

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

DATE: January 16, 2019

TIME: 9:00 a.m.

LOCATION: Sunnyview Landfill  
100 W. County Road Y  
Oshkosh, WI

PRESENT: Pat O'Brien, Chairman  
Paul Eisen, Secretary  
Mike Easker  
Gerry Konrad  
Susan Locke  
Doug Nelson

EXCUSED: Ken Robl, Vice Chairman  
David Albrecht  
Jerry Finch

ALSO PRESENT: John Rabe, Director of Solid Waste  
Cassie Stadtmueller, Administrative Associate  
Kurt Pernsteiner, Operations Manager  
Kathy Hutter, Recycling Program Manager  
Zach Moureau, Environmental Manager  
John Fink, County Executive Assistant

1. Call to Order: P. O'Brien called the meeting to order at 9:03 a.m.
2. Approve Agenda: Motion to approve the January 16, 2019 agenda, made by G. Konrad and seconded by S. Locke. Motion carried 6-0.
3. Public Comments on Agenda Items: None.
4. Announcements/Communications: C. Stadtmueller provided Solid Waste Management Board (SWMB) members with informational packets for the Wisconsin Integrated Resource Management Conference to be held at The Holiday Inn & Convention Center in Stevens Point, WI from February 27 - March 1, 2019. Discounted rates are available until February 13, 2019 for conference registration.

K. Pernsteiner informed the SWMB that during the deer carcass disposal pilot program there was 1.73 tons of deer carcasses collected (~32 deer carcasses). K. Pernsteiner explained that the

lined 8 cubic yard dumpster had to be emptied 3 times and relined. The program ran from November 7 – December 31, 2018.

Discussion ensued amongst the SWMB.

5. Approval of Minutes – December 19, 2018 Open Session: Motion to approve the December 19, 2018 open session minutes, made by P. Eisen and seconded by G. Konrad. Motion carried 6-0.
6. Discussion/Action – Land Swap with Facilities & Property Management: J. Rabe informed the SWMB that Mike Elder, Facilities & Property Management Director contacted him about the possibility of doing a land swap of the Huber Facility property for an equal amount of land west of the transfer station. J. Rabe explained that in January 2018 the Facilities & Property Management Committee did not approve the Huber Facility property transfer for a monetary amount and tabled the discussion indefinitely. J. Rabe further explained that M. Elder is wanting to use the property west of the transfer station for possible additional housing for future supervised releases of sexually violent persons that will need to return to Winnebago County.

Discussion ensued amongst the SWMB.

J. Rabe will get exact acreage of the Huber Facility property and a map of the land west of the transfer station to determine approximate property lines.

No action taken at this time.

7. Discussion/Action – Sunnyview Landfill End Use Planning: J. Rabe explained to the SWMB that dating back to December 15, 2010 there was discussion of building a park at the Sunnyview Landfill after it was closed. J. Rabe presented the SWMB with 2010 and 2012 documents depicting park options surrounding the Northeast borrow site pond. J. Rabe further explained that Sunnyview Landfill end use planning was put on hold while the Ken Robl Conservation Park was constructed at the Snell Road Landfill.

J. Rabe suggested that Foth Infrastructure & Environment (Foth) and SmithGroup prepare a proposal for additional end use planning services at the Sunnyview Landfill and the SWMB could consider authorization at future meeting.

Discussion ensued amongst the SWMB.

Motion to request a proposal from Foth and SmithGroup for end use planning services at the Sunnyview Landfill, made by M. Easker and seconded by P. O'Brien. Motion carried 5-1 (P. Eisen nay).

8. Discussion/Action – 2019 Project/Capital Carryover Requests: K. Pernsteiner presented the SWMB with the following 2019 Project Carryover Requests:

Type 2 Carryovers

|              |                                                |           |
|--------------|------------------------------------------------|-----------|
| Improvements | Transfer Station Site Modification (Recycling) | \$50,000  |
| Improvements | Transfer Station Site Modification (MSW)       | \$150,000 |
| Equipment    | Snell Road Recloser                            | \$150,000 |

K. Pernsteiner stated that the Transfer Station Site Modification will include site modification with the traffic flow and additional paved areas to allow trucks to clean out their boxes and clean up before leaving the facility. J. Rabe stated that he Snell Road Recloser Upgrade was delayed for various reasons.

Motion made by M. Easker and seconded by G. Konrad, to approve the 2019 Project Carryover Requests as presented by SWMB Staff. Motion carried 6-0.

