

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

DATE: August 3, 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
Kathy Hutter, Operations Manager

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, 2022 agenda, made by G. Konrad and seconded by K. Konrad. Motion carried 9-0.
3. Public Comments on Agenda Items: None.
4. Communication Shared by Solid Waste Management Board Members: P. O'Brien explained to the Solid Waste Management Board (SWMB) that J. Doemel and E. Hollenberger instructed J. Rabe that the SWMB can review the draft 2023 Budget packet but cannot take formal action on approving the 2023 Budget and Tipping Fees.
5. Discussion – 2023 Budget Workshop: J. Rabe presented the SWMB with the draft 2023 Budget as follows:
 - July 28, 2022 Memorandum summarizing the draft 2023 Budget
 - Mission Statement/Program Descriptions
 - Table of Organization
 - 2022 Accomplishments/2023 Goals & Objectives
 - Highlights/Significant Changes

- Budget Detail
- Capital Outlay
- 2023 Budget Interest

J. Rabe explained that Table of Organization/Classified Positions changes include: eliminating (1) Foreman and adding (1) Solid Waste Supervisor; adding (1) Equipment Operator (total of 17 FT employees).

J. Rabe explained that projected 2023 landfill gas power sales are \$400,000 (decrease of \$1,120,000) due to the failure/retirement of Engine #5 and the projected rates for the WPS power purchase agreement extension.

J. Rabe explained that the interest income is projected at \$407,000 (increase of \$204,000) based on interest rates provided by the Finance Department.

J. Rabe explained that Signing Municipalities (RUGs) recycling refund is projected at \$200,000 (increase of \$60,000) due to projected recycling commodity revenues remaining strong.

J. Rabe explained that Capital Outlay Purchases are projected at \$2,259,000 based on the summary provided on Page 19 of the budget packet.

J. Rabe stated that the draft 2023 Budget as presented includes a \$2.00/ton increase in the solid waste tipping fee (\$50.00/ton gate rate) and no changes to the recycling tipping fee (RUG rate of \$5.00/ton). This results in a net deficit of (\$409,672), which would be covered by retained earnings account funds to balance the 2023 Budget.

Discussion ensued amongst the SWMB.

P. Eisen stated the Solid Waste Table of Organization and Classified Positions are now included in the County Executive Budget. P. Eisen explained that these items were previously not included, until they were added to the 2022 Budget.

Discussion ensued amongst the SWMB.

P. Eisen asked if Engine #5 has been taken out of operations. J. Rabe explained that there are no plans to repair Engine #5 or replace with the same size engine.

D. Nelson asked if there is any value in Engine #5. J. Rabe explained that Energy Dynamics is interested in purchasing the whole skid unit.

D. Nelson asked if the Mechanical Technician position has been filled. J. Rabe explained it has been posted and we are currently trying to recruit applicants.

Discussion ensued amongst the SWMB.

P. Eisen requested that Solid Waste Staff present instruction and information on the social media outlets used in our department, at a future SWMB meeting.

Discussion ensued amongst the SWMB.

P. Eisen informed the SWMB that Winnebago County Parks Department (Parks) does not want to maintain the Ken Robl Conservation Park (KRCP) on their budget and the Solid Waste Department (Solid Waste) should transfer funds to Parks to maintain the park and not burden their budget. J. Rabe explained there is currently a maintenance costs sharing proposal on the table the SWMB acted on, that needs to be discussed with the Parks Director/Parks & Recreation Committee Chairman.

D. Nelson asked if an outside landscaping company could be hired to maintain the Solid Waste grounds and KRCP. M. Easker agreed that Solid Waste should look into outside lawn care companies. J. Rabe stated that is something we could look into.

M. Easker stated he would like an agenda item on a future SWMB meeting to further discuss operation and maintenance of the KRCP.

P. Eisen stated Solid Waste should retake control of the KRCP and showcase the end use of the closed Snell Road Landfill.

Discussion ensued amongst the SWMB.

P. Eisen recommends showing 2008/2009 in the Highlights department staffing information to show how many employees Solid Waste previously had to run the Sunnyview Landfill, compared to the current reduced staffing that continues to run landfill drop-off site/transfer station operations smoothly.

Discussion ensued amongst the SWMB.

J. Rabe presented future planning to be considered adding to the budget to the SWMB as follows:

- Short-term Needs – 2022-2023:
 - Sunnyview Blower/Flare Replacement and Gas to Energy System
 - Snell Road Groundwater Investigation and Response
- Long-term Planning – 2023+:
 - Solid Waste Campus Master Planning
 - Future Landfill Siting
- Short term needs 2023
 - Snell Road Landfill NR 140 Action
 - NR140 Response will likely see some remedial actions
 - Engineering - \$75,000 (included in 2023 budget)
 - Sunnyview Landfill Flare/Compressor/Dryer System Replacement
 - New flare will operate at low flows
 - New compressor/dryer will save energy
 - Long equipment lead times
 - Engineering - \$120,000 (included in 2023 budget)

- Solid Waste Campus Master Plan
 - How do we meet the needs of the future and continue to improve current operations?
 - Tonnage and Traffic
 - Resource recovery and material drop-off area
 - New Transfer station/HHW
 - Closed landfill greenspace
 - Engineering - ~\$140,000
- Future Landfill Site
 - 25+ years of existing capacity with BOW
 - Around 10 years of planning, permitting, and construction required to prepare a site for a landfill
 - Initial Screening in 2022 (~\$15,000)
 - Location/Soils and site geology
 - Distance from wetlands, private wells, and surface water
 - Current infrastructure and accessibility
 - Investigation of up to three (3) properties in 2023 (~\$85,000)

Discussion ensued amongst the SWMB.

6. 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 the 2022/2023 Tonnage & Revenue Report and 2023 Tipping Fees

Motion made by M. Easker and seconded by D. Nelson at 10:48 a.m. to convene into closed session. Motion carried 9-0 by roll call vote.

7. Return to Open Session and Resume Regular Business: Motion to return to open session at 12:08 p.m. made by D. Nelson and seconded by M. Easker. Motion carried 9-0 by roll call vote.
8. Discussion/Action – Consider Approval of 2023 Budget and Tipping Fees: No action taken at this time.
9. Future Agenda Items: None at this time.
10. Set Next Meeting Date: The next SWMB meeting date is scheduled for August 17, 2022 at 9:00 a.m.

11. Adjournment: Motion to adjourn made by G. Konrad and seconded by K. Konrad. Motion carried 9-0. Meeting was adjourned at 12:08 p.m.

Respectfully Submitted,

Cassie Stadtmueller
Office Supervisor

Approved by SWMB – September 7, 2022