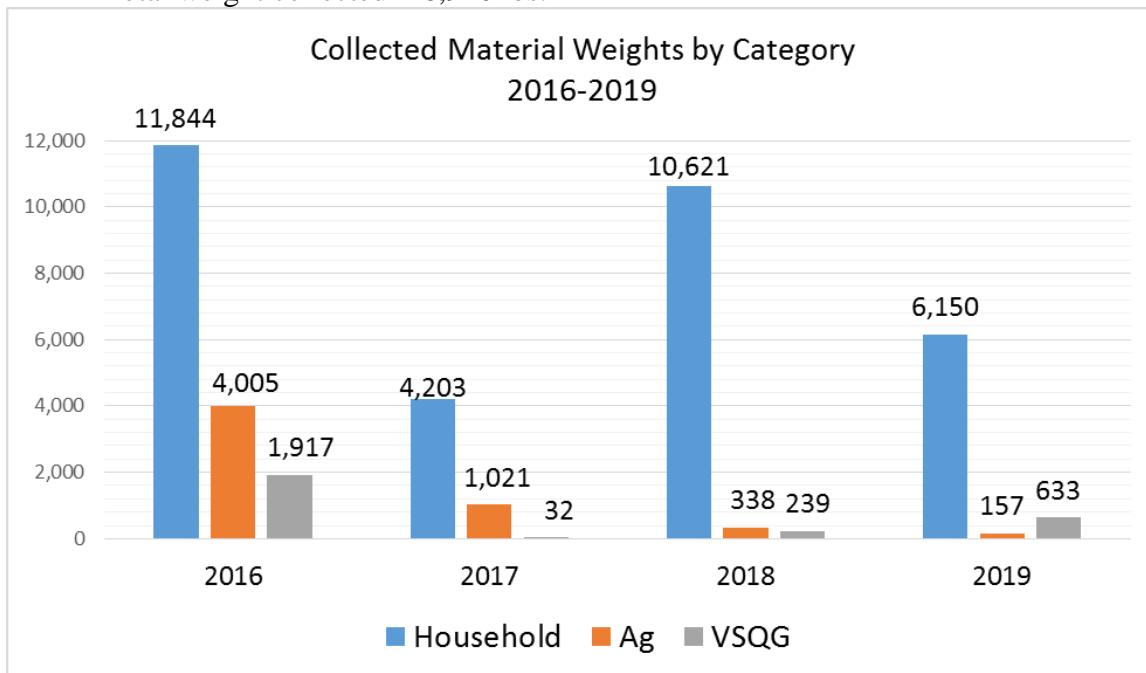
- An introduction page that included a summary of solid waste and recycling programs offered by the Solid Waste Department and a brief synopsis of the Tri-County Regional Partnership.
- Individual articles that highlight Transfer Station Operations, Diversion Programs, Closed Landfill Environmental Monitoring & Maintenance, Landfill Gas Collection & Utilization, Enhanced Recycling Services, Household Hazardous Material, Sharps Disposal Pilot Program, In Your Community and the Ken Robl Conservation Park.
- 2017-2018 Financial Reports (Statement of Revenues & Expenses, Balance Sheet, and Retained Earnings Reservation).

