

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

DATE: April 2, 2014

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  
Pat Brennand  
Jerry Finch  
Doug Nelson

EXCUSED: Mike Easker  
Gerry Konrad

ALSO PRESENT: John Rabe, Director of Solid Waste  
Kathy Hutter, Confidential Secretary  
Kurt Pernsteiner, Facility Manager (9:00 a.m. - 9:21 a.m.)  
John Bodnar, Corporation Counsel (9:00 a.m. - 10:06 a.m.)  
Michael Collard, Director of Human Resources  
John Fink, County Executive Assistant  
Chuck Orenstein, Finance Director (9:00 a.m. - 9:21 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 April 2, 2014 agenda, made by K. Robl and seconded by J. Finch. Motion carried 7-0.
3. Public Comments on Agenda Items: None.
4. Announcement/Communications: None.
5. Discussion – 2015 Budget Process and Schedule: J. Rabe presented the Solid Waste Management Board (SWMB) with the 2015 Budget Process and Schedule. On March 10, 2014, J. Rabe received an email from C. Orenstein indicating that the SWMB Budget will now become part of the County Executive's Budget. The budget form preparation will be similar to previous years but the preparation timeline will be shortened by approximately one month.

Schedule & Deadline dates include:

- April 22, 2014 – Budget kickoff at a Department Head Meeting.
- June 2, 2014 – Finance/Human Resources (HR) provide labor worksheets to SWMB Staff.
- June 13, 2014 – Labor worksheet corrections/overtime due to Finance (10 days)
- June 27, 2014 – Technology requests due to Information Systems (IS)  
– Remodeling requests due to Mike Elder  
(SWMB Staff plan to upgrade the balance of remaining computer hardware and submit potential building remodeling requests in 2015).
- July 3, 2014 – Accomplishments/Goals due to Finance  
– Capital Outlay requests due to Finance  
– Mission Statement/Program Descriptions due to Finance
- July 25, 2014 – Group 3 final budget data due to Finance
- August 18-22, 2014 – Group 3 budget meeting with the County Executive

Tentative SWMB Budget Workshop Schedule:

- June 4, 2014 – Table of Organization, Labor and overtime
- June 18, 2014 – Technology and remodeling requests
- July 2, 2014 – Accomplishments/Goals, Capital Outlay, Mission Statement/Program Descriptions
- July 16, 2014 – Entire Budget & Tipping Fees (will consider an extra meeting on July 23, 2014 if necessary to meet the July 25, 2014 final submittal deadline).

J. Rabe asked C. Orenstein, Winnebago County Finance Director and J. Bodnar, Corporation Counsel to attend the SWMB meeting to help explain the 2015 Budget changes and to respond to the SWMB's questions.

C. Orenstein explained that the SWMB finances are included in the Comprehensive Financial Annual Report because the County Executive has some involvement in Solid Waste Department matters. The County Budget Book is for departments governed by the County Board. The SWMB Budget was originally removed from the County Budget Book because the County Board gave the SWMB governance over their own budgetary matters. Since then, the SWMB Budget has been part of the County Budget as an appendix only.

J. Bodnar explained that the SWMB's current budget process is in compliance with County Ordinance; The SWMB is not asking for appropriations from the County Budget so it isn't required by ordinance to be part of the County Budget resolution. J. Bodnar stated that it is up to the SWMB to request the County Executive to consider restoring the 2015 SWMB Budget as an appendix in the County Budget Book.

Discussion ensued amongst the SWMB.

6. Closed Session:

- a. Pursuant to Section 19.85(1)(c), Wisconsin Statutes, at this point in the meeting, the Board shall consider a motion to convene into closed session for the purpose of considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility, in relationship to Recycling Specialist Position.

Motion made by K. Robl and seconded by P. Brennand at 9:22 a.m. to convene into closed session. Motion carried 7-0 by roll call vote.

7. Return to Open Session to Resume Regular Business: Motion to return to open session at 10:06 a.m. made by D. Albrecht and seconded by P. Brennand. Motion carried 7-0 by roll call vote.
8. Discussion/Action – Consider Authorization of Salary Adjustment for Recycling Specialist Position: Motion made to request J. Rabe to meet with M. Collard to develop a plan to pursue a special pay increase for the Recycling Specialist, made by D. Albrecht and seconded by J. Finch. Motion carried 7-0.
9. Future Agenda Items: P. O'Brien requested a discussion item to develop a financial plan for future landfill and Brown, Outagamie and Winnebago County (BOW) partnership activity. D. Nelson requested an action item to resolve the 2015 SWMB Budget process.
10. Set Next Meeting Date: The next SWMB meeting date is scheduled for April 16, 2014 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 10:13 a.m.

Respectfully Submitted,

Kathy Hutter  
Confidential Secretary

**Approved by SWMB – April 16, 2014**