

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

DATE: December 7, 2016

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 (9:01 a.m. – 10:23 a.m.)
Mike Easker (9:01 a.m. – 10:23 a.m.)
Jerry Finch
Gerry Konrad
Susan Locke
Doug Nelson

ALSO PRESENT: John Rabe, Director of Solid Waste
Kathy Hutter, Administrative Associate – Solid Waste
Kurt Pernsteiner, Solid Waste Operations Manager
Chuck Orenstein, Director of Finance (9:00 a.m. – 9:37 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 December 7, 2016 agenda, made by K. Robl and seconded by J. Finch. Motion carried 7-0.
3. Public Comments on Agenda Items: None.
4. Announcements/Communications: J. Rabe explained to the Solid Waste Management Board (SWMB) that he received an email from Rob Keller, Winnebago County (WC) District 32 Supervisor asking for Solid Waste (SW) Staff to consider posting recycling fee information for Wisconsin Department of Natural Resources (WDNR) banned landfill items on the SW website. R. Keller's email indicated that a recent Town of Nekimi meeting generated comments about an increase in illegal roadside dumping and concern that the perceived high-cost of recycling WDNR banned items causes people to dump them roadside rather than recycle them. J. Rabe explained to the SWMB that Staff are developing a strategy to better inform citizens of the reasonable rates to properly recycle banned landfill items. Once completed, this information will be made available on the SW website, social media and shared with county municipalities.

J. Rabe explained to the SWMB that Brown County (BC), Outagamie County, Waupaca County, and WC joined forces to apply for a 2017 WI Clean Sweep Grant (Grant) funded by the Department of Agriculture, Trade and Consumer Protection (DATCP). The 2017 Grant Award for the total group is \$20,500 for Agricultural Hazardous Waste (AG) and \$34,000 for Household Hazardous Waste (HHW). WC's portion of 2017 Grant Award is \$6,500 for AG and \$8,500 for HHW. Grant funds will be used to offset 2017 Clean Sweep Event expenses.

5. Approval of Minutes – November 16, 2016 Open Session: Motion to approve the November 16, 2016 open session minutes, made by J. Finch and seconded by G. Konrad. Motion carried 8-0. D. Nelson abstained.
6. Discussion/Action – SWMB Investment Options: J. Rabe explained to the SWMB that Investment Options were last discussed at the June 15, 2016 meeting. J. Rabe asked C. Orenstein to return and present an investment portfolio update to the SWMB.

C. Orenstein distributed investment information packets to the SWMB and explained that he restructured the County Portfolio to include more long-term securities. This investment strategy is expected to yield an increase in earnings of ~0.25%. C. Orenstein indicated that he plans to continue to research County cash flow needs and move available funds into longer term securities as investments mature.

C. Orenstein and SWMB Staff recommend continuing to invest SWMB Funds with the County Funds to maximize investment interest for the entire County Portfolio.

Discussion ensued amongst the SWMB.

Motion made by D. Albrecht and seconded by J. Finch, to accept C. Orenstein's Investment Strategy and to continue to invest SWMB Funds within the County Portfolio. Motion carried 9-0.

7. Discussion/Action – Engine #1 Replacement/Insurance Claim Options: J. Rabe explained to the SWMB that the fire incident involving Engine #1 was last discussed at the September 7, 2016 meeting. J. Rabe stated that declining landfill gas (LFG) flows will directly impact the need to replace Engine #1. J. Rabe further explained that:
 - Current LFG flows are ~1400-1500 cfm with 4 engines running or 3 engines running with excess LFG flared.
 - Leachate recirculation has had limited effect on LFG flows and it is very labor intensive.
 - Future projections indicate a ~5-6% reduction annually in LFG flows.
 - Phase out of Engine #2 will begin in 2017/2018; expected reduction in LFG flows will only require 3 engines running or 2 engines running with excess LFG flared.

