

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

DATE: December 20, 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
Mike Easker
Jerry Finch
Gerry Konrad
Susan Locke

EXCUSED: David Albrecht
Doug Nelson

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

1. Call to Order: P. O'Brien called the meeting to order at 9:01 a.m.
2. Approve Amended Agenda: Motion to approve the December 20, 2017 amended 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 the Wisconsin Integrated Resource Management Conference will be held at The Osthoff Resort in Elkhart Lake, WI from February 28 – March 2, 2018. J. Rabe stated that the will provide hotel and conference information handouts to SWMB members at the next meeting.

J. Rabe explained to the SWMB that the Snell Road Landfill Notice of Noncompliance Letter was cleared by the WI Department of Natural Resources (WDNR) on December 11, 2017.

J. Rabe explained to the SWMB that he attended a Brown, Outagamie and Winnebago County (BOW) Agreement Planning Kickoff Meeting held at Foth Infrastructure & Environment (Foth) on December 13, 2017. J. Rabe further explained there will be monthly meetings in 2018.

J. Rabe explained to the SWMB that the Facilities & Property Management Committee tabled the Huber Facility Property Transfer agenda item on December 13, 2017 so committee member Bill Roh could be present for the discussion.

J. Rabe explained to the SWMB that the Sludge Site Closure approval was granted by WDNR on December 18, 2017; WDNR to issue LTC license for 2018; will request WDNR to release Escrow closure funds (to offset final cover construction costs).

Discussion ensued amongst the SWMB.

5. Approval of Minutes – December 6, 2017 Open Session: Motion to approve the December 6, 2017 open session minutes, made by J. Finch and seconded by G. Konrad. Motion carried 7-0.
6. Discussion– Tri-County Recycling Program Update: K. Hutter presented the SWMB with the Tri-County Recycling Program Update as follows:

MRF Labor

- BOW Staff are negotiating terms with intent to award the Materials Recovery Facility (MRF) labor contract to a new vendor, Leadpoint Business Services (Leadpoint).
- Leadpoint currently staffs 22 MRFs in 12 states, has over 1,500 full-time employees and has been in business since 1994. Leadpoint has positive feedback from references, clear recruitment plans, an innovative facility performance reporting platform, high expectations of their workforce, and well defined safety/training plans.
- BOW Directors met with the evaluation team, reviewed the selection process and support the team's decision.
- Valley Packaging Industries (VPI) was notified on December 12, 2017; MRF workforce was notified December 12-13, 2017. BOW Staff reported that nothing controversial occurred during these meetings.
- Start date for the new vendor is March 1, 2018.
- BOW Staff and Leadpoint agree that evaluating existing employees and transitioning them into employment under Leadpoint is in the best interest of the MRF.

Supply Agreements

- BOW currently has Supply Agreements with Advanced Disposal Services (ADS) (began in 2013), and Harter's Fox Valley Disposal (began in 2016).
- BOW staff performed four composition studies of incoming ADS materials; overall, the value of ADS material was within range of BOW composition value; variations within specific commodities were noted and are being discussed.
- BOW staff are reviewing the current ADS supply agreement and developing strategy for renewal terms in 2018; quality, quantity and education are expected to be key elements of negotiations.

Outreach/Education

- Tri-County Recycling appeared as the cover story for *Nature's Pathways* December 2017 issue. The article focuses on recycling right – keeping unwanted materials out of the recycling bin.
- BOW Staff finalized the 2018 Northeast Wisconsin Recycle Guide; publication date is Saturday, January 13, 2018. This will be distributed in newspapers: *Green Bay Press-Gazette*, *Appleton Post-Crescent*, *Oshkosh Northwestern*, and new in 2018, *Door County Advocate*, *Kewaunee County Star-News*, and *Oconto Reporter*. Distribution was expanded in 2018 to reach residents who live in the extended area serviced by the Tri-County MRF. BOW Staff anticipate this will assist in forming working relationships with surrounding counties to improve education and overall single stream recycling (SSR) quality within the region. Additional copies will be available at BOW offices in mid-January 2018.
- BOW Staff are considering additional television, radio, and print advertising for 2018. The key message will be recycling right – what goes in the bin and what stays out.
- BOW is contributing \$5,000 for a state-wide solid waste and recycling media effort to produce an episode of *Into the Outdoors*. The episode which is geared toward upper elementary to high school level students, will be aired on 22 Wisconsin television stations over the next three years with estimate of 3-5 million viewers. The media package also includes companion DVDs, online videos and classroom lesson plans/activities all of which have a practical lifespan of 7-10 years. Wisconsin Counties Solid Waste Management Association (WCSWMA), Solid Waste Association of North America (SWANA), Associated Recyclers of Wisconsin (AROW), Dane County Solid Waste and Marathon County Solid Waste have also committed funds to this effort.

