

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

DATE: August 3, 2011

TIME: 9:00 a.m.

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

PRESENT: Pat O'Brien, Chairman (9:00 a.m. – 11:34 a.m.)  
Ken Robl, Vice Chairman  
Paul Eisen, Secretary  
David Albrecht  
Pat Brennand  
Mike Easker  
Gerald Konrad  
Doug Nelson

EXCUSED: Jerry Finch

ALSO PRESENT: John Rabe, Director of Solid Waste  
Adrienna Kumbier, Solid Waste Secretary  
Kurt Pernsteiner, Financial Analyst  
Jim Morris, Landfill Manager  
Jennifer Semrau, Recycling Specialist

1. Call to Order: P. O'Brien called the meeting to order at 9:00 a.m.
2. Approve Agenda: Motion to approve the August 3, 2011 agenda, made by K. Robl and seconded by P. Brennand. Motion carried 8-0.
3. Public Comments on Agenda Items: None.
4. Announcements/Communications: None.
5. Approval of Minutes – July 20, 2011 Open and Closed Session: Motion to approve the July 20, 2011 open and closed session minutes, made by K. Robl and seconded by G. Konrad. Motion carried 8-0.
6. Discussion/Action – Consider Award of Snell Road Landfill Gas Blower & Flare System Installation Project (SW10-11): J. Morris reminded the Solid Waste Management Board (SWMB) that the first Request for Proposal (RFP) yielded only one (1) proposal and it greatly exceeded the 2011 project budget. The RFP was modified and J. Morris presented the SWMB with the proposals received as follows:

	<u>August Winter &amp; Sons, Inc.</u>	<u>Michels Corp.</u>
1. Flare Foundation	\$7,500	\$8,600
2. Flare Installation	40,000	42,500
3. Blower System Installation	120,726	115,850
4. Piping	35,980	68,000
5. Electrical/Controls Installation	45,586	48,350
6. Start-up and Commissioning	15,000	15,450
7. Existing Flare and Blower System Demolition	17,000	33,950
8. Restoration	7,000	12,250
TOTAL LUMP SUM PRICE	\$288,792	\$344,950
Bid Bond (Y/N)	Y	Y
Addendum Acknowledged	Y	Y

J. Morris recommended that August Winter & Sons, Inc. be awarded the project.

K. Robl asked how much was budgeted for this project and J. Rabe stated \$250,000.

Motion to award the Snell Road Landfill Gas Blower & Flare System Installation Project to August Winter & Sons, Inc. for a not to exceed cost of \$288,792, made by G. Konrad and seconded by M. Easker. Motion carried 8-0.

7. Discussion – 2012 Budget Workshop: J. Rabe reminded the SWMB that the 2012 Budget is difficult due to Winnebago County's (WC) transition from Regional Landfill, to small landfill to full time transfer station. J. Rabe explained that for 2012 budget purposes the following schedule was used:

- Regional Landfill Operation – through December 31, 2011
- Small Landfill Operation – January 1, 2012 through June 30, 2012
- Transfer Station Operation – July 1, 2012 through December 31, 2012

Discussion ensued amongst the SWMB on transitioning into a Transfer Station and the impact it will have on the 2012 budget.

J. Rabe presented the SWMB with the draft 2012 budget as follows:

- July 28, 2011 Memorandum summarizing the Draft 2012 Budget
- Budget Narrative – Mission Statement/Program Descriptions
- Budget Narrative – 2011 Accomplishments/2012 Goals & Objectives
- Travel & Conference Summary
- Small Equipment Summary
- Engineering & Construction Summary
- Capital Outlay Summary
- Program Budgets/Budget Worksheets

P. Eisen asked what can be accounted for having a deficit budget in 2012. J. Rabe stated that operating a small landfill for 6 months and operating a transfer station with hauling costs for 6 months are the basic causes for a deficit budget in 2012.

P. Eisen suggested adding to the 2011 Accomplishments that the SWMB returned surplus recycling revenues to the signing municipalities.

Discussion ensued amongst the SWMB and SWMB staff about how the Snell Road (871) expenses should be addressed in the 2012 budget since the long-term care (LTC) period will end September 30, 2011.

J. Rabe stated that he will be adjusting the total revenue amounts in the Co-Disposal Site (873) and MSW Transfer Station (876) budget details to reflect actual tonnages/operating conditions. Presently, the total revenue in 873 is \$4,345,550 so approximately half this amount will be placed in each budget detail for the next meeting.

G. Konrad asked what large increases in revenues and expenses in Recycling Transfer Station (875) are due to. K. Pernsteiner stated that a line item was created for the hauling cost the SWMB pays to Outagamie County (OC) and OC pays the full amount back to the SWMB. That line item was not included in the 2011 budget. J. Rabe added that staff will look into the expense increase and provide an update at the next meeting.

P. Eisen asked why the 2011 Engineering & Construction Budget Summary column did not add up correctly. J. Rabe explained that Snell Road LTC (871) expenses were Non-Budget in 2011 and is now a Budget item for 2012. J. Rabe stated that he will correct this summary for the next meeting.

Discussion ensued amongst the SWMB.

8. Closed Session – Pursuant to 19.85(1)(c) and (e), Wisconsin Statutes 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; and 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.
  - a. Regional Personnel Planning
  - b. 2011/2012 Tonnage and Revenue Report
  - c. 2012 Budget Workshop – Tipping Fees
  - d. Veolia Environmental Services (Veolia) – Solid Waste Disposal Agreement

Motion made by K. Robl to and seconded by P. Brennand at 10:36 a.m. to convene into closed session. Motion carried 8-0 by roll call vote.

9. Return to Open Session to Resume Regular Business: Motion to return to open session at 11:47 a.m. made by D. Nelson and seconded by P. Brennand. Motion carried 7-0 by roll call vote.

10. Discussion/Action – Consider Approval of 2012 Budget and Tipping Fees: No action taken by SWMB.
11. Discussion/Action – Consider Authorization of Veolia Solid Waste Disposal Agreement: No action taken by SWMB.
12. Future Agenda Items: 2012 Budget Workshop.
13. Set Next Meeting Date: The next meeting date will be August 17, 2011 at 9:00 a.m.
14. Adjournment: Motion to adjourn made by G. Konrad and seconded by D. Albrecht. Motion carried 7-0. Meeting was adjourned at 11:48 a.m.

Respectfully Submitted,

Adrienna Kumbier  
Solid Waste Secretary

**Approved by SWMB – August 17, 2011**