9. Discussion – Municipal Recycling Agreement Update: K. Hutter presented the Municipal Recycling Agreement Update to the SWMB as follows:

- Last discussed at the November 7, 2018 SWMB meeting.
- Current Municipal Recycling Agreement was developed in 1993 with multiple extensions through 2019.
- Renewal for successive 5-year term will be automatic on January 1, 2020 unless either party gives notice of non-renewal at least 180-days prior to the end of the term. (Notice no later than July 5, 2019).
- Contract contains outdated language, conditions and financials that do not reflect the current recycling program or commodity market environment.
- Staff have since started discussions about Winnebago County (WC) Single Stream Recycling (SSR) Program trends, WC SSR transfer/operations trends, WC SSR Program costs, Outagamie County (OC) & Brown County's (BC) municipal programs & costs, Tri-County's future Outreach and Marketing needs, Material Recovery Facility (MRF) staffing levels, & MRF equipment replacement strategy.

WC Program trends

- SSR tonnage has had a 22% increase from 2015-2018, cost of handling SSR through the Transfer Station (TS) (loading time is 2x MSW, labor, fuel, etc.) is expected to continue to increase.
- As SSR residuals increase, Tri-County has asked partner counties to put more effort into stopping contamination at the TS level (labor, outreach/education costs to increase).
- Additional public demand has been put onto county SSR program for marketing/public outreach/education – additional printed guides, mailings, development of mobile apps, dynamic websites, presentations, business and public building assessments are some of the requests coming in from the public. WC SSR program could use additional funding to improve outreach/education at the county level.

Tri-County Recycling Business Trends:

- Tri-County MRF has a labor shortage:
  - Sorting labor hourly rate increased 33% from 2017 to 2019 to compete within the local labor market
  - Operational costs are expected to increase as sorting labor numbers are brought back to the normal range
- Material buyers are developing more stringent material quality specifications:
  - Tri-County's residual rates nearly doubled in past 10-years (currently ~8%).
  - Industry recommends renewed, concentrated efforts in recycling education programs and appropriate funding, adjusting MRF operations by slowing down

- sorting lines & adequately staffing sorting labor, and using quality control techniques to encourage haulers to better educate their customers.
- Tri-County is focusing on better education within the MRFshed with participation from BOW partner counties. Tri-County also started using contamination chargeback fees to reinforce quality standards; some chargebacks have come through to WC TS program.
- Commodity revenues are expected to remain down, with challenges for marketing certain materials:
  - Fiber industry groups are predicting 3-5 years for domestic demand to catch up with recycled material production.
  - Domestic plastic pricing for traditional recyclables (#1, #2) has remained steady in past year but there is no stable market for mixed plastics (#4, #5, etc.).
- Tri-County MRF equipment & technology is 10-years old:
  - Capital investment for equipment replacement and/or upgrades will be needed to keep MRF operating efficiently.
- The above challenges are being felt industry-wide:
  - Privately owned MRFs are renegotiating contracts and raising tip-fees to remain profitable in the current commodity environment.
  - Tri-County is reviewing contracts as they are renewed. Tri-County's commitment to customers is to offer competitive rates while remaining effective in processing and marketing recyclable materials.
  - Privately owned MRFs are installing modern equipment to improve quality of the marketable materials and to keep up with recyclable product design changes that pose challenges to a traditional SSR MRF.
  - Tri-County is repairing current equipment, researching modifications and developing strategy for the next 5-10 years of MRF operations.

#### How to proceed with Municipal Agreements?

- Staff researched potential options for WC, based on current agreement and partner county examples.
- One option: Continue with current WC agreement financial terms; update misc. contract language only.
  - Tipping fee set 1<sup>st</sup> of every year based on anticipated transfer station expenses. MRF commodity revenues from Municipal tonnages goes toward Municipal TS costs, remainder rebated based on community tonnage.
  - Estimated Municipal program costs (current tons & anticipated market performance in 2018/2019).
    - 2018: ~\$24/ton TS Operational Cost (\$4.36 net charge/ton if 4<sup>th</sup> quarter MRF revenues are similar to 1<sup>st</sup>-3<sup>rd</sup> quarter)
    - 2019: ~\$26/ton Budgeted TS Operational Cost (\$12.80 net charge/ton)
    - Future – too difficult to predict commodities long-term, industry forecast indicates it will likely be similar to late 2018-2019 for the next 3-5 years.
    - Above estimates have no additional education/outreach monies added to the municipal SSR program budget.
    - Anticipated low profit years & higher processing costs could create a situation where tip fees set once per year do not cover municipal costs.

