

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

DATE: February 5, 2014

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
Doug Nelson

EXCUSED: David Albrecht
Pat Brennand
Jerry Finch
Gerry Konrad

ALSO PRESENT: John Rabe, Director of Solid Waste
Kathy Hutter, Confidential Secretary
Kurt Pernsteiner, Facility Manager
Jennifer Semrau, Recycling Specialist
John Fink, County Executive Assistant

1. Call to Order: P. O'Brien called the meeting to order at 9:01 a.m.
2. Approve Agenda: Motion to approve the February 5, 2014 agenda, made by K. Robl and seconded by M. Easker. Motion carried 5-0.
3. Public Comments on Agenda Items: None.
4. Announcement/Communications: J. Rabe announced that the 2014 Agriculture & Household Hazardous Material Clean Sweep brochure was complete and copies were distributed to the Solid Waste Management Board (SWMB) members.

J. Rabe announced to the SWMB that as of February 10, 2014, Brian Van Straten will be the Outagamie County (OC) Interim Solid Waste Director. The retiring Director, Phil Stecker's last day is Tuesday, February 11, 2014. B. Van Straten is currently the 2nd shift Tri-County Material

Recovery Facility (MRF) foreman and has experience working at the Santa Cruz County, CA Public Works Department in Solid Waste and Recycling Services.

J. Rabe updated the SWMB on the status of the Air Permit. The BACT Analysis and Construction Permit Application to become a major source were submitted to the Wisconsin Department of Natural Resources (WDNR) on Friday, January 31, 2014.

5. Approval of Minutes – January 22, 2014 Open and Closed Session: Motion to approve the January 22, 2014 open and closed session minutes made by K. Robl and seconded by M. Easker. Motion carried 5-0.
6. Discussion/Action – 2014 Carryover Requests: J. Rabe presented the SWMB with the following 2014 Carryover Requests:

Type 1 Carryovers

Sunnyview Closure	Final Cover Retainage (Relyco 2013)	\$15,420
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Type 2 Carryovers

Administration	Scale #1 Replacement (2013)	\$100,000
Sludge Site	Leachate Tank Abandonment (2011)	\$100,000
Co-Disposal	Leachate Tank Abandonment (2011)	\$100,000

J. Rabe stated that the Leachate Tank Abandonment project scope has increased and will involve electrical, manhole and pump upgrades along with a combined monitoring point for City of Oshkosh discharge pretreatment, flow monitoring and sample collection. Revised construction cost estimate from Foth is ~\$450,000. SWMB Staff will schedule further discussion with the SWMB for budget adjustment once construction bids are received (April/May 2014).

Discussion ensued amongst the SWMB members.

Motion made by M. Easker and seconded by K. Robl to approve the 2014 Carryover Requests as presented. Motion carried 5-0.

7. Discussion – Tri-County Recycling Facility Update: J. Semrau presented the Tri-County Recycling Facility Update to the SWMB as follows:

MRF Equipment Upgrades

- The Brown, Outagamie and Winnebago County (BOW) MRF is working to expand with a second baler and processing equipment capabilities for additional material.
- Major expansion components include:
 - A new secondary (primarily fiber) baler, with associated pits, belts, infeed conveyance, etc.
 - Modification to existing equipment to utilize new baler
 - A new automated fiber (mixed paper) bunker
 - Sort-line modifications to accommodate the recovery of aseptic packaging (cartons) and additional plastics

- Additional storage silos for newly recovered materials
 - Integration, start-up and testing of the above mentioned equipment
- The Request for Proposal (RFP) was issued in October, 2013 to solicit manufacturers for the necessary additional equipment/modifications.
- Initial vendor questions were collected and answered on November 4, 2013; a pre-bid meeting was held on November 8, 2013 at the BOW MRF.
- Proposals from vendors were due December 11, 2013.
- BOW reviewed responses and developed a list of clarification questions for each vendor, which OC issued on January 7, 2014; answers were due by January 21, 2014.
- BOW and Recycling Consultant, Sloan Vazquez LLC, will be concluding the evaluation of the responses and issuing an award soon.
- The successful vendor will provide requirements for civil work bid.
- Timeline:
 - Award contract in February 2014
 - Sign contract February/March 2014
 - Equipment installation anticipated in summer 2014

Single Stream Hauling

- Single stream hauling (transportation) is a BOW shared expense.
- BOW consultants have been evaluating Brown County (BC) and Winnebago County (WC) Transfer Stations.
- BC will be switching to a new service provider for single stream hauling.
- BOW is considering if installation of a compactor at BC (with new hauler using compactor trailers) to save system money.
- The evaluation is considering various costs (capital, construction, electricity, maintenance, etc.) versus benefits (more tons/load, less loads/day) and if it makes sense for BOW to consider compaction at BC (and perhaps WC in the future).

Press/Outreach/Education

- A positive article featuring the BOW MRF entitled “The Bigger Picture: Recycling Facility is Paying for Itself” was published in the Sunday, January 26, 2014 issue of the Post Crescent (print edition).
- On Saturday, February 8, 2014, BOW will have a Tri-County Recycling booth at Eco Expo at Shopko Hall in Green Bay.
- BOW Staff are working on the Tri-County Recycle Guide for April, 2014.
- The Wisconsin Integrated Resource Management Conference (WIRMC), held in February 2014 in Green Bay, will include a tour of the BOW MRF and the Landfill Reduction and Recycling Facility.

Discussion ensued amongst the SWMB.

8. Closed Session:

- a. Pursuant to Section 19.85(1)(e), Wisconsin Statutes, at this point in the meeting, the Board shall consider a motion to convene in closed session for the purpose of deliberating or negotiating the purchase of public property, the investing of public funds, or conducting

other specified public business, whenever competitive or bargaining reasons require a closed session in relationship to the Fox Valley Energy Center Disposal Agreement.

- b. In addition, at this point in the meeting, the Board shall also consider a motion to convene in closed session pursuant to Section 19.85(1)(g) Wisconsin Statutes, for the purpose of conferring with legal counsel for the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved in relationship to the claim of Attorney Scott D. Metz on Behalf of Mark Michellic.

Motion made by K. Robl and seconded by D. Nelson at 9:29 a.m. to convene into closed session.
Motion carried 5-0 by roll call vote.

9. Return to Open Session to Resume Regular Business: Motion to return to open session at 10:20 a.m. made by P. Eisen and seconded by K. Robl. Motion carried 5-0 by roll call vote.
10. Future Agenda Items: None at this time.
11. Set Next Meeting Date: The next SWMB meeting date will be February 19, 2014 at 9:00 a.m.
12. Adjournment: Motion to adjourn made by M. Easker and seconded by P. Eisen. Motion carried 5-0. Meeting was adjourned at 10:23 a.m.

Respectfully Submitted,

Kathryn Hutter
Confidential Secretary

Approved by SWMB – February 19, 2014