

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

DATE: November 21, 2018

TIME: 9:00 a.m.

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

PRESENT: Pat O'Brien, Chairman  
Ken Robl, Vice Chairman  
Paul Eisen, Secretary  
David Albrecht  
Jerry Finch  
Susan Locke  
Doug Nelson

EXCUSED: Mike Easker  
Gerry Konrad

ALSO PRESENT: John Rabe, Director of Solid Waste  
Cassie Stadtmueller, Administrative Associate  
Kurt Pernsteiner, Operations Manager  
Zach Moureau, Environmental Manager  
Matt Wiedenhoeft, MartinRiley (9:00 a.m. – 9:57 a.m.)

1. Call to Order: P. O'Brien called the meeting to order at 9:00 a.m.
2. Approve Agenda: Motion to approve the November 21, 2018 agenda, made by J. Finch and seconded by D. Albrecht. Motion carried 7-0.
3. Public Comments on Agenda Items: None.
4. Announcements/Communications: J. Rabe informed the Solid Waste management Board (SWMB) that P. O'Brien will not be at the December 5, 2018 SWMB meeting so K. Robl will act as the Chairman.

J. Rabe informed the SWMB that County Board member Steve Binder requested an agenda topic at the next meeting to discuss the possibility of creating a 3-5 acre community garden at the Snell Road Landfill.

P. Eisen informed the SWMB that on November 15, 2018 there was an article in the Appleton Post Crescent about the Outagamie County Landfill and their use of a hawk to control the seagull issue.

Discussion ensued amongst the SWMB.

5. Approval of Minutes – November 7, 2018 Open Session: Motion to approve the November 7, 2018 open session minutes, made by D. Nelson and seconded by K. Robl. Motion carried 7-0.
6. Discussion/Action – Preliminary Office Addition/Renovation Layout Review: M. Wiedenhoeft presented the Preliminary Office Addition/Renovation Layout Review to the SWMB as follows:
  - Existing building structure (pre-engineered); new construction will need to be supported by its own separate foundation/framing.
  - Draft layout for addition/renovation of building
  - Roof drainage and water flow
  - Mechanicals
    - Should be able to use existing boilers
    - Air handler will be replaced
    - Electrical service should be okay as-is; Lighting will change to LED
    - Enlarged/revised parking lot

Discussion ensued amongst the SWMB.

7. Discussion/Action – Pipeline Safety Enforcement for 2018: Z. Moureau presented the SWMB with the Pipeline Safety Enforcement for 2018 as follows:
  - The Public Service Commission (PSC) performed a final inspection of the Landfill Gas (LFG) transmission pipeline and associated plans on October 25, 2018. Probable Non-Compliance Items identified during this inspection include:
    - Several modifications have been made to the O&M manual based upon the inspection.
    - The current supply of LFG to the Highway Department boiler system can be maintained; however, an aboveground control valve needs to be installed at least twenty feet away from the building.
    - Aboveground HDPE transmission piping at the Sunnyview compressor building, Engines #4 and #5 near the Law Enforcement Center, and behind the Snell Road Landfill compressor building must be buried. These pipes will be buried within a “planter box” filled with soil. All other aboveground HDPE transmission piping under the jurisdiction of the PSC will be removed during the Snell Road Landfill Maintenance Project early next year.
    - A pressure relief valve must be installed on the transmission piping to allow pressure relief in an emergency.
    - The transmission piping going to the Highway Department and Engines #4 and #5 must be pressure tested during the annual shutdown next year.
    - LFG must be sampled twice each year for hydrogen sulfide to ensure the gas remains naturally odorized.
    - Underground pipeline caution signs were installed on both sides of County Road Y where the pipeline crosses beneath the road.

- Several other Potential Future Non-Compliance Items were also identified during the inspection and involve modifications already made to the O&M manual and items that will be addressed when the above modifications are made.
- The report states a response must be sent to the PSC within 45 days. Utility Safety & Design, Inc. (USDI) has generated a draft response letter that will be submitted to the PSC in the next week.

Discussion ensued amongst the SWMB.

8. Discussion/Action – Landfill Gas Operations Update: Z. Moureau presented the SWMB with the following Landfill Gas Operations Update:

Landfill Gas Operations – November 19, 2018			Meter Op. Hours	One-Week Runtime
Engine #2	Down	Gearbox to be installed November 21, 2018	58072	0
Engine #3	Running at 987 KW		29545	80
Engine #4	Running at 1020 KW		3322	168
Engine #5	Running at 1400 KW		23170	166
Sunnyview Compressor	Compressor B running at 64%. Pipeline outflow 1,051 scfm.			
Sunnyview Flare	Flare –Off; Vacuum = -13’’ wc; Blower 103 and 104 on; 105 – off			
Sunnyview Gas Field	CH4 = 54.9% O2 = 0.5%			
Snell Rd Flare	Flare – On; Flow = 98 scfm; Vacuum = -16.0’’ wc			
Snell Rd Gas Field	CH4 = 46.9% O2 = 2.9%			
Miscellaneous	Measure & record spark plug firing voltages on all engines. Remove and replace all spark plugs out of specs. Clean and regap spark plugs removed from engines.			

- WPS/Highway revenues – \$197,609 for October 2018 (on target to meet Budget estimated at \$2.1 Million). Energy revenue from October was the second highest month in 2018.

- Engines #3, #4 and #5 are currently running, with occasional planned shutdown of Engine #3 overnight due to declining gas quality.
- Engine #2 gearbox was sent out to L & S Electric for a warranty repair and will be reinstalled November 21, 2018 and will be available as a backup.
- PJ Kortens is performing the SCADA system upgrade. The system upgrade will allow remote monitoring of the gas collection/power generation systems and the ability to control several components remotely.
- Annual stack testing was performed at Engine #5 last week, along with 5-year stack testing for Formaldehyde at Engines #3 and #4.
- Foth Infrastructure & Environment (Foth) was onsite last week to perform monthly LFG monitoring. No issues identified during the monitoring event.
- Positive pressure and a surface emission exceedance were observed at GW-121 during the September monitoring event and the third quarter surface emission monitoring event. A permanent LFG collection piping bypass was installed at GW-121 and vacuum was returned to the gas well.

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 December 5, 2018 at 9:00 a.m.
11. Adjournment: Motion to adjourn made by J. Finch and seconded by D. Nelson. Motion carried 7-0. Meeting was adjourned at 10:15 a.m.

Respectfully Submitted,

Cassie Stadtmueller  
Administrative Associate

**Approved by SWMB – December 5, 2018**