

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

DATE: May 18, 2016

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
Mike Easker
Jerry Finch
Susan Locke
Doug Nelson

EXCUSED: Ken Robl, Vice Chairman
Gerry Konrad

ALSO PRESENT: John Rabe, Director of Solid Waste
Kathy Hutter, Confidential Secretary
Kurt Pernsteiner, Facility Manager
John Fink, County Executive Assistant

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 18, 2016 agenda, made by J. Finch and seconded by S. Locke. Motion carried 7-0.
3. Public Comments on Agenda Items: None.
4. Announcements/Communications: D. Albrecht informed the Solid Waste Management Board (SWMB) that K. Robl's post-surgery recovery is going good and he expects to return home soon.

J. Rabe explained to the SWMB that Human Resources (HR) received 11 applications for the vacant Recycling Coordinator position. J. Rabe stated that he is reviewing the applications and will work with HR to schedule interviews during the week of May 23-27, 2016.

J. Rabe notified the SWMB that the Winnebago County (WC) Parks Committee will tour the Snell Road Landfill (future Ken Robl Conservation Park) on May 25, 2016 at approximately 1:30 p.m.

J. Rabe explained to the SWMB that Brown, Outagamie and Winnebago (BOW) Counties are combining efforts to negotiate a long term (5-year) construction and demolition (C&D) material processing agreement with Landfill Reduction and Recycling (LRR). J. Rabe indicated that he will schedule a discussion item for the C&D Recycling Disposal Agreement at a June 2016 meeting.

J. Rabe reported to the SWMB that on May 12, 2016, a near miss incident occurred between a front end loader and an Advanced Disposal Services (ADS) truck and driver at the WC Transfer Station (TS). The incident was investigated by SWMB Staff and HR. No serious injury resulted from the incident. SWMB Staff are reviewing procedures to ensure that safety is at the forefront of operations for employees and TS users. SWMB Staff will meet with ADS on May 20, 2016 to discuss the incident.

5. Approval of Minutes – May 4, 2016 Open Session: Motion to approve the May 4, 2016 open session minutes, made by J. Finch and seconded by P. Eisen. Motion carried 7-0.
6. Discussion/Action – Election of Officers: J. Rabe explained to the SWMB that D. Nelson, K. Robl and D. Albrecht were reappointed to the SWMB at the May 17, 2016 County Board Meeting. J. Rabe asked the SWMB to consider election of Chairman, Vice Chairman and Secretary Officer positions.

Motion made by J. Finch and seconded by D. Nelson to elect P. O'Brien as Chairman, K. Robl as Vice Chairman and P. Eisen as Secretary. Discussion ensued by the SWMB. Motion and second withdrawn.

Motion made by J. Finch and seconded by S. Locke to nominate P. O'Brien as Chairman. Motion carried 7-0.

Motion made by D. Albrecht to nominate P. Eisen as Vice Chairman. Motion made by J. Finch to nominate K. Robl as Vice Chairman. A show of hands resulted in two votes for P. Eisen and five votes for K. Robl. Motion carried for K. Robl as Vice Chairman.

Motion made by M. Easker and seconded by D. Nelson to nominate P. Eisen as Secretary. Motion carried 7-0.

7. Discussion/Action – Consider Award of Boiler Replacement Project (SW02-16): J. Rabe explained to the SWMB that the Landfill Office Boiler Replacement Project (SW02-16) (Boiler Project) was originally published for bid in 2015 and resulted with bids that were over budget. Boiler Project funds were increased from \$50,000 to \$110,000 in the 2016 Budget and the Boiler Project was re-published for bid in April 2016. Bids were due on May 10, 2016 and three bids were received.

