

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

DATE: August 5, 2020

TIME: 9:05 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 (9:05 a.m. – 10:26 a.m.)
Paul Eisen, Secretary
Thomas Borchart
Mike Easker
Gerry Konrad
Susan Locke
Doug Nelson

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

1. Call to Order: P. O'Brien called the meeting to order at 9:05 a.m.
2. Approve Agenda: Motion to approve the August 5, 2020 agenda, made by T. Borchart and seconded by S. Locke. Motion carried 8-0.
3. Public Comments on Agenda Items: None.
4. Announcements/Communications: J. Rabe informed the Solid Waste Management Board (SWMB) that he implemented an internal mask directive for the Solid Waste Department Staff on July 20, 2020. J. Rabe explained that on July 30, 2020 Governor Tony Evers issued a statewide mask mandate and the Solid Waste Department will require anyone in the office to wear a mask at all times.

J. Rabe explained that during the department head meeting on August 4, 2020, the Winnebago County Health Department recommended having virtual Zoom meetings for all board and committee meetings.

J. Rabe informed the SWMB that the 2021 Executive/Finance Budget meeting is scheduled for August 27, 2020 at 9:00 a.m (Virtual meeting).

Discussion ensued amongst the SWMB.

5. Approval of Minutes – July 15, 2020 Open Session: Motion to approve the July 15, 2020 open session minutes, made by D. Albrecht and seconded by S. Locke. Motion carried 8-0
6. Discussion – 2021 Budget Workshop: J. Rabe presented the SWMB with the draft 2021 Budget as follows:
 - July 30, 2020 Memorandum summarizing the draft 2021 Budget
 - Mission Statement/Program Descriptions
 - Table of Organization
 - 2020 Accomplishments/2021 Goals & Objectives
 - Budget Detail
 - Capital Outlay
 - Travel & Conference, Small Equipment, Capital Outlay and Architect Engineer Summaries
 - Operational Expenses, Program Budgets, Escrow Accounts/Cash & Interest, Tipping Fee/Wisconsin Department of Natural Resources (WDNR) Surcharge and Retained Earnings Summaries

J. Rabe explained that landfill gas (LFG) power sales are slightly lower than anticipated for 2020; projected 2021 LFG power sales are \$1,650,000.

J. Rabe explained that the interest investments is greatly reduced and is projected at \$302,000.

J. Rabe explained that the Sunnyview Landfill Park Engineering/Construction is included in the Capital Outlay for 2021; projected expense is \$1,675,000.

J. Rabe explained that the Transfer Station Roadway Blacktop Replacement is included in the Capital Outlay for 2021; projected expense is \$200,000.

J. Rabe explained that Snell Road Landfill Groundwater Investigation/Alternative Options for Horizontal Groundwater Extraction System (HGWES) is included in the LTC expenses; projected expense is \$200,000.

J. Rabe stated that the draft 2021 Budget as presented includes a \$1.00/ton increase in the solid waste tipping fee (\$46.00/ton gate rate) and a \$5.00/ton increase to the recycling tipping fee (increased to \$15.00/ton). This results in a net deficit of \$212,167.

Discussion ensued amongst the SWMB.

P. Eisen suggested adding “acquire Huber Property” to the goals & objectives section of the budget packet.

Discussion ensued amongst the SWMB.

P. O’Brien suggested adding “working with other organizations in the community” to #8 in the goals & objectives section of the budget packet.

Discussion ensued amongst the SWMB.

T. Borchart asked if the Winnebago County Solid Waste Department recycles concrete. J. Rabe explained that since the landfill is closed, there is no use for it at our facility. J. Rabe further explained that customers are directed to take any concrete material directly to Outagamie County Landfill.

G. Konrad asked if the Highway Department would be able to use concrete material if we were to collect concrete in the future. J. Rabe stated he will look into this as an option.

Discussion ensued amongst the SWMB.

7. Closed Session:

- a. Pursuant to Section, 19.85(1) (e), Wisconsin Statutes, at this point in the meeting the Board shall consider a motion to convene into closed session for the purposes of deliberating or negotiating the purchase of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session, in relationship to the 2020/2021 Tonnage & Revenue Report and 2021 Tipping Fees.

Motion made by S. Locke and seconded by G. Konrad at 10:16 a.m. to convene into closed session. Motion carried 8-0 by roll call vote.

8. Return to Open Session to Resume Regular Business: Motion to return to open session at 11:27 a.m. made by P. Eisen and seconded by G. Konrad. Motion carried 7-0 by roll call vote.

9. Discussion/Action – Consider Approval of 2021 Budget and Tipping Fees: Motion to approve the 2021 Budget with the discussed changes and increase the solid waste tipping fee by \$1.00/ton (\$46.00/ton gate rate) and a \$5.00/ton increase to the recycling tipping fee, made by M. Easker and seconded by G. Konrad. Motion carried 7-0.

10. Future Agenda Items: None at this time.

11. Set Next Meeting Date: The next SWMB meeting date is scheduled for August 19, 2020 at 9:00 a.m.

12. Adjournment: Motion to adjourn made by G. Konrad and seconded by P. Eisen. Motion carried 7-0. Meeting was adjourned at 11:29 a.m.

Respectfully Submitted,

Cassie Stadtmueller
Administrative Associate

Approved by SWMB – September 2, 2020