

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

DATE: February 1, 2017

TIME: 9:00 a.m.

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

PRESENT: Ken Robl, Vice Chairman
David Albrecht
Mike Easker
Susan Locke
Doug Nelson

EXCUSED: Pat O'Brien, Chairman
Paul Eisen, Secretary
Jerry Finch
Gerry Konrad

ALSO PRESENT: John Rabe, Director of Solid Waste
Kurt Pernsteiner, Solid Waste Operations Manager
Kathy Hutter, Recycling Program Manager
John Fink, County Executive Assistant

1. Call to Order: K. Robl called the meeting to order at 9:00 a.m.
2. Approve Agenda: Motion to approve the February 1, 2017 agenda, made by D. Albrecht and seconded by M. Easker. Motion carried 5-0.
3. Public Comments on Agenda Items: None.
4. Announcements/Communications: J. Rabe explained to the Solid Waste Management Board (SWMB) that a large number of applications were submitted for the vacant Administrative Associate – Solid Waste position. J. Rabe stated that he reviewed the applications, and selected internal and external candidates for interview; interviews will likely be held in early to mid-February.

J. Rabe stated that the vacant Solid Waste Equipment Operator position was posted by Human Resources and has an application deadline of February 9, 2017.

5. Approval of Minutes – January 18, 2017 Open Session: Motion to approve the January 18, 2017 open session minutes, made by M. Easker and seconded by S. Locke. Motion carried 4-0. D. Nelson abstained.
6. Discussion/Action – 2017 Budget Adjustment for Sludge Site Cost Center: J. Rabe explained to the SWMB that the continued odor mitigation and site stabilization work needed at the Sunnyview Sludge Site prior to the 2017 Final Cover Construction Project will require submittal of a Budget Transfer form to the Finance Department. J. Rabe recommended the following Budget Adjustments for the Sludge Site Cost Center.

<u>Account</u>	<u>Vendor</u>	<u>Budget</u>	<u>Increase</u>	<u>Revised</u>
<u>Revenues</u>				
Landfill Fees	Internal	---	\$930,000	\$930,000
<u>Expenses</u>				
Repair Maintenance Supplies	LFG Specialties	---	\$25,000	\$25,000
Grounds Maintenance	Riverview	\$7,000	\$780,000	\$787,000
Architect/Engineer	Foth/GEI	\$14,000	\$30,000	\$44,000

J. Rabe indicated that the 2017 Sludge Site revenue increase is for Landfill Fees generated from invoicing Wisconsin Public Service (WPS) for the additional ash loads that will be beneficially used for stabilization/odor control and to re-establish 5% grades in the horseshoe area of the Sludge Site; these fees will cover the additional Sludge Site expenses for:

- Repair Maintenance Supplies
 - Purchase (8) solar vent flares for odor management
- Grounds Maintenance
 - Ash hauling/placement
 - Solar vent flare installations
 - Lateral gas vent piping installation
 - Vertical gas vent installations
 - Haul road construction
- Architect/Engineer
 - Odor/stabilization/pre-closure assistance

J. Rabe indicated that the lateral gas vent piping installation, the vertical gas vent installations, and the haul road construction are permanent, pre-closure activities.

Discussion ensued amongst the SWMB.

Motion made by D. Albrecht and seconded by D. Nelson, to approve budget adjustments to the Sludge Site Cost Center Revenues and Expenses as recommended by SWMB Staff. Motion carried 5-0.

7. Discussion – 2016 E-Waste/Bulb Recycling Report: K. Hutter presented the following 2016 E-Waste/Bulb Recycling Report to the SWMB.
- Winnebago County (WC) continues to see the electronics recycling program tremendously utilized.
 - As previously discussed, WC became a ‘collector’ under the State’s E-Cycle Wisconsin program (which began on January 1, 2010), under which ‘eligible electronic devices’ from households and K-12 schools are accepted; business material is not accepted.
 - Dynamic Recycling LLC, WC’s contracted electronics recycler, accepted eligible and non-eligible devices for \$0.15/lb. from January 1, 2016 – June 30, 2016; rates increased to \$0.16/lb. for the July 1, 2016 – June 30, 2017 contract term.
 - In 2016:
 - WC collected 1,572 electronic devices (computer CPUs, printers, monitors, laptops, VCR/DVD players, etc.) and charged customers \$5/item.
 - WC collected 4,083 televisions. Fees for TVs were \$15 each (screen size less than 32”) and \$20 each (screen size 32” and larger).
 - For fee comparisons, in 2016 Brown County (BC) charged \$0.25/lb. for all electronics and Outagamie County (OC) charged \$5.00/item for computer components, \$10 each for small TVs (screen size ≤ 31”), \$20 each for large TVs (screen size ≥ 32”).
 - WC collected 343,296 lbs. of electronics for recycling, up from 334,909 lbs. collected in 2015.
 - WC paid \$53,394 for electronics recycling services and collected \$75,175 in electronics recycling fees, fully covering vendor expenses and helping offset program expenses.
 - WC also continues to offer bulb recycling services.
 - In 2016:
 - WC recycled 16,000 bulbs, up significantly from 13,500 bulbs collected in 2015.
 - WC used Lamp Recyclers to recycle bulbs; expenses came to \$3,421.07 for bulb recycling services.
 - WC collected a fee at the scale of \$0.25/bulb (4’ or shorter) and \$0.50/bulb (longer than 4’) which amounted to \$4,216.25, fully covering vendor expenses and helping offset program expenses.
 - For fee comparisons, in 2016 BC recycled bulbs for \$0.25 each for any size/style, and OC recycled bulbs for \$0.50 each for CFLs and tubes 4’ and shorter, \$1.00 each for tubes longer than 5’, and \$2.50 each for miscellaneous bulbs.