K. Pernsteiner presented the following Boiler Project Bid Tally to the SWMB:

<u>Bidder's Name</u>	<u>Lump Sum Bid</u>	<u>CC/BB</u>
B&P Mechanical	\$87,000.00	BB
Gartman Mechanical	\$65,750.00	BB
GRP Mechanical	\$81,775.05	BB

K. Pernsteiner explained to the SWMB that all three bidders participated in the project site walk-through, submitted bid bonds and meet requirements of the bid. K. Pernsteiner stated that he spoke with Gartman Mechanical (lowest bidder) and confirmed that bid requirements were all understood and included in their lump sum bid. SWMB Staff recommend awarding the Boiler Replacement Project (SW02-16) to Gartman Mechanical because they consistently offered the lowest bid in 2015 and 2016, they are a local company, and they can start as soon as the contract is approved.

Discussion ensued amongst the SWMB.

Motion made by J. Finch and seconded by P. Eisen to award the Boiler Replacement Project (SW02-16) to Gartman Mechanical for not more than \$65,750.00. Motion carried 7-0.

8. Discussion/Action – Consider Award of Compactor Installation Project (SW03-16): J. Rabe explained to the SWMB that the 2016 Budget for the Compactor Installation Project (SW03-16) (Compactor Project) includes \$350,000 for the MSW Compactor installation and \$250,000 for the SSR Compactor installation; the total Compactor Project budget is \$600,000. The Compactor Project was published for bid in April 2016 with bids due on May 10, 2016. One bid was received (Immel Construction).

J. Rabe presented the SWMB with Immel Construction’s bid summaries as follows:

Unit Price Bid “Schedule 1” - MSW Compactor Installation

Item no.	Description	Unit	Estimated Quantity	Bid Unit Price	Bid Price
1	Mobilization and Demobilization	Lump Sum	1	\$10,000	\$10,000
2	Steel Beam Removal	Lump Sum	1	\$5,000	\$5,000
3	MSW Compactor Equipment Purchase*	Lump Sum	1	\$186,000	\$186,000
4	MSW Compactor Equipment Installation	Lump Sum	1	\$18,500	\$18,500
5	Electrical System for MSW Compactor	Lump Sum	1	\$23,800	\$23,800
6	Fire Protection System for MSW Compactor	Lump Sum	1	\$3,000	\$3,000
7	Restoration	Lump Sum	1	\$18,400	\$18,400
Total Unit Price Bid “Schedule 1”					\$264,700

* The MSW Compactor manufacturer selected for bid item 3 is Marathon.

Unit Price Bid “Schedule 2” - Recycling Compactor Installation

Item no.	Description	Unit	Estimated Quantity	Bid Unit Price	Bid Price
1	Mobilization and Demobilization	Lump Sum	1	\$10,000	\$10,000
2	North Pit Wall	Lump Sum	1	\$87,800	\$87,800

	Replacement				
3	Recycling Compactor Equipment Purchase*	Lump Sum	1	\$109,500	\$109,500
4	Recycling Compactor Equipment Installation	Lump Sum	1	\$18,500	\$18,500
5	Electrical System for Recycling Compactor	Lump Sum	1	\$16,600	\$16,600
6	Fire Protection System for Recycling Compactor	Lump Sum	1	\$3,000	\$3,000
7	Restoration	Lump Sum	1	\$47,300	\$47,300
Total Unit Price Bid "Schedule 2"					\$292,700

* The MSW Compactor manufacturer selected for bid item 3 is Marathon.

J. Rabe explained that Marathon manufactured compactors were selected as Base Bid equipment due to the positive experience Brown County has had using them in their MSW TS since 2002. Alternative Bid Items were allowed for purchasing and installation of other brand named equipment. J. Rabe further explained that SWMB Staff and Foth Environmental & Infrastructure (Foth) reviewed Immel Construction's Base Bid, Alternative Bid Items, Compactor Project bid specifications and TS operational needs and developed three potential Bid Award options for the SWMB to consider:

- Option 1 – Award Base Bid for MSW & SSR Compactors to Immel Construction for Compactor Project total \$557,400.
- Option 2 – Award Base Bid for MSW Compactor and modified Bid for SSR Compactor (no wall replacement) to Immel Construction for \$440,700. Develop a separate Request for Bid (RFB) for installation of a second MSW Compactor (additional ~\$250,000) and total project estimate of \$690,000.
- Option 3 – Rebid entire Compactor Project with modification to include the second MSW Compactor in bid.

