

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

DATE: September 21, 2022

TIME: 9:00 a.m.

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

PRESENT: Doug Nelson, Vice Chairman
Jim Wise, Secretary
Paul Eisen
Gerry Konrad
Kevin Konrad
Howard Miller
Shanah Zastera

PRESENT BY ZOOM
OR TELEPHONE: Pat O'Brien, Chairman

EXCUSED: Mike Easker

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

1. Call to Order: D. Nelson called the meeting to order at 9:00 a.m.
2. Approve Agenda: Motion to approve the September 21, 2022 agenda, made by K. Konrad and seconded by G. Konrad. Motion carried 8-0.
3. Public Comments on Agenda Items: None.
4. Communications Shared by Solid Waste Management Board Members: None.
5. Approval of Minutes – September 7, 2022, Open Session: Motion to approve the September 7, 2022 Open Session, made by P. Eisen and seconded by G. Konrad. Motion carried 8-0.

6. Discussion/Action – Consider Approval of 2023 Solid Waste Department Budget: J. Rabe explained that at the September 7, 2022 Solid Waste Management Board (SWMB) meeting, Solid Waste Staff reviewed changes and correction to the budget with the SWMB. J. Rabe further explained the biggest impacts on the budget are as follows:
- Decreased Power Sales to \$400,000 (from \$1,520,000)
 - Increased BOW rate to cover dual landfill operations, solid waste transfer station operational cost and solid waste hauling costs
 - Increased solid waste tipping fee to \$52/ton gate rate (from \$48/ton gate rate)
 - Net result is a (\$1,498,225) Deficit for the 2023 Budget (funds from retained earnings will be used to offset this deficit)

J. Rabe explained that it was requested by the SWMB to formally approve the 2023 Solid Waste Budget which will be included as an appendix in the County Executive's Budget.

Discussion ensued amongst the SWMB.

Motion to approve the 2023 Solid Waste Budget as presented by the Solid Waste Staff made by, H. Miller and seconded by J. Wise. Motion carried 8-0.

7. Discussion/Action – 2022 Retained Earnings Fund Allocations: J. Rabe reviewed the 2022 Retained Earnings Fund Allocations with the SWMB as follows:

WINNEBAGO COUNTY SOLID WASTE MANAGEMENT BOARD
 RETAINED EARNINGS RESERVATION

<u>Future Project Item</u>	<u>2022 Amount</u>
Future Landfill Siting/Development/Technology	\$ 10,000,000
Landfill Gas Utilization System Upgrades/Renewables/Solar	\$ 3,000,000
New Waste/Recycling Transfer Station & Resource Recovery Park	\$ 6,000,000
Tri-County Single Stream Recycling Facility Upgrade	\$ 2,000,000
Operational Cash Flow/Capital Outlay	\$ 3,000,000
Closed Landfill Long-Term Care/Beyond WDNR Escrow	\$ 5,000,000
PFAS Impacts to Leachate/Groundwater/Surface Water	\$ 5,000,000
Total Reservation	\$ 34,000,000
12/31/2021 Balance (Audited)	\$ 34,350,577
Surplus/(Deficit)	\$ 350,577

J. Rabe stated that the simplified retained earnings reservation format was last discussed with the SWMB at the March 16, 2022 meeting. Additional changes included adding a line item for New Waste/Recycling Transfer Station & Resource Recovery Park as part of the 2023 Budget discussions.

J. Rabe explained that the 2021 Financial Report showed a December 31, 2021 balance of \$34,350,577 in the retained earnings fund.

Discussion ensued amongst the SWMB.

H. Miller asked if there is a time frame when environmental monitoring at a closed landfill is complete/no longer required. J. Rabe explained that it is a phased approach that is dependent on the site and its environmental condition.

D. Nelson explained that the Solid Waste Department has built up the retained earnings balance to be able to fund the maintenance of the closed landfill sites.

Discussion ensued amongst the SWMB.

Motion to approve the 2022 Retained Earnings Fund Allocation as presented by Solid Waste Staff made by, G. Konrad and seconded by H. Miller. Motion carried 8-0.

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

- Human Resources issued commendation emails to staff involved with the July fire at the Transfer Station on September 20, 2022 – Kathy Hutter, Cassie Stadtmueller, Ryan Kallas, Jack Dodd, Kurt Neitzel, Joe Thompson & Edith Tews; copies of commendation memos dated August 5, 2022 were also shared with staff
- Transfer station operations continue shipping waste to the Outagamie County (OC) and Brown County landfills, and shipping recycling to the OC Material Recovery Facility
- Engine #2R suffered an issue with Cylinder 10 on September 12, 2022; C. Baier still trying to determine the extent of the problem but the engine will be down for an extended period of time
- Landfill Gas (LFG) to Energy operations continue to maximize on-peak engine operations as LFG gas flows permit; periodic flare operation continues when necessary
- \$132,832 in WPS revenues for August 2022 (\$148,304 in August 2021); total of \$935,623 in total revenues 8 months YTD (\$116,953/month average); no Highway Department direct LFG usage for August 2022
- Recruitment: Temporary Project Equipment Operator (80% rate with benefits) starting on September 22, 2022 to assist with operations during long-term workman's comp employee absence

S. Zastera asked if the commendations should be shared at a County Board meeting. J. Rabe explained he will prepare information to be sent out with the monthly County Executive e-mail.

P. Eisen stated retention and recruitment of employees is important and would recommend providing bonuses to the Solid Waste Department employees.

D. Nelson stated that this has been discussed previously with Human Resources and we were turned down. D. Nelson agrees it would be nice to be able to provide a bonus, however, this may disrupt other departments and does not think this is an option for the Solid Waste Department to consider.

Discussion ensued amongst the SWMB.

K. Konrad stated the SWMB is getting off topic and would recommend we put compensation and bonus discussion on a future agenda if the SWMB would like to continue to discuss.

Discussion ensued amongst the SWMB.

J. Rabe informed the SWMB that the County Executive is putting together hand written thank you letters for Winnebago County Staff and SWMB members who are veterans in honor of Veteran's Day. J. Rabe asked SWMB members if any are veterans and what branch they served in. J. Rabe stated he will relay this information to the County Executive.

9. Future Agenda Items: K. Konrad would like to discuss employee compensation at a future SWMB meeting.
10. Set Next Meeting Date: The next SWMB meeting date is scheduled tentatively for October 5, 2022 at 9:00 a.m.
11. Adjournment: Motion to adjourn made by K. Konrad and seconded by G. Konrad. Motion carried 8-0. Meeting was adjourned at 10:01 a.m.

Respectfully Submitted,

Cassie Stadtmueller
Office Supervisor

Approved by SWMB – October 5, 2022