

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

DATE: January 19, 2022

TIME: 9:03 a.m.

LOCATION: Virtual Meeting by Zoom and Telephone Call-In

PRESENT BY ZOOM
OR TELEPHONE:

Pat O'Brien, Chairman
Paul Eisen, Secretary
Thomas Borchart
Mike Easker (9:04 a.m. – 10:15 a.m.)
Gerry Konrad (9:15 a.m. – 10:15 a.m.)
Kevin Konrad
Doug Nelson

EXCUSED: David Albrecht, Vice Chairman
Susan Locke

ALSO PRESENT BY

ZOOM OR TELEPHONE: John Rabe, Director of Solid Waste
Cassie Stadtmueller, Office Supervisor
Kathy Hutter, Operations Manager

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 19, 2022 agenda, made by P. Eisen and seconded by T. Borchart. Motion carried 5-0.
3. Public Comments on Agenda Items: None.
4. Announcements/Communications: J. Rabe informed the Solid Waste Management Board (SWMB) that a mask policy was implemented for the Solid Waste Department on December 22, 2021. J. Rabe explained that based on today's agenda topics and COVID-19 issues the decision was made to have a virtual meeting. J. Rabe further explained he will monitor those issues in the future to determine whether the SWMB meetings will be held in person or virtual.

P. O'Brien stated that he would like the SWMB meetings to stay on topic with the agenda items and not to discuss personnel issues.

J. Rabe reminded the SWMB that the deadline to register for the Wisconsin Integrated Resource Management Conference for the discounted rate is February 2, 2022. J. Rabe explained that citizen SWMB members should give registration forms to C. Stadtmueller.

J. Rabe informed the SWMB that M. Collard was appointed as the Acting Finance Director and will continue his current Director of Human Resources duties. J. Rabe further explained that C. Blackmore has been appointed as the Acting Assistant Finance Director.

P. Eisen informed the SWMB that on January 18, 2022 the County Board Supervisors approved Resolution 261 which will increase the minimums, control points, and maximums for each pay grade in the Winnebago County Compensation Schedule by 2%. J. Rabe explained that this will affect new employees and current employees received pay increases based off their performance evaluation.

5. Approval of Minutes – December 15, 2021 Open Session: Motion to approve the December 15, 2021 open session minutes, made by K. Konrad and seconded by P. Eisen. Motion carried 6-0.
6. Discussion/Action – Authorize 2022-2026 Capital Improvement Program Summary: J. Rabe explained to the SWMB that the 5-Year Capital Improvement Plan (CIP) is coordinated by the Finance Department (Finance) each year to track planning for projects that are greater than \$100,000. J. Rabe explained Finance will put all departments 5-Year CIP into a report and present to the County Board.

J. Rabe presented the 5-Year Capital Improvement Plan (2022-2026) to the SWMB as follows:

- 2022:
 - Replacement Front End Loader - \$275,000
 - Snell Road Lift Station Rehabilitation - \$125,000
- 2023:
 - Snell Road Office Renovation - \$100,000
 - Replacement Wood Grinder - \$500,000
 - Replacement Front End Loader - \$300,000
- 2024:
 - Replacement Scale (Unattended) - \$150,000
 - Sunnyview Flare Replacement - \$580,000
- 2025:
 - Replacement North Waste Compactor - \$300,000
 - Replacement South Waste Compactor - \$300,000
- Beyond:
 - Replacement Recycling Compactor - \$250,000
 - Replacement Front End Loader - \$300,000
 - Replacement Front End Loader - \$300,000

T. Borchart asked Solid Waste Staff if there will be a delay in receiving the front-end loader this year. K. Hutter explained that she ordered the new front-end loader in November of 2021 and was told it will take 6-12 months to receive. K. Hutter further explained that she reached out to the company two weeks ago to check the status and has not heard back.

Discussion ensued amongst the SWMB.

Motion to approve the 5-Year Capital Improvement Plan (2022-2026) made by, P. Eisen and seconded by T. Borchart. Motion carried 7-0.

7. Discussion/Action – Authorize 2021/2022 Budget Carryovers: J. Rabe presented the SWMB with the following 2021/2022 Budget Carryover request:

Type 1 Carryovers

52817-58004	Landfill Gas New Truck	Equipment	<u>\$32,000</u>
	TOTAL		<u>\$32,000</u>

J. Rabe explained to the SWMB that Purchase Order #20210098 was issued to Ewald Motors; production is estimated to begin in February 2022 and delivery will take place approximately March 2022.

Discussion ensued amongst the SWMB.

Motion made by M. Easker and seconded by G. Konrad, to approve the 2021/2022 Budget Carryover Request as presented by SWMB Staff. Motion carried 7-0.

