

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

DATE: November 6, 2019

TIME: 9:05 a.m.

LOCATION: Highway Department
900 W. County Road Y
Oshkosh, WI

PRESENT: David Albrecht, Vice Chairman
Paul Eisen, Secretary
Mike Easker
Gerry Konrad
Susan Locke (9:14 a.m. – 10:13 a.m.)
Doug Nelson

EXCUSED: Pat O'Brien, Chairman
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
John Fink, Executive Assistant

1. Call to Order: D. Albrecht called the meeting to order at 9:05 a.m.
2. Approve Agenda: Motion to approve the November 6, 2019 agenda, made by M. Easker and seconded by G. Konrad. Motion carried 5-0.
3. Public Comments on Agenda Items: None.
4. Announcements/Communications: J. Rabe informed the Solid Waste Management Board (SWMB) that County Board approved the 2020 Solid Waste Budget on October 30, 2019 with no questions.

J. Rabe informed the SWMB that on October 11, 2019 WI Counties Solid Waste Management Association Executive Board meeting discussed Waste Management/Advanced Disposal Services merger and legal impacts.

K. Hutter informed the SWMB that the WI Department of Natural Resources (WDNR) held a MRF Stakeholder meeting at the J.P. Coughlin Center on October 7, 2019. K. Hutter explained

that the WDNR provided updates on the following topics: international and domestic recycling markets, WI recycling regulations for Responsible Units (RU) and MRFs, reviewed the MRF survey and discussed the top 3 items for difficulty to move/sell and top 3 contaminants, discussion on incoming material quality and changes since last year and reviewed resources for MRFs. K. Hutter further explained that the MRF Stakeholder meeting presentations can be viewed online at the WDNR website.

Discussion ensued amongst the SWMB.

5. Approval of Minutes – October 16, 2019 Open Session: Motion to approve the October 16, 2019 open session minutes, made by G. Konrad and seconded by P. Eisen. Motion carried 6-0.
6. Discussion/Action – Changes to 2020 Standard Rate Schedule: K. Pernsteiner presented the SWMB with proposed changes to the 2020 Standard Rate Schedule (effective January 1, 2020) as follows:
 - Revised, two-page format similar to rate sheets from Brown & Outagamie Counties
 - The 2020 Rates for General Refuse, Construction and Demolition, and Asphalt Shingles will increase to \$45.00/ton (from \$44.00/ton) as approved by the SWMB during the 2020 Budget Workshop.
 - No other changes to rates for General or Recyclable Wastes

Discussion ensued amongst the SWMB.

Motion to approve the 2020 Standard Rate Schedule, made by M. Easker and seconded by D. Nelson. Motion carried 6-0.

7. Discussion/Action – Administrative Office Addition & Renovation Project: J. Rabe presented the Administrative Office Addition & Renovation Project update to the SWMB as follows:
 - Construction photos
 - Updated construction schedule – substantial completion remains January 3, 2020
 - City of Oshkosh site plan review invoice \$6,456
 - Remaining site plan review items – As-built report/inspection and storm water O&M agreement
 - Draft dedication plaque mockup
 - Final office furniture design/cost estimate – estimated at ~\$100,000

Motion to authorize the SW Staff to purchase office furniture made by, D. Nelson and seconded by G. Konrad. Motion carried 6-0.

8. Discussion – Transfer Station Office Demolition & Renovation Project: J. Rabe presented the Transfer Station Office Demolition & Renovation Project to the SWMB as follows:
 - Remove majority of Transfer Station office; rodent proof fire suppression system/hallway, move IT closet to existing electrical room and add unisex bathroom in hallway (review drawings)
 - October 15, 2019 – Martin Riley (M/R) 50% design meeting
 - October 28, 2019 – M/R 100% design meeting
 - October 29, 2019 – Released bid documents/advertise

- November 5, 2019 – Mandatory pre-bid meeting with contractors/subcontractors
- November 11, 2019 – Addendum #1 will be issued
- November 18, 2019 – Bids due
- November 20, 2019 – Consider award at SWMB meeting
- December 2, 2019 – Construction commence
- January 14, 2020 – Substantial completion
- January 28, 2020 – Final completion

Discussion ensued amongst the SWMB.

9. Future Agenda Items: None at this time.
10. Set Next Meeting Date: The next SWMB meeting date is scheduled for November 20, 2019 at 9:00 a.m. (J.P. Coughlin Center, Room A).
11. Adjournment: Motion to adjourn made by D. Nelson and seconded by M. Easker. Motion carried 6-0. Meeting was adjourned at 10:13 a.m.

Respectfully Submitted,

Cassie Stadtmueller
Administrative Associate

Approved by SWMB – November 20, 2019