

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

DATE: July 20, 2022

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  
Gerry Konrad  
Kevin Konrad  
Howard Miller  
Shanah Zastera

ALSO PRESENT: John Rabe, Director of Solid Waste  
Cassie Stadtmueller, Office Supervisor

ALSO PRESENT BY  
ZOOM: Chris Anderson, Foth Infrastructure & Environment  
Sara Beine, Foth Infrastructure & Environment (9:01 a.m. – 10:36 a.m.)  
Richard Heinemann, Boardman Clark (9:00 a.m. – 10:01 a.m.)  
Tom Borchart, County Board Supervisor (9:00 a.m.- 9:03 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 July 20, 2022 agenda, removing agenda items 6 and 7 due to lack of information to report, made by D. Nelson and seconded by K. Konrad. Motion carried 9-0.
3. Public Comments on Agenda Items: T. Borchart asked if compostable molded fiber plates are recyclable. J. Rabe explained that they are not recyclable through our program and should be put in the garbage.
4. Communication Shared by Solid Waste Management Board Members: None.
5. Approval of Minutes – June 15, 2022, Open Session: Motion to approve the June 15, 2022 open Session, made by M. Easker and seconded by K. Konrad. Motion carried 8-0. J. Wise abstained.

6. Discussion – 2021 Financial Reports: No discussion at this time.
7. Discussion/Action – 2022 Retained Earnings Reservation Summary: No discussion/action at this time.
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 into closed session for the purposes of deliberating or negotiating the purchase of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session, in relationship to Power Purchase Agreement Negotiations

Motion made by J. Wise and seconded by K. Konrad at 9:05 a.m. to convene into closed session. Motion carried 9-0 by roll call vote.

9. Return to Open Session and Resume Regular Business: Motion to return to open session at 9:42 a.m. made by D. Nelson and seconded by M. Easker. Motion carried 9-0 by roll call vote.
10. Discussion/Action – Power Purchase Agreement Negotiations: Motion made to pause negotiations for Renewable Energy Certificates (RECs)/Renewable Attributes until further discussion and evaluation can be performed by Foth and Eco Engineers, made by S. Zastera and seconded by J. Wise. Motion carried 9-0.

Motion to authorize R. Heinemann to finalize the power purchase agreement contract with WPS, made by S. Zastera and seconded by H. Miller. Motion carried 7-2. P. Eisen and J. Wise nay.

11. Discussion/Action – Landfill Gas Utilization Options Scope of Services: C. Anderson and S. Beine presented the Landfill Gas (LFG) Utilization Options Scope of Services to the SWMB as follows:
  - 2022 Landfill Gas (LFG) Utilization Supplemental Analysis Task Order
    - Review Tetra Tech report and apply information
    - Estimate LFG flows and utilization
    - Prepare an economic options analysis and summary memo
    - Complete in August 2022
    - Budget \$26,700
  - Peer Review
    - Suggest using lower LFG flow rates than projections modeled based on current collection system operations
    - Concern with ability to consistently deliver LFG without contaminants (i.e. air intrusion)
    - Should consider conservative conversion rates of LFG to compressed natural gas (CNG) vehicle fuel given no storage and limited users
    - Suggest additional expert evaluation of renewable energy market value using Eco Engineers to supplement current information
  - Current System Operations
    - Equipment Update/Replacement needed

- Gas compressor/treatment system
- Blower and flare skid
- Engine Generation Options
  - Maintain current operations with optimization/upgrades
  - Engine relocation to Sunnyview Landfill (eliminate pipeline and Snell Road Landfill air permitting)
  - Replacement engine (smaller J312)

Discussion ensued amongst the SWMB.

Motion to authorize Foth Infrastructure & Environment and Eco Engineers to perform Landfill Gas Utilization Options Task Order for \$26,700, made by M. Easker and seconded by G. Konrad. Motion carried 9-0.

12. Director's Report on Department Operations: J. Rabe presented the Director's Report on Department Operations to the SWMB as follows:

- Transfer station operations continue shipping waste to the Outagamie County and Brown County Landfills, and shipping recycling to the Tri-County Recycling facility
- A fire occurred in the waste portion of the Transfer Station in the overnight hours of July 8-9, 2022
  - No injuries or damage to property currently noted other than sprinkler heads and some light fixtures
  - Reviewed photos/video of the event noting fireworks igniting inside the building
  - Solid Waste Department staff and Oshkosh Fire Department personnel coordinated efforts in an outstanding manner to extinguish the burning/smoldering waste, limit damages to the building & equipment and have the waste Transfer Station ready for full operation on July 11, 2022; plan employee commendation for those staff involved
- LFG to Energy operations continue to maximize on-peak engine operations as LFG gas flows permit; running all 3 engines when gas quality allows and running 2 engines when gas quality suffers; periodic flare operation continues when necessary
- \$116,983 in WPS revenues for June 2022 (\$150,542 in June 2021); total of \$689,670 in total revenues 6 months YTD (\$114,945/month average); no Highway Department direct LFG usage for June 2022
- Annual WI Department of Natural Resources closed landfill inspections at the Snell Road and Sunnyview Landfills were conducted on June 23, 2022; full compliance achieved at both sites.

Discussion ensued amongst the SWMB.

13. Future Agenda Items: None at this time.

14. Set Next Meeting Date: The next SWMB meeting date is scheduled for August 3, 2022 at 9:00 a.m.

15. Adjournment: Motion to adjourn made by D. Nelson and seconded by K. Konrad. Motion carried 9-0. Meeting was adjourned at 10:36 a.m.

Respectfully Submitted,

Cassie Stadtmueller  
Office Supervisor

**Approved by SWMB – September 7, 2022**