J. Rabe indicated that SWMB Staff and Foth recommend Option 2.

Discussion ensued amongst the SWMB.

Motion made by P. Eisen to award the Compactor Installation Project (SW03-16) to Immel Construction (Base Bid for MSW Compactor, modification to SSR Compactor Bid to exclude wall replacement) for not more than \$440,700 and to create a separate RFB for the purchase and installation of a second MSW Compactor. M. Easker added a friendly amendment to increase the 2016 Budget for MSW and SSR Compactor Installation to \$700,000. Motion seconded by D. Albrecht. Motion carried 7-0.

9. Discussion/Action – Ken Robl Conservation Park Update: J. Rabe presented the SWMB with the following Ken Robl Conservation Park (KRCP) Update.

- E. McCoy has considered assisting SWMB Staff with KRCP development and is in favor of the Limited Term Employee (LTE) approach; she must wait until June 15, 2016 to honor the Wisconsin Retirement System (WRS) 75 day re-employment waiting period.

- J. Rabe will work with HR to develop a Temporary Help Request (THR) for filling a 6 month or less employment need. The THR process requires job posting, HR development of salary schedule and County Executive approval.
- J. Rabe will discuss the scope of work/details with E. McCoy and R. Way (WC Parks Director), then develop and submit a THR for approval.

Discussion ensued amongst the SWMB.

No action by the SWMB.

10. Discussion – Landfill Gas Operations Update: J. Rabe updated the SWMB with the following landfill gas (LFG) operations report.

Landfill Gas Operations – May 17, 2016			Meter Op. Hours	One-Week Runtime
Engine #1	Running at 987 KW		44121	167
Engine #2	Running at 987 KW		43829	167
Engine #3	Running at 987 KW		13375	140
Engine #4	Running at 1020 KW		6819	166
Engine #5	Off	Decoke	8529	27
Sunnyview Compressor	Compressor A running at 77%; B–Off. Pipeline outflow = 1325 scfm.			
Sunnyview Flare	Flare – Off; Vacuum = -20’’ wc; Blower 103/104 running at 58%; 105–Off			
Sunnyview Gas Field	CH4 = 53.1% O2 = 0.8%			
Snell Rd Flare	Flare – On; Flow = 77 scfm; Vacuum = -16.1’’ wc			
Snell Rd Gas Field	CH4 = 49.6% O2 = 1.9%			

- WPS/Highway Revenues are \$251,254 for April 2016. Projected revenues are \$2.95M for 2016 and are on pace to exceed the 2016 budgeted revenue of \$2.6M.
- Completed decoking of Engines 1-3 in April 2016; now working on decoking of Engine 5.
- May 2016 monthly LFG monitoring showed that the southeast section of the Sunnyview Co-Disposal Site had positive pressure in some gas wells (likely due to a sag in the gas header that is blocked by condensate); the WC Environmental Technician plans to install temporary aboveground bypass piping to restore vacuum to this area to meet air permit compliance; SWMB Staff will evaluate options for a permanent fix.

- Leachate recirculation continues in the Sunnyview Co-Disposal Site; approximately 10,000-12,000 gallons of leachate are recirculated per week.
- Second Quarter Surface Emissions Monitoring (SEM) is scheduled for the week of May 23-27, 2016.

Discussion ensued amongst the SWMB.

11. Future Agenda Items: J. Rabe indicated that the 2015 Financials will be scheduled for the next meeting. P. Eisen requested LFG Operation Plan vs. Revenue Comparison and Employee Bonuses to be added as discussion topics at a future meeting.
12. Set Next Meeting Date: The next SWMB meeting date is scheduled for June 1, 2016 at 9:00 a.m.
13. Adjournment: Motion to adjourn made by J. Finch and seconded by M. Easker. Motion carried 7-0. Meeting was adjourned at 10:33 a.m.

Respectfully Submitted,

Kathy Hutter
Confidential Secretary

Approved by SWMB – June 1, 2016