

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

DATE: October 19, 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
Paul Eisen
Gerry Konrad
Howard Miller

EXCUSED: Mike Easker
Kevin Konrad
Shanah Zastera

ALSO PRESENT: John Rabe, Director of Solid Waste
Cassie Stadtmueller, Office Supervisor
Kathy Hutter, Operations Manager
Jessica Hanson, Communications & Program Development Specialist
(9:40 a.m. – 10:46 a.m.)

ALSO PRESENT BY

ZOOM: Richard Heinemann, Boardman Clark Law (9:02 a.m. – 9:40 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 October 19, 2022 agenda, made by J. Wise and seconded by H. Miller. Motion carried 6-0.
3. Public Comments on Agenda Items: None.
4. Communications Shared by Solid Waste Management Board Members: None.
5. Approval of Minutes – October 5, 2022 Open and Closed Session: Motion to approve the October 5, 2022 Open and Closed Session, made by D. Nelson and seconded by H. Miller. Motion carried 5-0. J. Wise abstained.

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 Power Purchase Agreement Negotiations

Motion made by D. Nelson and seconded by G. Konrad at 9:03 a.m. to convene into closed session. Motion carried 6-0 by roll call vote.

7. Return to Open Session and Resume Regular Business: Motion to return to open session at 9:40 a.m. made by D. Nelson and seconded by G. Konrad. Motion carried 6-0 by roll call vote.
8. Discussion/Action – Snell Road Landfill Notice of Claim for Groundwater Drawdown Event: No discussion/action taken at this time.
9. Discussion – Solid Waste Department Social Media & Betterbin Applications: J. Hanson presented the Solid Waste Department Social Media & Betterbin Applications to the Solid Waste Management Board (SWMB) as follows:
- Reviewed social media themes calendar
 - Facebook is our most popular social media outlet with 4,338 follows (4% increase from January 2022)
 - Trends:
 - Easy and clear recycling tips
 - Using humor
 - Using Facebook paid ads to get a further reach and additional engagement on posts
 - Social media platforms:
 - Instagram - <https://www.instagram.com/winncowi.solidwaste/>
 - Tik Tok - <https://www.tiktok.com/@winncowi.solidwaste?lang=en>
 - Pinterest - <https://www.pinterest.com/winncowisolidwaste/>
 - Twitter - https://twitter.com/winncowi_sw
 - LinkedIn - <https://www.linkedin.com/company/56671992/admin/>

J. Hanson explained to the SWMB that the newest Tri-County tool is the Betterbin application. J. Hanson further explained to the SWMB that BetterBin allows users to scan barcodes of items into the application which will then tell you how to recycling or dispose of the item in our area. The application has a large database of information compiled through research and communication with municipalities and businesses. J. Hanson demonstrated how to use the Betterbin application.

P. Eisen asked if there is a specific time frame the paid Facebook advertisements are available. J. Hanson explained that we typically pay for a week-long ad.

D. Nelson asked if municipalities are supportive of our social media platforms. J. Hanson explained that she tries to tag municipalities with Facebook pages in posts so they can share with their constituents and it shows up on their page for a broader reach. J. Hanson further

explained she met with municipalities and went over the social media pages our department offers, discussed the themes calendar and explained how they can better utilize the posts we make.

Discussion ensued amongst the SWMB.

10. Director's Report on Department Operations: J. Rabe presented the Director's Report on Department Operations to the Solid Waste Management Board (SWMB) as follows:

- Finance will not make changes to the 2021 Annual Comprehensive Financial Report – they will correct the \$18,365 grant revenue deviation in 2022
- October 5, 2022 press release for Tri-County Recycling Betterbin application
- Transfer Station operations continue shipping waste to the Outagamie County (OC) and Brown County landfills, and shipping recycling to the OC Material Recovery Facility
- Trane chiller repairs needed - compressor 2A and pressure valve/sensor repairs necessary; parts ordered with 4-6 week lead time
- Engine #2R repair is in progress – hope to complete by October 24, 2022
- Engine #3 repair parts have been ordered – 1 to 2-week lead time; work will proceed once the Engine #2R repairs are completed
- Landfill Gas to Energy operations continue running Engine #4 only when the chiller is able to operate (cooler temps); periodic flare operation continues when necessary

Discussion ensued amongst the SWMB.

11. Future Agenda Items: J. Rabe would like to discuss Request for Proposals of the loader and grinder, the Countywide General Code Recodification project and how it will affect the Solid Waste Department, and the Capital Improvement Program at a future meeting.

12. Set Next Meeting Date: The next SWMB meeting date is scheduled tentatively for November 16, 2022 at 9:00 a.m.

13. Adjournment: Motion to adjourn made by D. Nelson and seconded by G. Konrad. Motion carried 6-0. Meeting was adjourned at 10:46 a.m.

Respectfully Submitted,

Cassie Stadtmueller
Office Supervisor

Approved by SWMB – November 16, 2022