Miscellaneous

- Mattress recycling/reduction continues to be a topic of concern. BOW Directors have tasked the Diversion Technology Committee to research mattress recycling/reduction in 2018.
- Significant progress was made on the sharps disposal pilot program, developed to reduce needle sticks in solid waste/recycling workforce.
 - In 2016, Outagamie County (OC) Public Health, OC Recycling, Winnebago County (WC) Public Health and Winnebago County Solid Waste (WCSW) joined forces to develop the Outagamie and Winnebago County Sharps Disposal Program (Pilot).
 - In late 2017, OC/WC partnered with Roundy's/Pick 'n Save Pharmacies for this pilot program.
 - Elements of the program include public education (brochures funded by OC/WC Public Health), stickers for labeling unmarked sharps/bio-hazard containers (funded by OC/WC Public Health), and free residential sourced sharps disposal at Pick 'n Save Pharmacy locations in WC and OC Counties (funded by OC/WC Recycling/Solid Waste).
 - Free collection at Pick 'n Save officially starts on January 2, 2018.
 - Press release will be submitted to local media; additional media exposure is planned for Spring 2018.

- Pilot program will be evaluated in Fall 2018 to determine success and option to extend as a permanent program.

Discussion ensued amongst the SWMB

7. Discussion – Appleton Coated/Appleton Property Ventures Disposal Arrangement: J. Rabe presented the SWMB with the Appleton Coated/Appleton Property Ventures Disposal Arrangement as follows:
- Security deposit disposal arrangement started on November 16, 2017; OC willing to allow maximum 1 load/day disposal Monday through Friday; process has been working well.
 - News story on December 7, 2017 noted they would be starting up a paper machine and calling 50 employees back.
 - Follow-up conversation resulted in Appleton Coated (AC) requesting 2 loads/day for sludge disposal Monday thru Saturday; duration would be through March 31, 2018 under current terms (total of ~4,200 tons)
 - December 15, 2017 meeting with AC/OC/WC staff – updated AC operational plans in 2018 (short term and long term); intent to convert mill over to mainly a “brown paper” facility (better sludge quality); land spreading is still possible for 75% of annual sludge tonnage (25% will still require disposal).

J. Rabe explained to the SWMB that OC has authorized 2 loads/day (50 tons/day) sludge disposal Monday through Saturday until March 31, 2018 (under current terms/security deposit).

8. Discussion/Action – Authorize 2018 Landfill Gas Pipeline Compliance Services: J. Rabe presented the SWMB with the 2018 Landfill Gas Pipeline Compliance Services as follows:
- Utility Safety & Design, Inc. (USDI) previously authorized for May through December 2017 landfill gas pipeline compliance services (\$2,300/month); USDI has done a good job to date with Public Service Commission (PSC) compliance.
 - \$30,000 included in 2018 Budget
 - USDI provided proposal – \$27,600 for 2018 services (\$2,300 monthly)

Motion made by J. Finch and seconded by K. Robl, to authorize a one (1) year agreement with USDI for \$27,600 for 2018 services. Motion carried 7-0.

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

Landfill Gas Operations – December 19, 2017		Meter Op. Hours	One-Week Runtime
Engine #2	Running at 940 KW	54182	152
Engine #3	Running at 987 KW	23315	158
Engine #4	Running at 1010 KW	18914	162
Engine #5	Down	19242	0

Sunnyview Compressor	Compressor B running at 55-62%. Pipeline outflow 940-1100 scfm.			
Sunnyview Flare	Flare – On; 150-300 scfm; Vacuum = -18’’ wc; Blower 104 and 105 running at 48%; 103 – off			
Sunnyview Gas Field	CH4 = 48.8% O2 = 2.0%			
Snell Rd Flare	Flare – On; Flow = 100 scfm; Vacuum = -16.0’’ wc			
Snell Rd Gas Field	CH4 = 48.0% O2 = 1.0%			

- WPS/Highway Revenues – \$176,014 for November 2017 (projected ~\$2.4 Million for 2017)
- Landfill Gas (LFG) Projections – hybrid summary of Foth 2015, 2016 and 2017 estimates; curve suggests a continued downward trend.
- Generator #5 Repairs – repair of existing generator underway; repair completion in ~April 2018.
- Foth performing monthly LFG monitoring week of December 18-22, 2017
- Four (4) solar vent flares added to select Sludge Site gas vents on December 18, 2017 (portion active system now frozen)

10. Future Agenda Items: None at this time.

11. Set Next Meeting Date: The next SWMB meeting date is scheduled for January 17, 2017 at 9:00 a.m.

12. Adjournment: Motion to adjourn made by J. Finch and seconded by M. Easker. Motion carried 7-0. Meeting was adjourned at 10:20 a.m.

Respectfully Submitted,

Cassie Stadtmueller
Administrative Associate

Approved by SWMB – January 17, 2018