8. Discussion – Operational Program Updates: K. Hutter presented the Transfer Station Waste/Recycling, Diversion Programs and Hazardous Waste Operations Reports to the SWMB as follows:

- Transfer Station Operations:
 - Brown County South Landfill (BCSLF) began accepting waste materials from WCSWMB on January 3, 2022 (huge accomplishment by BOW and Foth)
 - Winnebago County (WC) shipped 20 semi-trailer loads (~618 tons) of primarily residential material to BCSLF during the first two weeks of operation.
 - WC will continue to ramp-up shipments to BCSLF as we learn how the longer haul times impact transfer operations.
 - The typical, seasonal spike in recyclable material tonnages occurred during the first two weeks of January with little impact to WCSW transfer operations.
- Diversion Programs:
 - Outagamie County (OC) is creating a scrap metal/appliance recycling Request for Proposal (RFP) that WCSWMB will have the option to use for up to 5 years. The vendor selection will be made in late-February/early-March.
- Household Hazardous Waste:
 - Clean Sweep 2022 is finalized for April 1, 2022 at two satellite locations, Village of Winneconne, 9:00 – 11:00 AM, and Village of Fox Crossing, 2:00 -5:00 PM. Promotional materials will be distributed in February.
 - WCSWMB is contracting with State of Wisconsin vendor, Veolia ES, for staffing the Household Hazardous Waste Facility, staffing Clean Sweep, transporting and disposal of hazardous materials in 2022.
- Miscellaneous:
 - The Deer Carcass Disposal Program concluded on December 31, 2021 with 2.87 tons of carcasses collected and properly landfilled. Historical program data:
 - 2018 – 1.73 tons

- 2019 – 2.66 tons
- 2020 – 1.64 tons

T. Borchart asked if there is a way to recycle Styrofoam. K. Hutter explained that WC is not able to recycle Styrofoam but OC currently has a pilot program going at their facility which accepts Styrofoam for recycling and WC residents are able to take it to their facility and recycle for no charge. K. Hutter further explained that Styrofoam is not recyclable in your curbside recycling cart.

D. Nelson suggested to look for a possible alternate Clean Sweep location for the Village of Winneconne. D. Nelson explained that the Public Works Garage location is difficult to find and suggested the possibility of using the American Legion as a potential site. K. Hutter explained that several locations were looked into for the Clean Sweep and they were unable to use the Fire Station for this event. K. Hutter further explained that maps for the location will be advertised and included with any flyers. K. Hutter stated she will look at possible other options as well to see if they have the needed space.

J. Rabe presented the Landfill Gas (LFG) and Long-term Care (LTC) Updates to the SWMB as follows:

- Revenue
 - Energy revenue was \$132,573 in December 2021
 - Highway continued to use some LFG in December (\$588.19)
 - Year-end energy revenue was \$1,707,276, exceeding 2021 energy revenue budget of \$1,650,000 by \$57,276
- Engine Operation/LFG Usage
 - Engines #2R & #3 were running as often as possible during December; Engine #4 was run 8 hours/day (peak hours) when LFG was available
 - Decoke on Engine #5 completed in December 2021/early-January 2022
 - Decoke on Engine #3 started January 13, 2022
 - Engine #4 will need a bottom end overhaul in early 2022 (parts have been ordered)
- LTC Update
 - 2021 Snell Road Landfill Piping and Leachate Extraction Pump Installation Project is complete
 - Foth submitted the construction documentation report to WI Department of Natural Resources (WDNR) on December 23, 2021; waiting on WDNR review/approval
 - January 2022 LFG monitoring event taking place the week of January 17-21, 2022
- Snell Road Groundwater Monitoring Update
 - November sampling results are currently being reviewed; good news is there was no VOC detects in P-72C (new sentinel well)
 - Working on preparing exceedance report for WDNR submittal
- Stormwater Update
 - Rettler submitted the City of Oshkosh (City) stormwater fees/credits application in November 2021

- Preliminary credit application review #1 letter received on January 11, 2022 with (3) comments:
 - Review of WinSlamm and HydroCAD modeling is ongoing and the City will have comments (errors) to address
 - The City is rejecting the riparian credit for both the Snell Road and Combined parcel (that stormwater drains into Lake Butte des Morts without entering City storm sewer)
 - The City will require O&M Plan/Maintenance Agreement for both the Snell Road and Combined parcels in order to approve any credits
- Landfill Gas Utilization Feasibility Study Update
 - Tetra Tech awarded the project at the December 1, 2022 SWMB meeting (\$9,900)
 - Tetra Tech submitted list of information requested – working with Foth/SWMB Staff to summarize/transmit
 - Project kickoff meeting to be scheduled in January/February 2022 once the requested information is provided to Tetra Tech

Discussion ensued amongst the SWMB.

9. Future Agenda Items: D. Nelson stated that the Village of Winneconne (Winneconne) is considering the purchase of a garbage truck for their municipality. D. Nelson would like to discuss if the SWMB would be able to provide Winneconne with a low interest loan for this purpose. D. Nelson stated the purchase is most likely a year out. J. Rabe explained that he will discuss with Finance if this is a possibility and will add as an agenda item once he gathers more information.

T. Borchart would like to discuss the Slowing Down: Wisconsin's Waning Population Growth Forward Analytics report distributed to the County Board members and how it will affect our department, future operations and table of organization.

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

11. Adjournment: Motion to adjourn made by D. Nelson and seconded by K. Konrad. Motion carried 7-0. Meeting was adjourned at 10:15 a.m.

Respectfully Submitted,

Cassie Stadtmueller
Office Supervisor

Approved by SWMB – February 16, 2022