

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

DATE: October 18, 2023

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
Mike Easker
Paul Eisen
Jerry Konrad
Kevin Konrad
Howard Miller
Shanah Zastera

PRESENT BY ZOOM: Pat O'Brien, Chairman (9:03 a.m. – 10:08 a.m.)

ALSO PRESENT: John Rabe, Director of Solid Waste
Cassie Stadtmueller, Office Supervisor
Jon Doemel, County Executive

1. Call to Order: D. Nelson called the meeting to order at 9:00 a.m.
2. Approve Agenda: Motion to approve the October 18, 2023 agenda, made by K. Konrad and seconded by J. Konrad. Motion carried 8-0. P. O'Brien 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 – September 20, 2023, Open Session: Motion to approve the September 20, 2023 Open Session, made by H. Miller and seconded by K. Konrad. Motion carried 8-0. P. O'Brien couldn't vote due to County Board Rule 11.6.
6. Discussion – 2024 SWMB Executive Budget Update: J. Doemel presented the 2024 SWMB Executive Budget Update to the Solid Waste Management Board (SWMB) as follows:
 - Feels that it is a great move to have a separate tipping fee for Out of County waste tonnages

- Table of Organization (TO):
 - Agrees with moving the Solid Waste Associate to Administrative Associate IV and feels their job duties more directly align with the new position
 - Solid Waste Associate – Grounds position allows for someone to start at entry level and be able to learn and move up within the department and is necessary for the daily tasks needing to be complete
- Changes made to the budget:
 - The Solid Waste sponsored Herd Event was added to the budget increasing the advertising budget by \$11,900
 - Environmental Manager position was removed from the TO
 - This position has been vacant for awhile and feels we need to determine what this position should be and would support adding it back onto the TO in 2024 once we have a better idea how we want to operate our landfill gas to energy (LFGTE) system
 - Net 2024 budget deficit reduced to (\$541,511)

K. Konrad asked if the Environmental Manager position is left on the table of organization but not funded. J. Rabe explained that the position has been removed completely and if we want to have the position back on our TO we will need to go through the process of bringing it to the Personnel & Finance Committee and County Board.

M. Easker asked if the process has changed to authorize positions. J. Doemel explained that the process is the same but there is much more trust. J. Doemel further explained he encourages others to have trust in the Committees and Boards.

D. Nelson asked if the Education & Outreach Specialist position has been filled. J. Rabe explained that there will be interviews on October 25, 2023.

D. Nelson asked if budget negotiations worked better this year without Chairpersons being present. J. Doemel explained he felt they did go better this year.

Discussion ensued amongst the SWMB.

P. Eisen stated he feels it is very important that the Chairperson of the Committees and Boards are allowed to attend the budget negotiation sessions. P. Eisen further explained that department heads are at will employees and could face consequences, whereas County Board Supervisors or Elected Citizen members can speak up on behalf of the department without repercussions.

J. Doemel explained that the SWMB Chairman, P. O'Brien did attend the budget discussion with Solid Waste Staff. J. Doemel further explained that there were also other Chairpersons who attended some budget negotiation meetings.

Discussion ensued amongst the SWMB.

7. Discussion – Snell Road Landfill Groundwater Investigation Update: J. Rabe presented the Snell Road Landfill Groundwater Investigation Update to the SWMB as follows:
- Site investigation for CVOCs will be transferred from the WI Department of Natural Resources (WDNR) Solid Waste program to the Remediation & Redevelopment (R&R) program; draft Responsible Party (RP) letter from WDNR shared on September 29, 2023
 - Draft RP letter comments provided to WDNR on October 13, 2023 for consideration
 - Final RP letter has not been issued as of today

J. Rabe explained that this is not related to the 2016 drawdown event. J. Rabe further explained that the main purpose is to better define the source of CVOC contaminants in the unlined portion of the Snell Road Landfill, and determine alternate remediation measures as a replacement for the Horizontal Groundwater Extraction System.

Discussion ensued amongst the SWMB.

8. Discussion/Action – Consider Deer Herd Reduction Efforts at Landfills by USDA Staff: No Discussion/Action at this time and will be discussed at a future meeting.
9. Director's Report on Department Operations: J. Rabe presented the Director's Report on Department Operations as follows:
- LFGTE operations continue running either 2 or 3 engines during on-peak generation times (approx. 500-750 cfm); 1 or 2 engines during off-peak hours (400-550 cfm); periodic flare operation continues when necessary
 - WPS Revenue Summary: \$62,825 in September 2023; YTD 2023 total = \$555,721 (\$400,000 was 2023 Budget Target – currently exceeded by \$155,721)
 - Formaldehyde stack testing on Engines 3 & 4 are taking place October 18-19, 2023 in accordance of our WDNR air permit.
 - Proposals #SW02-23 and #SW03-23 both awarded to Perennial Energy (Perennial) on October 2, 2023; Purchase of Services Agreement documents have been prepared and submitted to Perennial for signatures; working with Finance to prepare Purchase Orders and submit down payment(s) to officially place the orders for this new LFG equipment.
 - Transfer Station concrete floor replacement is necessary on the north section of the MSW tipping floor due to extreme concrete wear and rebar exposure (hazard for operations); this work was not included in the 2023 budget. Replacement was last performed in 2016 and subsequent repairs were done in 2022. A Request for Bid document #SW06-23 will be prepared with assistance from Foth and the Purchasing Department. Bids will be brought to the SWMB for approval once received (target November 15, 2023 SWMB meeting)
 - Vespele landfill gas beneficial use proposal will be brought back to the SWMB at the November 15, 2023 meeting for further discussion/consideration.
 - KRCP Pond update – weed treatment won't take place until Spring 2024 (WDNR would not approve the permit for fall weed treatment)

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 for November 15, 2023 at 9:00 a.m.
12. Adjournment: Motion to adjourn made by J. Wise and seconded by J. Konrad. Motion carried 7-1 (P. Eisen nay). Meeting was adjourned at 10:08 a.m. P. O'Brien couldn't vote due to County Board Rule 11.6.

Respectfully Submitted,

Cassie Stadtmueller
Office Supervisor

Approved by SWMB – November 15, 2023