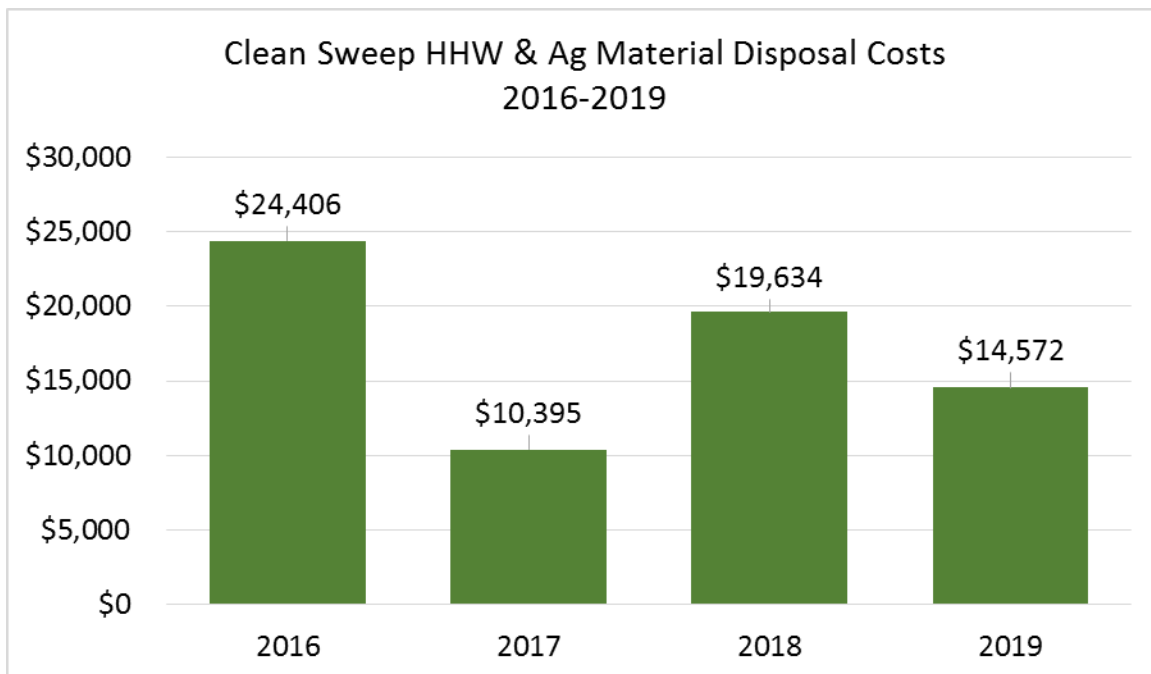
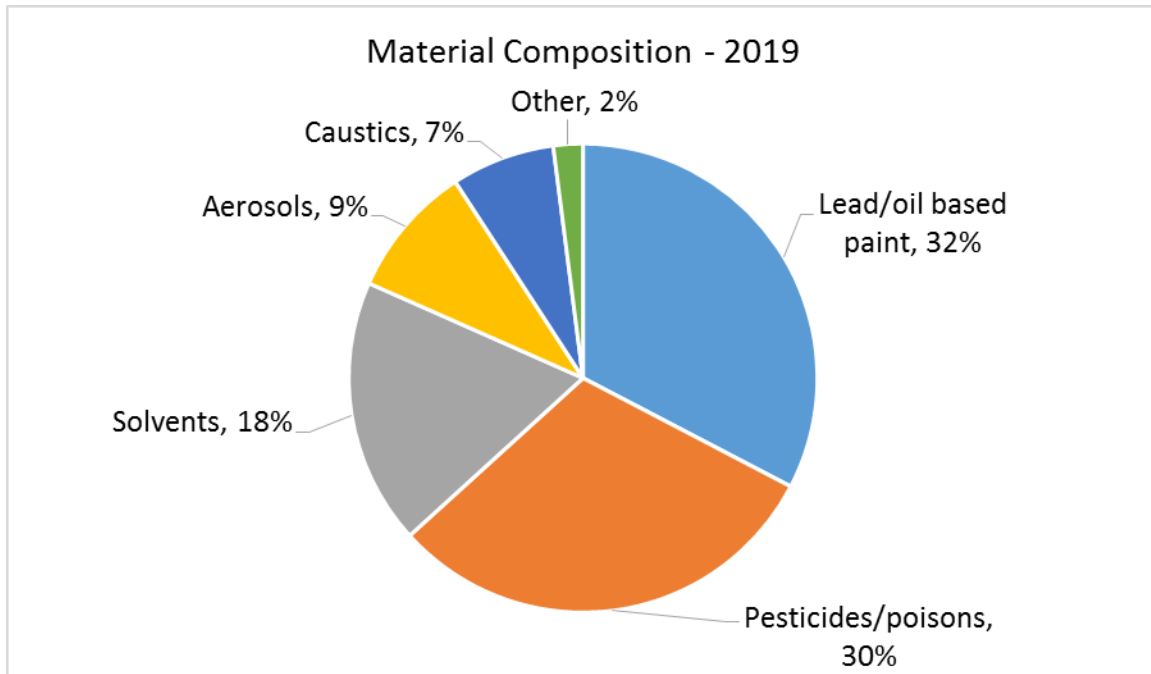
- 2017-2018 Tonnage Summary – categorized into material run through the Winnebago County Transfer Station and hauled to the Outagamie Northeast Landfill, material direct hauled to the Outagamie County Northeast Landfill and material managed by Winnebago County as recyclable materials.
- A list of SWMB Members, a list of SWMB Management Staff and the 2018 Organizational Chart.
- Facility contact information.

