

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

DATE: February 21, 2024

TIME: 9:00 a.m.

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

PRESENT: Doug Nelson, Vice Chairman
Mike Easker
Paul Eisen
Howard Miller

PRESENT BY ZOOM: Jerry Konrad
Kevin Konrad

ALSO PRESENT: Kathy Hutter, Operations Manager
Mike Elder, Director of Facilities/Acting Director, Solid Waste
Ethan Hollenberger, Executive Assistant

EXCUSED: Jim Wise, Secretary
Shanah Zastera

1. Call to Order: D. Nelson called the meeting to order at 9:03 a.m.
2. Approve Agenda: Motion to approve the February 21, 2024, agenda, made by M. Easker and seconded by H. Miller. Motion carried 4-0. J. Konrad and K. Konrad couldn't vote due to County Board Rule 11.6.
3. Public Comments Within Jurisdiction of the Solid Waste Management Board: P. Eisen informed the Solid Waste Management Board (SWMB) that he is researching and planning to write a history on the SWMB.
4. Communications Shared by Solid Waste Management Board Members: None.
5. Approval of Minutes – January 17, 2024, Open Session: No action due to lack of quorum.
6. Discussion/Action – 2023/2024 Budget Carryover Requests: K. Hutter presented Type I and Type II Carryover Requests to the SWMB, as follows:

Type I

52817-58004 Sunnyview Landfill Gas System Upgrades

\$1,000,000.00

Type II

52811-58002 Concrete Ramp Repairs – Recycling Pit Ramp	\$10,000.00
52813-58002 Concrete Ramp Repairs – MSW Pit Ramp	\$10,000.00
52803-58001 Snell Road Lift Station Rehabilitation	\$200,000.00

K. Hutter explained that:

- The Type I carryover is automatic and that parts were ordered for the project in 2023. Commissioning will take place in 2024 when the parts are delivered.
- The Type II carryovers for concrete ramp repairs will be incorporated with RFP SW01-24 Transfer Station Concrete Floor Repair, to use for Architect/Engineer and Construction Observation costs.
- The Type II carryover for Snell Road Lift Station Rehabilitation is for a project that had planning work done in 2023 but there was not enough time for the bid process and repair to be started before the end of the year. This project is necessary to repair aging equipment in the landfill leachate collection system.

Discussion ensued amongst the SWMB.

No action due to lack of quorum. J. Konrad and K. Konrad couldn't vote due to County Board Rule 11.6. Solid Waste Staff will submit the presented Type I and Type II Carryovers to Finance.

7. Discussion/Action – Award Compact Track Loader with Accessory Package (RFP #SW02-24): K. Hutter explained to the SWMB that a Compact Track Loader with brush cutter was included in the 2024 budget as a capital equipment purchase, not to exceed \$100,000.00. SWMB Staff followed County Purchasing Policy and issued RFP #SW02-24 for the equipment. Staff recommend award to Fabick-Cat (Green Bay) for a new, 2024 Caterpillar 259D3 with bucket, forks and rotary brush mower accessory package for \$78,325.00.

Discussion ensued amongst the SWMB.

E. Hollenberger stated that no action is necessary and that the item was approved in the 2024 Budget and purchase price does not exceed budget.

M. Easker asked for clarification for future award processes. E. Hollenberger stated Solid Waste Capital Outlay is approved by the County Executive in the budget process do not require additional approval by the SWMB unless the purchase is over budget or not budgeted.

Discussion ensued amongst the SWMB.

No action due to lack of quorum. J. Konrad and K. Konrad couldn't vote due to County Board Rule 11.6. Solid Waste Staff will proceed with the next steps to have award updated on DemandStar and to complete purchase through Purchase Order process.