J. Rabe indicated that the Insurance provider is considering the damage from the August 6, 2016 Engine #1 fire to be a total loss (\$10,000 deductible). J. Rabe presented the following Replacement Options to the SWMB:

- Replace Engine #1 at Snell Road Location – 6 to 9 month lead time; air permitting will likely create complications.

- Replace Engine at Law Enforcement Center (LEC) location – 6 to 9 month lead time; air permitting will likely create complications.
- No replacement – recoup 50% value of replacement (~\$400,000 – Actual Cash Value).
- Lost revenues from Engine #1 (same for every option) will be evaluated separately once a claim option is determined.

SWMB Staff recommend filing an Actual Cash Value insurance claim instead of replacing Engine #1 and using proceeds to fund other LFG program needs.

Discussion ensued amongst the SWMB.

Motion made by J. Finch and seconded by S. Locke, to not replace Engine #1 and pursue Actual Cash Value and lost revenues with an insurance claim. Motion carried 9-0.

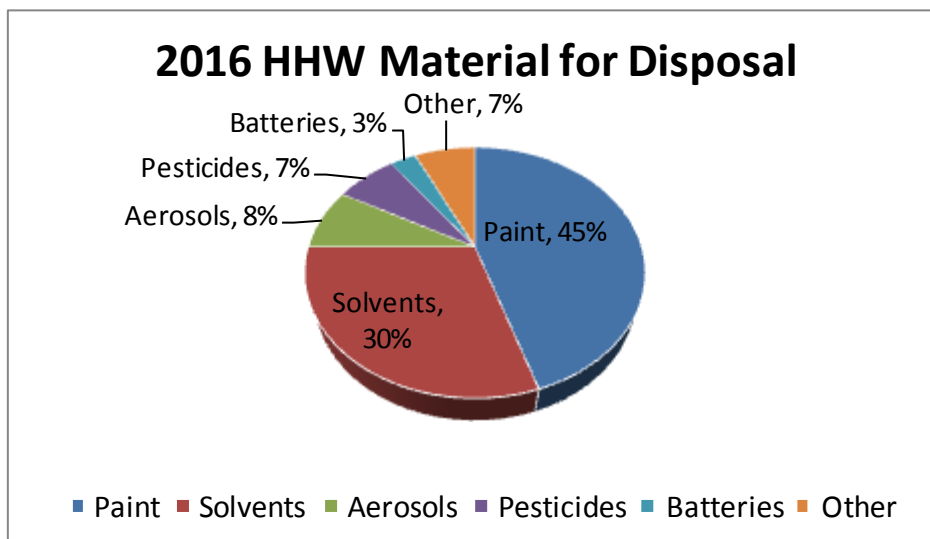
8. Discussion – 2016 Household Hazardous Waste Program Report: J. Rabe presented the following 2016 Household Hazardous Waste (HHW) Program Report to the SWMB.

Summary

- The HHW Facility season ran from March 16 – October 29, 2016, open on select Wednesdays and Saturdays from 9 a.m. – noon (32 total operational days).
- The HHW Facility staffing and disposal was handled by Brown County (BC) Hazardous Waste.

