

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

DATE: February 15, 2023

TIME: 9:00 a.m.

LOCATION: Solid Waste Administration Office
100 W. County Road Y
Oshkosh, WI

PRESENT: Pat O'Brien, Chairman
Doug Nelson, Vice Chairman
Jim Wise, Secretary
Mike Easker
Paul Eisen
Kevin Konrad
Howard Miller
Shanah Zastera

PRESENT BY ZOOM: Gerry Konrad

ALSO PRESENT: John Rabe, Director of Solid Waste
Cassie Stadtmueller, Office Supervisor
Kathy Hutter, Operations Manager

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 15, 2023 agenda, made by P. Eisen and seconded by K. Konrad. Motion carried 8-0. G. Konrad couldn't vote due to County Board Rule 11.6.
3. Public Comments on Agenda Items: None.
4. Communications Shared by Solid Waste Management Board Members: None.
5. Approval of Minutes – January 18, 2022 Open and Closed Session: Motion to approve the January 18, 2023 Open and Closed Session, made by D. Nelson and seconded by M. Easker. Motion carried 7-0. J. Wise abstained. G. Konrad couldn't vote due to County Board Rule 11.6.

6. Discussion – 2022 Tonnage and Hauling Reports: K. Hutter presented the 2022 Tonnage & Hauling Reports to the Solid Waste Management Board (SWMB) as follows:

- Winnebago County (WC) Tonnage Report (Preliminary):

2021 - 2022 TONNAGE SUMMARY			
WINNEBAGO COUNTY SOLID WASTE DEPARTMENT			
PRELIMINARY			
		<u>2021</u>	<u>2022</u>
Solid Waste	Transfer Station	92,653	108,745
	Direct Hauls	25,388	29,693
	ADC/Beneficial Use	<u>74,257</u>	<u>65,479</u>
	Total Tons	192,298	203,917
Recycling	Transfer Station	10,883	11,395
	Direct Hauls	<u>3,690</u>	<u>2,946</u>
	Total Tons	14,573	14,341
RUG Report	Muni's	12,226	11,553
	Other	<u>2,727</u>	<u>2,830</u>
	Total Tons	14,953	14,383

- Brown, Outagamie and Winnebago (BOW) County Tonnage Report (Preliminary):

2021 - 2022 TONNAGE SUMMARY		
WINNEBAGO COUNTY SOLID WASTE DEPARTMENT		
PRELIMINARY		
	Audit	Draft
<u>County</u>	<u>2021</u>	<u>2022</u>
LANDFILLED		
Brown (BC)	275,420	273,099
Outagamie (OC)	186,248	199,600
Winnebago	122,896	128,884
BOW Shared	201,384	239,977
Total Tons	785,948	841,560
RECYCLING	Audit	Draft
<u>County</u>	<u>2021</u>	<u>2022</u>
Brown	22,088	18,881
Outagamie	18,222	16,409
Winnebago	12,533	11,933
BOW Shared	56,662	60,099
Total Tons	109,505	107,322

- Hauling Costs:

2022 HAULING COSTS			
	<u>MSW - OC</u>	<u>MSW - BC</u>	<u>SSR - OC MRF</u>
# of loads	1,928	1,820	562
tons	55,864	52,881	11,395
avg tons/load	28.98	29.06	20.28
Hauling Costs Actual	\$ 448,948.50	\$ 554,595.47	\$ 129,064.81
Hauling Cost Actual/Ton	\$ 8.04	\$ 10.49	\$ 11.33
Hauling Cost/Load	\$ 232.86	\$ 304.72	\$ 229.65
Hauling Budget	\$ 200,000.00	\$ 560,000.00	\$ 130,000.00
2021 HAULING COSTS			
	<u>MSW - OC</u>	<u>MSW - BC</u>	<u>SSR - OC MRF</u>
# of loads	3,234	NA	556
tons	92,653		10,883
avg tons/load	28.65		19.57
Hauling Costs Actual	\$ 767,536.32		\$ 149,277.25
Hauling Cost Actual/Ton	\$ 8.28		\$ 13.72
Hauling Cost/Load	\$ 237.33		\$ 268.48
Hauling Budget	\$ 900,000.00		\$ 180,000.00

- BOW Landfill Operations Tonnage Report (Preliminary):

2022 BOW LANDFILL OPERATIONS			
PRELIMINARY TONNAGES			
	Number of Tons		
	OC	BC	County
	<u>NE Landfill</u>	<u>South Landfill</u>	<u>Totals</u>
Brown County	40,066	310,370	350,436
Outagamie County	285,877	1,328	287,205
Winnebago County	123,341	80,578	203,919
Total	449,284	392,276	841,560

J. Rabe explained to the SWMB that BOW's decision to begin operating two landfills was beneficial due to the 841,560 tons of waste material received in 2022.

M. Easker asked for clarification on which landfill haulers direct haul to and how is the direction of the transfer station material determined. K. Hutter explained a majority of our direct hauls are to the Outagamie County Landfill with a few customers going to the Brown County Landfill. K. Hutter further explained that material from our transfer station is directed to the Brown or Outagamie Landfill by our Solid Waste Supervisor daily. K. Hutter explained that the directed material will vary depending on which landfill needs the material. K. Hutter

further explained that the BOW group regularly discusses landfill needs and operations can vary day to day.

D. Nelson asked how B.E.S.T. Enterprises is working out for waste and recycling transportation. K. Hutter stated that they are working out great. K Hutter further explained that they keep their fleet of trucks and trailers maintained, proficient and have consistent drivers.

Discussion ensued amongst the SWMB.