8. Discussion/Action – Letter of Support of Senate Bill 906/Assembly Bill 987: K. Hutter explained to the SWMB that SB 906/AB 987 is newly introduced legislation for:

- Increased funding for Wisconsin Department of Natural Resources (WDNR) to improve education/outreach for proper disposal/recycling of rechargeable batteries.
- Funding to create a grant program for municipalities, businesses, or non-profits to properly collect and transport rechargeable batteries to recycling sites (up to \$20,000 per site).
- Funding to create a grant program for fire suppression/fire detection system updates at solid waste/recycling facilities (up to \$50,000 per facility).

K. Hutter explained that the legislation details were shared with the County Executive's Office for review. E. Hollenberger stated that the Executive's Office already engaged on it through Wisconsin Counties Association (WCA), the Speaker's Office, and the Governor's Office. E. Hollenberger stated that it is unlikely to be scheduled by the Assembly due to the lack of funding in the current biennium and it is more likely to be addressed in the next biennium budget process. E. Hollenberger also stated that D. Nelson, acting as the Vice Chairman of the SWMB may sign the letter of support because it does not suggest County Board action.

Discussion ensued amongst the SWMB.

The draft letter of support will be replaced with an advisory resolution which can be considered for approval at a future SWMB Meeting. The resolution may then be considered by the County Legislative Committee at and County Board meeting in spring 2024.

D. Nelson stated that he agreed with that course of action to replace the letter of support with an advisory resolution for the SWMB to consider at a March meeting. If approved by the SWMB, the resolution will be referred to the County Legislative Committee and the County Board with potential to be submitted to the Governor's Office for the next biennium budget.

No action taken due to lack of quorum. J. Konrad and K. Konrad couldn't vote due to County Board Rule 11.6.

9. Report on Department Operations: M. Elder reported that there was a catastrophic failure of Landfill Gas Engine 4. A piece of the air intake fell into the turbo flywheel and disintegrated. Additional disassembly is taking place to determine the full extent of damage. Options to repair, replace or re-assess the gas-to-energy program will be considered when additional information is available.

K. Hutter reported that SW01-24 Transfer Station Floor Replacement Project, has moved into Phase 2 with demolition of concrete at the recycling and north MSW loading ramps on Monday, 2/19 and concrete installation completed during the morning hours of Wednesday, 2/21. Demolition of the Phase 2 section of interior tipping floor began on Tuesday, 2/20 with concrete installation scheduled for Monday, 2/26.

K. Hutter further explained that road weigh limits started Monday, 2/5, about a month earlier than normal. Inbound/outbound material tonnages are being monitored very closely due to the weight limitations on outbound transfer trailer and concrete work. Operations and acceptance of non-residential materials are temporarily modified to accommodate the work and limited tipping floor/load out ramp availability.

Discussion ensued amongst the SWMB.

10. Future Agenda Items: K. Hutter stated that preliminary waste and recycling tonnage reports and program reports will be available for a March SWMB Meeting.

M. Easker requested Corporation Counsel prepare and present a written legal opinion regarding SWMB duties and responsibilities past vs. future, to help clarify and provide direction for future meetings. P. Eisen supported this, with an additional request for the presentation to be completed in Closed Session. G. Konrad also supported M. Easker's request.

D. Nelson requested an update regarding steps taken to fill the Solid Waste Director's vacancy.

D. Nelson requested a status update on Solid Waste Investment Funds and Earned Interest.

P. Eisen requested a discussion to consider hiring John Rabe, P.E. as a Consultant in the interim of filling the Director's vacancy.

11. Set Next Meeting Date: The next SWMB meeting date is tentatively scheduled for March 6, 2024, at 9:00 a.m. M. Easker will be absent for this meeting and requested the agenda to be light, if possible.

12. Adjournment: Motion to adjourn made by M. Easker and seconded by H. Miller. Motion carried 4-0. Meeting was adjourned at 9.56 a.m. J. Konrad and K. Konrad could not vote due to County Board Rule 11.6.

Respectfully Submitted,

Kathy Hutter
Operations Manager

Approved by SWMB – April 3, 2024