

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

DATE: August 16, 2017

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
Jerry Finch
Mike Easker
Gerry Konrad
Susan Locke

EXCUSED: David Albrecht
Doug Nelson

ALSO PRESENT: John Rabe, Director of Solid Waste
Cassie Stadtmueller, Administrative Associate

1. Call to Order: P. O'Brien called the meeting to order at 9:01 a.m.
2. Approve Agenda: Motion to approve the August 16, 2017 agenda, made by J. Finch and seconded by K. Robl. Motion carried 7-0.
3. Public Comments on Agenda Items: None.
4. Announcements/Communications: P. Eisen notified the Solid Waste Management Board (SWMB) that an Invitation to Bid for Ken Robl Conservation Park (KRCP) was published in the Oshkosh *Northwestern*.

J. Rabe informed the SWMB of a notice the Solid Waste Department received in regards to a workman's compensation claim for a Kreilkamp driver that occurred on August 23, 2016 at the Transfer Station. J. Rabe explained that we do not have any documentation of this injury occurring. J. Rabe further explained that this information was forwarded on to our insurance carrier.

Discussion ensued amongst the SWMB.

5. Approval of Minutes – August 9, 2017 Open and Closed Session: Motion to approve the August 9, 2017 open and closed session minutes, made by J. Finch and seconded by G. Konrad. Motion carried 7-0.

6. Discussion – 2018 Budget Update: J. Rabe updated the SWMB on the 2018 Budget as follows:
 - August 9, 2017 Open Minutes show the SWMB approved the 2018 budget with the \$1/ton increase to the solid waste tipping fee (~\$114,874 deficit).
 - Budget meeting with the County Executive/Financial Director/Human Resources will be held on August 29, 2017.
 - Final 2018 Budget documents will be distributed at the September 6, 2017 SWMB meeting.

7. Discussion/Action – Snell Road Final Cover Maintenance/Repairs: J. Rabe discussed the Snell Road Final Cover Maintenance/Repairs with the SWMB as follows:
 - July 10, 2017 WI Department of Natural Resources (WDNR) inspection of the closed Snell Road Landfill produced a Notice of Non-Compliance (NON) letter dated July 25, 2017.
 - Requires follow-up maintenance/repair to final cover – both fill/topsoil placement and reseeded to repair bare areas where vegetation is sparse and settlement areas where water is ponding.
 - Foth Infrastructure & Environment (Foth) will update draft Figures to identify/survey the maintenance areas.
 - Written response of planned work and schedule due to WDNR by August 23, 2017.
 - Work with Buteyn Peterson to provide T&M work as an “emergency” repair in September.

Discussion ensued amongst the SWMB.

8. Discussion – Construction Projects and Operational Updates: J. Rabe updated the SWMB on the Sludge Site Final Cover Construction Project (SW03-17) as follows:
 - Geomembrane and geocomposite installations have been completed by Clean Air & Water.
 - Anchor trench toe drain and outlets are almost complete by Buteyn Peterson.
 - Rooting zone hauling and placement continues; Topsoil hauling and placement in horseshoe area has started.
 - Potential Brooks Road/Green Valley Road repair issues with Boss Farm borrow site (letter to C. Farrey).
 - Access road and landscaping to take place is late August.
 - Substantial completion should be reached by September 2, 2017.

Discussion ensued amongst the SWMB.

J. Rabe updated the SWMB on the Residential Drop-off Area Modifications Project (SW04-17) as follows:

- 3rd ramp and loading dock grading/gravel areas are completed.
- Grading and gravel activities around/north of cold storage building are completed.

- Berm completed and seeding/e-mat started on August 15, 2017.
- Concrete pads around 3rd ramp were poured on August 15, 2017.
- Asphalt paving work should be completed by August 18, 2017.
- Project should reach substantial completion by August 26, 2017.

Discussion ensued amongst the SWMB.

J. Rabe updated the SWMB on the Ken Robl Conservation Park (SW07-17) as follows:

- Advertised on August 8 and August 15, 2017.
- Prebid meeting scheduled for August 22, 2017.
- Bids due on August 29, 2017.
- Award to be made at the September 6, 2017 SWMB meeting.
- No update on WDNR grant.
- Parks Department/Eileen McCoy working on general signage; educational aspects/signage will be under separate contract.
- Foth working on response to City of Oshkosh August 11, 2017 Site Plan Review questions.

Discussion ensued amongst the SWMB.

J. Rabe discussed the operational updates to the SWMB as follows:

- Temporarily storing brush/yard waste on SWMB property south of Y/west of Transfer Station due to Residential Drop-Off Area Modifications project activity/congestion; plan to move back to the Landfill once asphalt paving is complete.
- Once Residential Drop-Off Area Modifications project is complete, plan to move asphalt shingle recycling storage area to outside bunker location at the Landfill.
- Planning to roll out color coordinated dumpsters and signage for various waste and diversion materials: Orange=construction & demolition; Brown=clean wood; Yellow=trash; Red=metal; Blue=curbside recycling.

Discussion ensued amongst the SWMB.

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

Landfill Gas Operations – August 14, 2017		Meter Op. Hours	One-Week Runtime
Engine #2	Running at 987 KW	51719	168
Engine #3	Off	20747	30
Engine #4	Running at 950 KW	16288	167
Engine #5	Running at 1200 KW	17989	165
Sunnyview Compressor	Compressor A running at 86%. Pipeline outflow 1475 scfm.		

Sunnyview Flare	Flare – Off; Vacuum = -22’’ wc; Blower 104 and 105 running at 60%; 103 - off			
Sunnyview Gas Field	CH4 = 52.4% O2 = 0.7%			
Snell Rd Flare	Flare – On; Flow = 115 scfm; Vacuum = -16.0’’ wc			
Snell Rd Gas Field	CH4 = 48.4% O2 = 2.0%			

- WPS/Highway Revenues are ~\$211,000 for July 2017 (preliminary); on target to meet budgeted revenues of \$2.6 Million.
- Foth is performing August monthly monitoring the week of August 14 - August 18, 2017.
- Early to Mid-September, we’ll be switching over to Shell Mysella S5S oil for Engines #2-5 (previously used Citgo Pacemaker).
- Utility Safety & Design, Inc. (USDI) still working on pipeline repairs for the Public Service Commission (PSC) compliance – valve boxes, tracer wire and above grade HDPE pipe.

10. Future Agenda Items: None at this time.

11. Set Next Meeting Date: The next SWMB meeting date is scheduled for September 6, 2017 at 9:00 a.m.

12. Adjournment: Motion to adjourn made by J. Finch and seconded by G. Konrad. Motion carried 7-0. Meeting was adjourned at 10:25 a.m.

Respectfully Submitted,

Cassie Stadtmueller
Administrative Associate

Approved by SWMB – September 6, 2017