Program Statistics

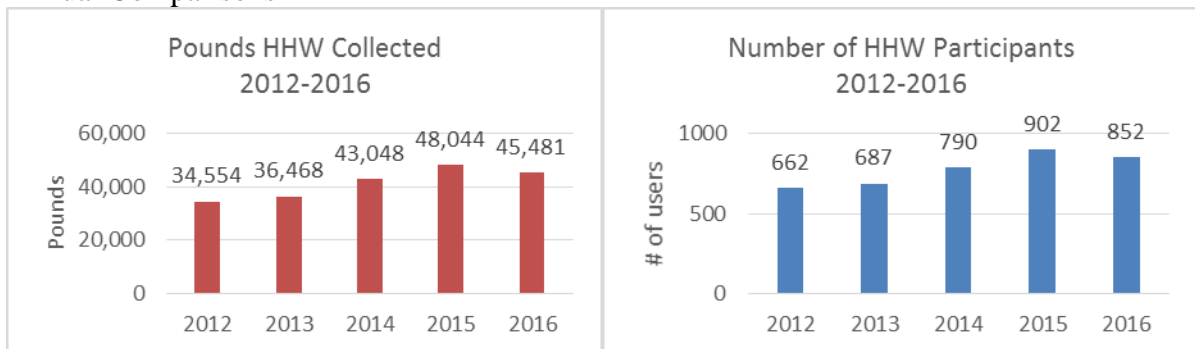
- 852 customers used the HHW Facility (down from an all-time high in 2015 of 902 customers).
- 3 WC customers brought their HHW directly to BC totaling 479 lbs.
- Total collected at WC = 45,481 lbs. (down from an all-time high in 2015 of 48,044 lbs.).
- Average 53.38 lbs. per customer (slight increase from 2015, 53.26 lbs. per customer).
- 5,739 lbs. of material was made available to the public in the product exchange room; saved the county ~\$6,083 in disposal costs (decrease from 2015 - 6,463 lbs./\$6,011 savings).
- HHW material consisted of:



Each participant was encouraged to complete a survey. Survey questions and results are:

- Are the hours of operation convenient to you?
 - Yes - 95%, No - 5%; primarily more hours and later hours requested.
- What city or community did you travel from?
 - Oshkosh - 46%
 - Neenah - 26%
 - Menasha - 5%
 - Town of Algoma, Town Menasha/Village of Fox Crossing, Town of Oshkosh - 3% each.
 - Town of Clayton, Village of Winneconne, Town of Winneconne, City of Omro - 2% each.
 - Appleton, Town of Black Wolf, Town of Neenah, Town of Utica, Town of Vinland, Winchester - 1% each.
- How did you hear about this program?
 - Return customer - 28%
 - Flyer - 18%
 - Online Ad/Website - 16%
 - Landfill/Recycling Office - 14%
 - Community newsletters - 10%
 - Newspaper publication/advertisement - 6%
 - Friend/relative - 5%
 - Other (i.e. work, school, home improvement store, Facebook) - 3%
- Are you aware of the Product Exchange Room?
 - Yes - 54%, No - 46%

Annual Comparisons



HHW Facility Costs - 2016 vs. 2015

(Totals are approximate, final amounts not yet available).

	<u>2015</u>	<u>2016</u>
Disposal Costs	\$38,285	\$39,909
Advertising/Misc.	\$9,420	\$8,420
BC Labor	\$29,000	\$29,000
WC Labor	<u>\$14,423</u>	<u>\$13,501</u>
Total	\$91,128	\$90,830

Plans for 2017

- The operational schedule was revised to cover the HHW Facility's peak use months from May 10 – October 28, 2017, open on select Wednesdays & Saturdays from 9 a.m. – noon (23 operational days).
- Revise survey – include a question asking if there are materials that the customer wanted to recycle but couldn't recycle at the WC HHW Facility to determine if program continues to meet disposal demands/needs.
- Continue to promote program and educational materials through WC website and Facebook to encourage participation and give instruction on how to dispose of items that don't necessarily have to be handled through HHW.
- Continue to research more cost effective recycling options for specific items to help reduce overall HHW Facility costs. Example: sorting batteries received at the office/scale so that more cost effective recycling programs can be utilized.

Discussion ensued amongst the SWMB.

9. Future Agenda Items: M. Easker requested an update on the Ken Robl Conservation Park planning process.
10. Set Next Meeting Date: The next SWMB meeting date is scheduled for December 21, 2016 at 9:00 a.m.
11. Adjournment: Motion to adjourn made by J. Finch and seconded by G. Konrad. Motion carried 9-0. Meeting was adjourned at 10:23 a.m.

Respectfully Submitted,

Kathy Hutter
Administrative Associate – Solid Waste

Approved by SWMB – December 21, 2016