How is the shortage in funds reconciled when communities do not have additional MRF commodity revenues to offset program financial loss?

- Another Option: Tip fee based on index market, adjusted & billed or credited monthly; update contract language.
  - Estimated Municipal program costs (current tons & anticipated market performance in 2018/2019).
    - 2018: \$14/ton fee (average) vs. \$5/ton fee (current agreement – shortage/overage at end of year to be determined after MRF 4<sup>th</sup> quarter revenues are available).
    - 2019: \$17/ton fee (average) vs. \$10/ton fee (current agreement with likely financial shortage at end of year – based on budgeted costs and anticipated commodity market performance)
    - Financials reflect the current market and long-term anticipated market conditions – no year-end, lump sum rebates. Rates will respond more quickly as commodity index rebounds.
    - Consistency in pricing - allows all WC SSR customer rates to be set at the same time and by the same process. Municipalities will continue to get the best rate.
    - Consistency in Tri-County's overall pricing – all rates are based on index and commodity market performance system wide.
    - County will continue to subsidize a portion of WC SSR program/transfer station costs.
- Further research to develop a budgeting formula for communities is needed.
- Further research for education/outreach projects is needed.
- Further research to determine program costs at the municipal level is in progress.

Discussion ensued amongst the SWMB.

10. Discussion – Landfill Gas Operations Update: Z. Moureau presented the SWMB with the following Landfill Gas Operations Update:

| Landfill Gas Operations – January 14, 2019 |                                                                |                                       | Meter Op. Hours | One-Week Runtime |
|--------------------------------------------|----------------------------------------------------------------|---------------------------------------|-----------------|------------------|
| Engine #2                                  | Running at 930 KW                                              |                                       | 58459           | 44               |
| Engine #3                                  | Off                                                            | Oil change performed January 14, 2019 | 30067           | 15               |
| Engine #4                                  | Running at 1030 KW                                             |                                       | 4394            | 163              |
| Engine #5                                  | Running at 1400 KW                                             |                                       | 24043           | 168              |
| Sunnyview Compressor                       | Compressor B running at 55%. Pipeline outflow 1,003 scfm.      |                                       |                 |                  |
| Sunnyview Flare                            | Flare –Off; Vacuum = -12” wc; Blower 103 and 104 on; 105 – off |                                       |                 |                  |
| Sunnyview                                  | CH4 = 55.5%                                                    |                                       |                 |                  |

|                    |                                                                                                                                                                |  |  |  |
|--------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------|--|--|--|
| Gas Field          | O2 = 0.4%                                                                                                                                                      |  |  |  |
| Snell Rd Flare     | Flare – On;<br>Flow = 98 scfm;<br>Vacuum = -16.0’’ wc                                                                                                          |  |  |  |
| Snell Rd Gas Field | CH4 = 43.1%<br>O2 = 3.2%                                                                                                                                       |  |  |  |
| Miscellaneous      | Measure & record spark plug firing voltages on all engines. Remove and replace all spark plugs out of specs. Clean and regap spark plugs removed from engines. |  |  |  |

- WPS/Highway revenues – \$167,531 for December 2018 (~ \$52,000 short of our 2018 budgeted goal of \$2.1 Million)
- Engines #3, #4 and #5 are currently operating with a scheduled shutdown of Engine #3 overnight due to decline in gas flows. Engine #2 is available as backup during maintenance or unplanned shutdowns
- Foth onsite this week for Landfill Gas (LFG) monitoring and 30 day surface emissions remonitoring. All exceedances remain corrected during the 30 day remonitoring
- New Environmental Technician position was posted on the county website January 10, 2019. Applications are being accepted through January 31, 2019. The position will take over LFG monitoring duties currently performed by Foth and assist with other environmental monitoring duties
- Snell Road Landfill Maintenance project will be rebid with bids due February 20, 2019. There is a project start date of April 15, 2019 and a completion date of July 19, 2019. Project timeline was extended to allow contractors flexibility with schedule and hopefully bring in lower bid pricing

Discussion ensued amongst SWMB.

11. Future Agenda Items: None at this time.

12. Set Next Meeting Date: The next SWMB meeting date is scheduled for February 6, 2019 at 9:00 a.m.

13. Adjournment: Motion to adjourn made by G. Konrad and seconded by P. Eisen. Motion carried 6-0. Meeting was adjourned at 11:13 a.m.

Respectfully Submitted,

Cassie Stadtmueller  
Administrative Associate

**Approved by SWMB – March 20, 2019**