

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

DATE: October 19, 2016

TIME: 9:00 a.m.

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

PRESENT: Ken Robl, Vice Chairman  
Paul Eisen, Secretary  
David Albrecht (9:05 a.m. – 10:01 a.m.)  
Mike Easker  
Jerry Finch (9:01 a.m. – 9:59 a.m.)  
Gerry Konrad  
Susan Locke  
Doug Nelson

EXCUSED: Pat O'Brien, Chairman

ALSO PRESENT: John Rabe, Director of Solid Waste  
Kathy Hutter, Administrative Associate – Solid Waste  
Kurt Pernsteiner, Solid Waste Operations Manager  
John Fink, County Executive Assistant

1. Call to Order: K. Robl called the meeting to order at 9:00 a.m.
2. Approve Agenda: Motion to approve the October 19, 2016 agenda, made by G. Konrad and seconded by S. Locke. Motion carried 6-0.
3. Public Comments on Agenda Items: None.
4. Announcements/Communications: J. Rabe explained to the Solid Waste Management Board (SWMB) that the next meeting, scheduled for November 2, 2016 will conflict with County Budget deliberations. J. Rabe asked SWMB members to consider moving the next meeting to November 9, 2016 if a quorum of members could attend. The general consensus of the SWMB was to hold the next meeting on November 9, 2016 at 9 a.m.
5. Approval of Minutes – October 5, 2016 Open Session: Motion to approve the October 5, 2016 open session minutes, made by J. Finch and seconded by G. Konrad. Motion carried 7-0.

6. Discussion/Action – Consider Award of Transfer Station Tip Floor Replacement Project: K. Pernsteiner explained to the SWMB that a section of broken concrete flooring in the Transfer Station Tip Floor area was identified as an operational safety hazard and budgeted for replacement in 2016 (\$50,000). K. Pernsteiner explained that the Transfer Station Tip Floor Replacement Project (SW06-16) was published for bid in early October 2016 and a pre-bid meeting was held on October 4, 2016; four contractors attended. Bids were due on October 11, 2016; Staff received one bid. K. Pernsteiner presented the SWMB with the Tip Floor Replacement Project Bid Tally results – Miron Construction (Miron), \$93,005.00. K. Pernsteiner indicated that Miron confirmed that they understood the requirements of the Project and that it could be completed within the allotted timeframe (completion by November 15, 2016).

K. Pernsteiner explained to the SWMB that the initial \$50,000 Budget for the Tip Floor Replacement Project was estimated to replace a specific section of the concrete tip floor that showed obvious damage. Foth Infrastructure & Environment (Foth) inspected the area of concern and determined that a larger section of the concrete floor required replacement. Foth's estimated construction cost was \$99,600. K. Pernsteiner presented the 2016 Capital Outlay Summary to the SWMB and explained that \$29,290 remaining from the Boiler System Replacement Project (completed – under budget) and unused funds from the Landfill Convenience Area Paving (phase work that will not be completed in 2016) can be used to cover the remaining, unbudgeted expense (\$43,005) of the Tip Floor Replacement Project.

K. Pernsteiner asked the SWMB to consider awarding the Transfer Station Tip Floor Replacement Project to Miron for \$93,005, and to source additional funding from unused, 2016 Capital Outlay Project funds.

Discussion ensued amongst the SWMB.

Motion made by D. Nelson and seconded by J. Finch to Award the Transfer Station Tip Floor Replacement Project (SW06-16) to Miron Construction for a lump sum cost of \$93,005, and to transfer unused 2016 Capital Outlay funds from the Boiler System Replacement Project and Landfill Convenience Area Paving Project to the Transfer Station Tip Floor Replacement Project to cover the remaining cost of the Project Award (\$43,005). Motion carried 8-0.

7. Discussion – Tonnage Reports: K. Pernsteiner presented the SWMB with the 2016 Tonnage Summary, Winnebago County Solid Waste (WCSW) Customers (January – September 2016 compared to 2014 and 2015). K. Pernsteiner indicated that WCSW Customer material tonnage disposed at the Outagamie County (OC) Landfill has a slight downward trend in 2016; use of material diversion programs have contributed to the current trend. Sunnyview Sludge Site waste tonnages are showing an upward trend in 2016 due to a significant increase in papermill sludge and coal ash products accepted at the Sunnyview Sludge Site. Construction & demolition (C&D) and asphalt shingle recycling program tonnages also show an upward trend in 2016. J. Rabe added that single stream recycling tonnages are also projected to increase slightly in 2016.