7. Discussion/Action – Award Waste & Recycling Compactor Fines Cleaning (RFP#SW01-23):

K. Hutter presented the Waste & Recycling Compactor Fines Cleaning RFP results to the SWMB as follows:

- Specialized service for monthly removal of fines and debris that build up in the waste and recycling compactors.
- Involves:
 - Lockout-Tagout Procedures
 - Confined Space Procedures
 - Multi-person crew
 - Industrial vacuum truck (to avoid injuries from abrasive materials)
- Request for Proposal (RFP) #SW01-23 published on DemandStar on January 19, 2023; site visit held February 1, 2023 (Jacks Maintenance); proposals due on February 9, 2023
- Addendum published on DemandStar on February 1, 2023; include removal of debris in the footprint under and walking spaces around compactor
- One proposal received; Covanta Environmental Solutions (Covanta)

Description	Hourly Rate	Estimated Hours per Month	Estimated Cost per Month
Equipment, Vehicles and Operators/Technicians	\$ <u>\$390.00</u> per hour	<u>4.25</u> hours	\$ <u>\$1,657.50</u>
CSE/LOTO Package	\$ <u>\$330.00</u> per hour	<u>2.75</u> hours	\$ <u>\$332.75</u>
Fuel Surcharge	\$ <u>22.5%</u> per unit	<u>1</u> units	\$ <u>\$221.06</u>
Environmental Fees	NA	NA	\$ <u>\$314.44</u>

Estimated Monthly Cost for entire service package: \$ \$2,525.75

Estimated Annual Cost for entire service package: \$ \$30,308.94

- Shared BOW Transfer Station Operations Expense beginning in 2022
- 2018-2022 experience with Covanta (2022 expenses = \$25,442)
- Recommend award to Covanta for 1st year (through December 31, 2023); utilize option to renew annually through December 31, 2027 with successful rate negotiations.

H. Miller stated the CSE/LOTO Package line item amount does not add up correctly on their proposal based on their listed cost per hour and hours necessary per month. H. Miller

explained that the total cost would be closer to \$907. K. Hutter stated she will clarify this amount with Covanta.

D. Nelson asked who Brown County uses to clean their compactors. K. Hutter explained that GFL Environmental operates Brown County's transfer station and they coordinate cleaning from an outside source that did not submit a proposal for our RFP.

Discussion ensued amongst the SWMB.

Motion to award Waste & Recycling Compactor Fines Cleaning (SW#01-23) to Covanta Environmental Solutions LLC for approx. \$30,309/year made by, M. Easker and seconded by D. Nelson. Motion carried 8-0. G. Konrad couldn't vote due to County Board Rule 11.6.

8. Discussion/Action – Ken Robl Conservation Park Maintenance Expenses: J. Rabe presented the Ken Robl Conservation Park (KRCP) Maintenance Expenses to the SWMB as follows:
- 2022 expenses submitted by Parks Department (Parks) = \$2,850
 - Proposal by SWMB to transition these expenses to Parks:
 - 2019-2021 100% SWMB
 - 2022-2024 50% SWMB/50% Parks
 - 2025 and beyond 100% Parks
 - Park Committee would not accept this offer and suggested a 50%/50% split in perpetuity
 - Another option would be to budget for and fund 100% by SWMB
 - J. Rabe and Adam Breest (Parks Director) need to further discuss and agree to a long-term maintenance agreement for general KRCP maintenance and future improvements

P. Eisen stated that the Solid Waste Department is financially stable and believes we should cover the maintenance expenses.

M. Easker stated he feels a 50/50 split between the Parks Department and Solid Waste Department is more appropriate. M. Easker explained that the Parks Department understands how to operate and maintain a park and believes they should take ownership of the KRCP. D. Nelson agreed with this recommendation.

Discussion ensued amongst the SWMB.

No action taken at this time.

9. Director's Report on Department Operations: J. Rabe presented the Director's Report on Department Operations to the SWMB as follows:
- Waste and recycling hauling from the transfer station continues to go well; begin planning for WisDOT weight limits with warmer weather on the horizon (typically March-May)
 - WPS Revenue Summary: \$72,273 in January 2023; increase to WPS PPA rates beginning January 1, 2023 (PG-2A blended rate was \$0.049/kWh in late 2022)

- discussions and January payments were based on \$0.072/kWh blended); this now becomes our PPA "floor" rate
- Landfill Gas (LFG) to Electricity operations continue running two engines when LFG is available (500-700 cfm); running one engine if LFG quality declines/off-peak hours; periodic flare operation continues when necessary
 - Foth has finalized the LFG Utilization Report; Foth has started working on design memo and RFP documents for soliciting proposals for new Sunnyview flare & compression equipment upgrades
 - OC/BOW completed MRF upgrades February 9-12, 2023 during planned facility shutdown – new container baler, glass cleanup system improvements, OCC bunker walking floor replacement, OCC disc screen replacements and fiber baler re-lining (all planned capital outlay items)
 - OC/BOW working with consultant for EPA Grant application for MRF robotics – P. O'Brien, SWMB Chairman letter of support drafted on February 10, 2023
 - Recycling staff are working on new County Office Recycling Campaign and promotional Wisconsin Herd Go Green event on March 17, 2023 – should have presentation in March

Discussion ensued amongst the SWMB.

10. Future Agenda Items: None at this time.

11. Set Next Meeting Date: The next SWMB meeting date is scheduled tentatively for March 1, 2023 at 9:00 a.m.

12. Adjournment: Motion to adjourn made by D. Nelson and seconded by H. Miller. Motion carried 8-0. Meeting was adjourned at 10:35 a.m. G. Konrad couldn't vote due to County Board Rule 11.6.

Respectfully Submitted,

Cassie Stadtmueller
Office Supervisor

Approved by SWMB – March 15, 2023