Discussion ensued amongst the SWMB.

8. Discussion – 2017 HHW and Clean Sweep Schedules: K. Hutter distributed the Household Hazardous Waste (HHW) 2017 Operational Schedule and 2017 Clean Sweep brochure to the SWMB members. K. Hutter explained to the SWMB that:
- WC’s permanent, seasonal HHW facility will be open from May 10, 2017 – October 28, 2017 on select Wednesdays and Saturdays.

- Hours of operation are 9 a.m.- noon, with no appointments needed
- BC Hazardous Materials Staff will operate the facility.
- BC (on behalf of Brown, Outagamie, Waupaca and Winnebago Counties) applied for a 2017 Clean Sweep Grant from the Department of Agriculture, Trade & Consumer Protection (DATCP).
- Resultant Grant Funds for WC are \$6,500 Agriculture (Ag) Grant and \$8,500 HHW Grant (Total of \$15,000). Combined amount awarded to the four Counties is \$20,500 Ag Grant and \$34,000 HHW Grant (Total \$54,500).
- WC 2017 Clean Sweep Events are scheduled for:
 - Friday, April 21, 2017, 9:00 a.m.-11:00 a.m., City of Omro Fire Department, 520 W. Huron St, Omro
 - Friday, April 21, 2017, 3:00 p.m.-6:00 p.m., City of Menasha Public Works Garage, 455 Baldwin St., Menasha
- Brochures and online registration will be rolled out in early March 2017.
- In December 2016, WC Staff were approached by Oshkosh Southwest Rotary (Rotary) to collaborate for a combined Clean Sweep/fundraiser event in Oshkosh in 2017. Staff met with the Rotary Environmental Committee on December 16, 2017 to discuss options. Rotary held further discussions at their January 20, 2017 Board Meeting. Rotary decided to postpone the event until May 2018 to allow for more time develop the event.

Discussion ensued amongst the SWMB.

9. Discussion – Sludge Site Closure Planning Update: J. Rabe presented the SWMB with the Sludge Site Closure Planning Update as follows:
- Closure Plan Modification was submitted to Wisconsin Department of Natural Resources (WDNR) on October 14, 2016 – modified final cover design; adjusted waste filling grades and Final Cover Construction Project schedule.
 - WDNR approved the Closure Plan Modification on December 14, 2016 – no conditions.
 - Project # SW03-17 was issued by the Purchasing Department (Budget \$1,750,000).
 - Staff met with Foth Infrastructure & Environment (Foth) and Riverview Construction on January 27, 2017 to review additional ash stabilization placement/schedule in the horseshoe area; additional odor control measures in the North filling area (Weston 4 fly ash and solar vent flares); gas vent piping installation in conjunction with ash stabilization placement (pre-closure activities).
 - Foth is preparing a proposal for Final Cover Design/CQA Engineering Services (Budget \$175,000).
 - Preliminary schedule: Bids due March 31, 2017, Award at the April 5, 2017 SWMB meeting; construction begins ~May 1, 2017 (Est. 12-15 week construction duration).
 - Construction and Engineering costs are “Non-Budget” and will be paid from the current WDNR Closure Escrow Account (December 31, 2016 Balance = \$1,999,240).

Discussion ensued amongst the SWMB.

10. Future Agenda Items: J. Rabe indicated that a Ken Robl Conservation Park Planning Update and the Skid Steer Proposal Results & Award will likely be on the next meeting agenda.
11. Set Next Meeting Date: The next SWMB meeting date is scheduled for February 15, 2017 at 9:00 a.m.
12. Adjournment: Motion to adjourn made by D. Albrecht and seconded by S. Locke. Motion carried 5-0. Meeting was adjourned at 9:52 a.m.

Respectfully Submitted,

Kathy Hutter
Recycling Program Manager

Approved by SWMB – February 15, 2017