K. Pernsteiner presented the Brown, Outagamie, Winnebago (BOW) County Tonnage Comparison (January-September 2016 compared to 2015) to the SWMB. K. Pernsteiner indicated that BOW 2016 tonnage trend is showing that disposal tonnages are expected to be slightly lower than 2015 totals. J. Rabe added that continued use of material diversion programs and fluctuation of a few specific customers' disposal needs have reduced the overall amount of solid waste sent to the OC Landfill.

Discussion ensued amongst the SWMB.

8. Discussion – Transfer Station Safety Training/Operational Improvements: K. Pernsteiner presented Transfer Station Safety Training/Operational Improvements to the SWMB. K. Pernsteiner explained to the SWMB that 2016 Operational Improvements include compactor installation (in progress), improved parking lot lighting and loading dock lighting (completed), updated Facility Rules and Hauler Guidelines (completed), BOW Transfer Station General Rules and Emergency Plans (completed), Safety Vest Policy Update (completed). K. Pernsteiner further explained that Transfer Station Operator Training will be completed in October 2016, including: a training session with Brian Margan, Willis, for Transfer Station job site safety, review of the recent Transfer Station fire incident video and open discussion for future Transfer Station training.

K. Pernsteiner explained to the SWMB that Operational Improvements planned for 2017 include: expansion of the security camera system, expansion of a paved truck staging area and exit driveway approach located on the east side of the Transfer Station and site improvements for shingle recycling.

K. Pernsteiner stated that he will continue to attend quarterly BOW Solid Waste Safety Meetings, he plans to host a Hauler Safety Meeting and he will continue to research video and online Transfer Station Operations training resources.

Discussion ensued amongst the SWMB.

P. Eisen stated he felt that a comprehensive evaluation should be completed by an outside consultant to determine the needs for Transfer Station Training and Operational Improvements for current and future operations.

D. Nelson stated that he felt that the steps Staff have taken to focus on Transfer Station Training and Operational Improvements seem reasonable; Staff should have 6-12 months to evaluate the effectiveness of their safety plan before the SWMB considers hiring an outside consultant for a comprehensive evaluation.

M. Easker suggested inquiring with the County's Workers' Compensation/Disability Insurance provider to see if there is a Safety Advisor service available.

9. Discussion – Landfill Gas Operations Update: J. Rabe updated the SWMB with the following landfill gas (LFG) operations report.

Landfill Gas Operations – October 17, 2016			Meter Op. Hours	One-Week Runtime
Engine #1	Out of service	Fire damage	0	0
Engine #2	Running at 987 KW		46798	126
Engine #3	Running at 987 KW		16379	152
Engine #4	Running at 1040 KW		10074	151
Engine #5	Running at 1426 KW		11681	152
Sunnyview Compressor	Compressor A & B running at 48%. Pipeline outflow = 1480 scfm.	Preventative maintenance 10/10/16 - 10/14/16		
Sunnyview Flare	Flare – Off; Vacuum = -26’’ wc; Blower 103/104 running at 55%; 105–Off	Preventative maintenance 10/10/16 - 10/14/16		
Sunnyview Gas Field	CH4 = 51.6% O2 = 1.0%			
Snell Rd Flare	Flare – On; Flow = 111 scfm; Vacuum = -16.0’’ wc			
Snell Rd Gas Field	CH4 = 49.5% O2 = 1.7%			

- WPS/Highway Revenues are \$198,914 for September 2016; Target revenues of ~\$2.8M are expected for 2016 with Engine #1 out of service (Budgeted revenues are \$2.6M).
- Engine #1 – Staff are reviewing options for replacement/relocation (probable discussion topic for the November 9, 2016 SWMB Meeting).

Discussion ensued amongst the SWMB.

10. Future Agenda Items: None.

11. Set Next Meeting Date: The next SWMB meeting date is scheduled for November 9, 2016 at 9:00 a.m.

12. Adjournment: Motion to adjourn made by S. Locke and seconded by D. Albrecht. Motion carried 7-0. Meeting was adjourned at 10:01 a.m.

Respectfully Submitted,

Kathy Hutter  
Administrative Associate – Solid Waste

**Approved by SWMB – November 16, 2016**