Discussion ensued amongst the SWMB.

9. Discussion – 2019 Clean Sweep Event Report: K. Hutter presented the 2019 Clean Sweep Event Report to the SWMB as follows:

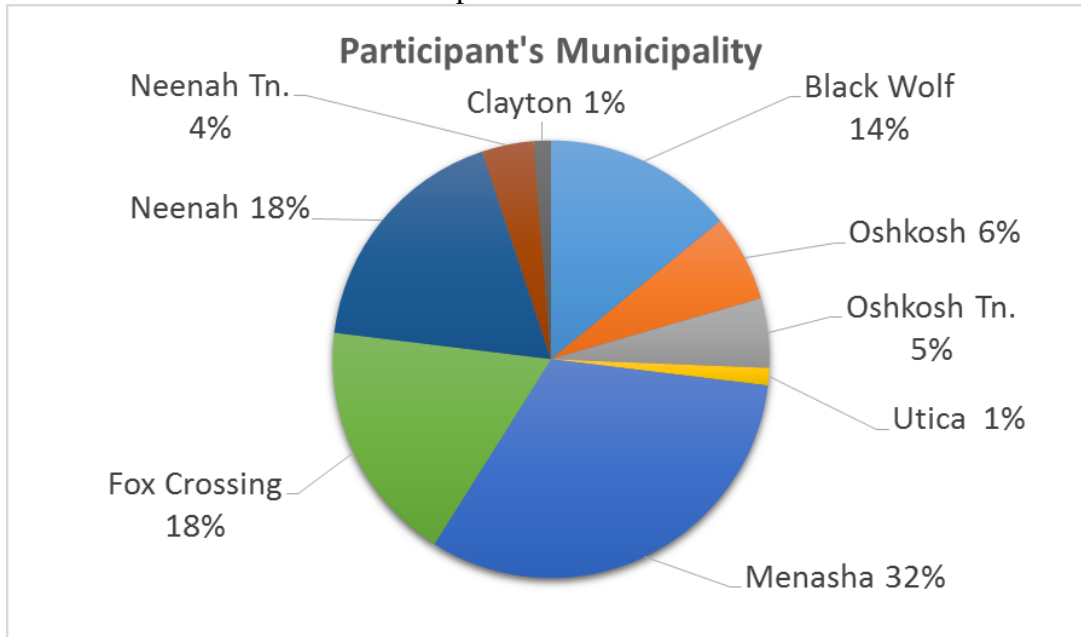
- Winnebago County’s 2019 Clean Sweep events were held on April 12th at:
 - Black Wolf Town Hall (9-11 a.m.)
 - Menasha Utilities (3-5 p.m.)
- Events were staffed by Veolia Environmental Services (Veolia ES) (Grant fund requirement) and Winnebago County (WC) Employee(s).
- Appointments were required to reduce participant wait time, better manage rate of incoming materials, and help Veolia ES determine staffing needs. Appointments were available online and via telephone.
- Collection participation results:
 - Black Wolf = 18 households, 1 farm, 1 Very Small Quantity Generator (VSQG).
 - Menasha = 59 households, 0 farms, 1 VSQG.
 - Total Collection = 77 households, 1 farm, 2 VSQG.
- Total weight collected = 6,940 lbs.



