

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

DATE: May 8, 2019

TIME: 9:00 a.m.

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

PRESENT: Pat O'Brien, Chairman  
Paul Eisen, Secretary  
David Albrecht (9:02 a.m. – 11:19 a.m.)  
Jerry Finch  
Gerry Konrad (10:36 a.m. – 11:19 a.m.)  
Susan Locke  
Doug Nelson

EXCUSED: Ken Robl, Vice Chairman  
Mike Easker

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  
Matt Wiedenhoeft, Martin Riley (9:00 a.m. – 9:34 a.m.)  
Bob Grapentin, Martin Riley (9:00 a.m. – 9:34 a.m.)  
Carmen Behm, Martin Riley (9:00 a.m. – 9:34 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 May 8, 2019 agenda, made by J. Finch and seconded by S. Locke. Motion carried 5-0.
3. Public Comments on Agenda Items: None.
4. Announcements/Communications: C. Stadtmueller distributed a memorandum to the Solid Waste Management Board (SWMB) in regards to the SWMB meeting scheduled for May 1, 2019. J. Rabe explained to the SWMB that Corporation Counsel recommended distributing a memorandum explaining the SWMB meeting on May 1, 2019 was not held because there was not a quorum of members in attendance.

J. Rabe explained to the SWMB that long time equipment operator Russ Bloom resigned and his last day was May 3, 2019. J. Rabe further explained that the equipment operator position was posted on April 25, 2019 with an application cutoff date of May 16, 2019.

J. Rabe informed the SWMB that on May 20, 2019 the County Board will be touring the Ken Robl Conservation Park.

J. Rabe informed the SWMB that Mark Harris will be re-appointing K. Robl, D. Albrecht and D. Nelson to the SWMB for another term at the May 21, 2019 County Board Meeting.

Discussion ensued amongst the SWMB.

5. Approval of Minutes – April 17, 2019 Open Session: Motion to approve the April 17, 2019 open session minutes, made by D. Albrecht and seconded by D. Nelson. Motion carried 6-0.
6. Discussion/Action – Consider Award of Administrative Office Addition & Renovation Project: J. Rabe presented details of the Administrative Office Addition & Renovation Project to the SWMB as follows:

- 2019 Budget Amount = \$1,000,000 (Capital Outlay)
- Martin Riley – performed space needs assessment and two options for renovation; budget estimates were ~\$950,000 for Plan 1 and ~\$1.49 Million for Plan 2; Plan 2 was recommended by SWMB and Staff at the September 5, 2018 SWMB meeting
- Martin Riley – authorized to perform Plan 2 building addition & renovation design plans and specs, bidding documents and contract administration; updated estimated construction costs to ~\$1.84 Million based on final design options
- Martin Riley completed design plans and specs/bidding documents on March 25, 2019 and Purchasing posted to Demandstar; Bid advertisements were issued on March 28, 2019 and April 4, 2019
- Pre-bid meeting held on April 10, 2019 (a lot of interest from contractors)
- Addendums #1, #2 and #3 issued
- Bids due on April 24, 2019 – (6) bids received
- Cardinal Construction (Fond du Lac) is the low bidder:

BIDDER	LUMP SUM	Alt# 1	Alt# 2	BB/CC
Cardinal Construction	\$ 1,119,328	\$ 109,336	\$ 75,006	BB
Frank O. Zeise Construction	\$ 1,279,000	\$ 110,000	\$ 75,500	BB
Howard Immel	\$ 1,358,000	\$ 122,000	\$ 82,000	BB
Mike Koenig Construction	\$ 1,203,350	\$ 110,000	\$ 80,120	BB
Milbach Construction	\$ 1,348,100	\$ 127,840	\$ 87,605	BB
Miron Construction	\$ 1,254,329	\$ 188,488	\$ 59,995	BB

- Base Lump Sum Bid = \$1,119,328
- Alt #1 = \$109,336 (27 KW Solar Electric System - +\$11,340 for 30 KW system)
- Alt #2 = \$75,006 (Overhead Traffic Sign/Lane Striping on Entrance Road)

- Total = \$1,303,670 (Base Bid + Alt #1 + Alt #2) [\$1,315,010 with 30 KW solar system]
- Contract Time = 25 weeks from Notice of Award (Nov/Dec 2019 completion)
- References with City of Oshkosh are positive – no opposition from Martin Riley

SWMB Staff recommends award to Cardinal Construction – Base Bid + Alt #1 and Alt #2 (\$1,315,010 with 30 KW Solar System); over budget amount would come out of other 2019 Capital carryover costs and/or retained earnings.

M. Wiedenhoeft from Martin Riley informed the SWMB that this bid amount does not include any modifications in structural engineering costs to the upper roof (Solar Electric System) or a contingency amount for the overall project. M. Wiedenhoeft recommends 5-10% for contingency at a minimum.

Discussion ensued amongst the SWMB.

Motion to approve the Award of Administrative Office Addition & Renovation Project to Cardinal Construction for the total bid amount of \$1,315,010 as recommended by SWMB Staff (total budget of \$1,450,000 including contingency costs) made by, D. Nelson and seconded by D. Albrecht. Motion carried 6-0.

7. Discussion/Action – RUG Financial and Informational Reports: J. Rabe explained to the SWMB that Staff will present 2018 Recycling Financials, a Transfer Station/Landfill Operations Report and a Recycling Report at the 2018 RUG Informational Meeting, scheduled on May 16, 2019 from 9-11 a.m. at the J.P. Coughlin Center in Oshkosh.

K. Pernsteiner presented the 2018 Recycling Financials to the SWMB (unaudited).

K. Pernsteiner presented the Transfer Station/Landfill Operations Report to the SWMB. Topics covered by K. Pernsteiner included: Tonnages, Transfer Station/Landfill Operations, Site Modifications, Outagamie County Regional Landfill Operations and Ken Robl Conservation Park.

K. Hutter presented the Single Stream Recycling (SSR) Report to the SWMB. Topics covered by K. Hutter included: 2018 and Beyond, Tonnages, MRF Operations/Maintenance, Supply Agreements, Commodity Markets & Trends, Education/Outreach, Recycling Consolidation Grants, and Municipal Survey & Recycling Agreements.

Discussion ensued amongst the SWMB.

Motion to approve the RUG Financial and Informational Reports made by, J. Finch and seconded by D. Albrecht. Motion carried 7-0.

8. Discussion – Land Swap with Facilities & Property Management: J. Rabe presented the Land Swap with Facilities & Property Management to the SWMB as follows:
- Sexually Violent Person (SVP) 980 update: County planning to build modular home and get City authorization for (2) residents by August 1, 2019

- Foth Infrastructure & Environment (Foth) prepare figure showing approximate acreage of the land that will be swapped; then have Corporation Counsel prepare a Resolution that the SWMB, Facilities & Property Management Committee (Facilities) and County Board would approve.
- This would allow SWMB to use former Huber facility for Park entrance and City Welcome sign; Facilities would then have more land to use for final site plan/driveway for SVP 980 residence; and have better access to communications tower/building

Discussion ensued amongst the SWMB.

9. Future Agenda Items: None at this time.

10. Set Next Meeting Date: The next SWMB meeting date is scheduled for May 15, 2019 at 9:00 a.m.

11. Adjournment: Motion to adjourn made by J. Finch and seconded by D. Nelson. Motion carried 7-0. Meeting was adjourned at 11:19 a.m.

Respectfully Submitted,

Cassie Stadtmueller  
Administrative Associate

**Approved by SWMB – May 15, 2019**