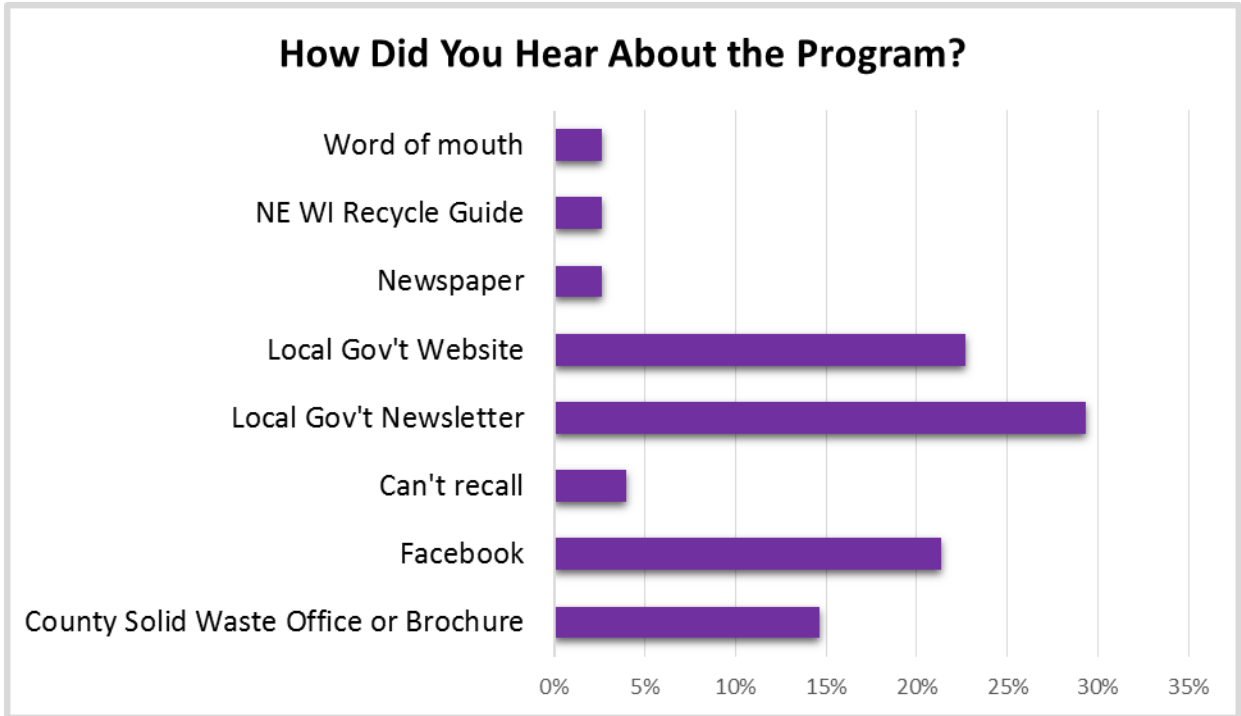


- 2019 disposal costs averaged \$2.31/lb. \$14,286 Household materials, \$286 Ag material, VSQG pay their own disposal fees. (Total = \$14,572)
- Brown County (BC) submitted a multi-county DATCP Grant Application that included BC, Outagamie County (OC), and WC.
- DATCP Grant award for WC = \$16,169 (HHW grant = \$10,669, Ag grant = \$5,500) WC match = \$10,667. Grant funds will be used toward Clean Sweep disposal costs. Remaining Clean Sweep expenses (advertising, publications, website maintenance, staffing, trash/recycling collection, etc.) and HHW Facility expenses will be used as match funds.

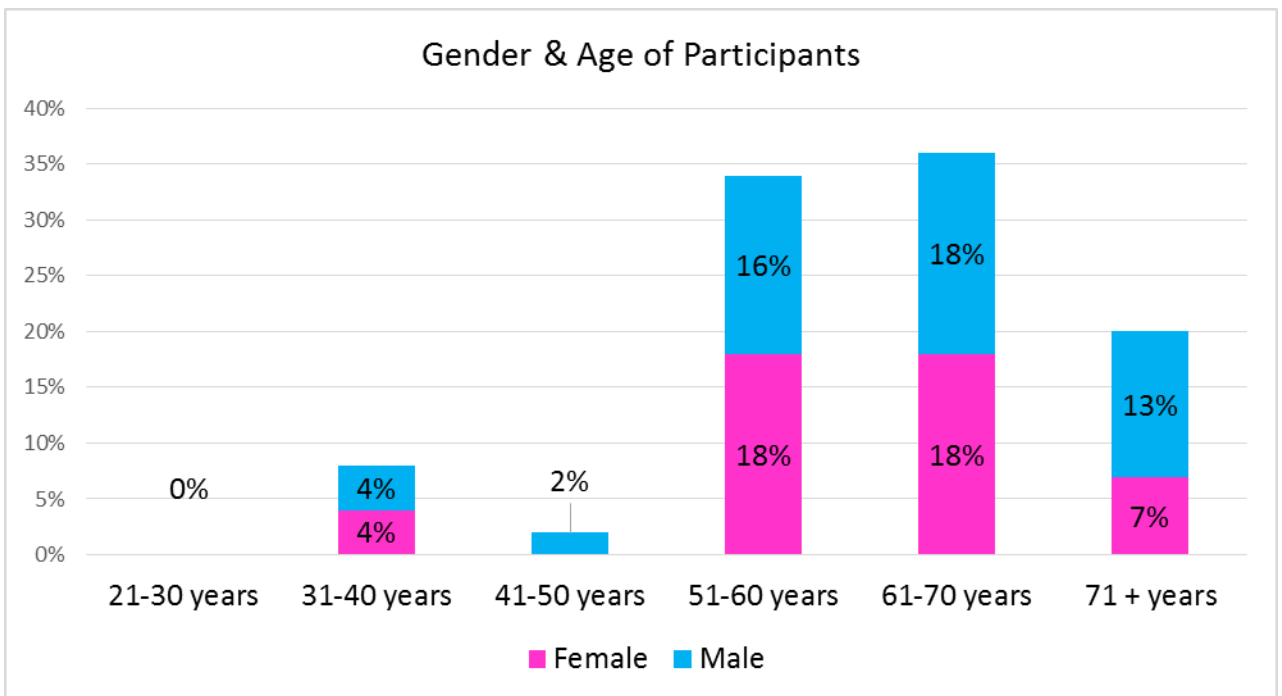
- As in previous years, all Winnebago County residents, farmers and VSQGs were invited to use the 2019 Clean Sweep Services.



- The 2019 Clean Sweep was advertised via:
 - County website
 - Solid Waste Facebook page posts & paid advertising
 - Black Wolf municipal website; Menasha Utilities website & Facebook
 - Facebook Menasha WI Forum, Mayor's Facebook page
 - Printed brochures available at SW Scale and Administrative Office
 - Printed brochures distributed to Municipal Offices
- WC RUs were encouraged to publish this event in their community newsletters and/or local government websites.



- Of the surveyed participants, 56% of participants were male, 44% were female.



Discussion ensued amongst the SWMB.

10. Future Agenda Items: None at this time.

11. Set Next Meeting Date: The next SWMB meeting date is scheduled for July 17, 2019 at 9:00 a.m.

12. Adjournment: Motion to adjourn made by D. Nelson and seconded by G. Konrad. Motion carried 7-0. Meeting was adjourned at 10:42 a.m.

Respectfully Submitted,

Cassie Stadtmueller
Administrative Associate

Approved by SWMB – July 17, 2019