

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

DATE: June 19, 2019

TIME: 9:02 a.m.

LOCATION: Highway Department
901 W. County Road Y
Oshkosh, WI

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

EXCUSED: Ken Robl, Vice Chairman

ALSO PRESENT: John Rabe, Director of Solid Waste
Cassie Stadtmueller, Administrative Associate
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 9:02 a.m.
2. Approve Agenda: Motion to approve the June 19, 2019 agenda, made by J. Finch and seconded by G. Konrad. Motion carried 8-0.
3. Public Comments on Agenda Items: None.
4. Announcements/Communications: J. Rabe informed the Solid Waste Management Board (SWMB) that construction of the office renovation began on June 10, 2019. J. Rabe explained that they are currently doing interior demolition only.

J. Rabe informed the SWMB that storm water approval from the City of Oshkosh is holding up exterior demolition and work on the office building. J. Rabe explained that Foth Infrastructure & Environment (Foth) revised all of the storm water modeling work for the entire landfill site to submit to the City of Oshkosh. J. Rabe further explained that we are waiting for a response to our June 19, 2019 submittal from the City of Oshkosh.

J. Rabe informed the SWMB that Thomas Olson started as the new Equipment Operator on June 17, 2019.

J. Rabe informed the SWMB that he and P. O'Brien were invited by M. Elder to attend the June 12, 2019 Facilities & Property Management Committee meeting to discuss the land swap of the Huber Facility property and the land west of the transfer station. J. Rabe explained that the land swap proposal was denied by the Facilities & Property Management Committee.

Discussion ensued amongst the SWMB.

5. Approval of Minutes – May 15, 2019 Open Session: Motion to approve the May 15, 2019 open session minutes, made by J. Finch and seconded by G. Konrad. Motion carried 7-0. D. Nelson abstained.

6. Discussion/Action – Election of Officers: J. Rabe asked the SWMB to consider nominations for Chairman, Vice Chairman and Secretary Officer Positions.

Motion made by J. Finch and seconded by G. Konrad to elect P. O'Brien as Chairman, D. Albrecht as Vice Chairman and P. Eisen as Secretary. Motion carried 8-0.

7. Discussion/Action – 2019 Retained Earnings Allocation: J. Rabe presented the SWMB with the 2019 Retained Earnings Allocation as follows:

<u>Description</u>	Fund Goal Authorized By SWMB <u>2018</u>	Fund Goal Proposed to SWMB <u>2019</u>
Designated Emergency Funds:		
Regulatory Compliance	\$1,000,000	\$1,000,000
Remediation/Liability	500,000	500,000
Litigation	200,000	200,000
Interim Construction	1,000,000	1,000,000
Operational	---	---
Capital Outlay	500,000	500,000
Future Landfill Airspace Development	8,300,000	8,800,000
Operational Cash Flow	1,500,000	1,500,000
Debt Service - Recycling	500,000	500,000
Solid Waste – Rate Stabilization	3,000,000	3,300,000
Recycling – Rate Stabilization	500,000	700,000
Research & Development Planning	1,000,000	1,000,000
Snell Road Landfill LTC > 20 years	6,500,000	6,500,000
Sunnyview Landfill LTC > 40 years	2,500,000	2,500,000
Landfill End Use Planning/Development/Maintenance	1,000,000	1,000,000
Total	28,000,000	29,000,000
Balance as of December 31	\$ 28,447,225	Est. ~\$ 29,000,000
Reserved	28,000,000	29,000,000
Current Surplus/(Deficit)	\$ 447,225	---

J. Rabe explained that the 2018 Financial Report showed a December 31 balance of \$28,447,225 in the retained earnings fund.

J. Rabe suggested that the following fund goal changes could be made to meet future needs:

- Increase in Future Landfill Airspace Development from \$8,300,000 to \$8,800,000.
- Increase in Solid Waste – Rate Stabilization from \$3,000,000 to \$3,300,000.
- Increase in Recycling – Rate Stabilization from 500,000 to 700,000.
- Increase in Total Allocation from \$28,000,000 to \$29,000,000.

Discussion ensued amongst the SWMB.

Motion made by J. Finch and seconded by G. Konrad to accept the proposed 2019 Retained Earnings Reservation as presented by SWMB Staff. Motion carried 8-0.

8. Discussion/Action – 2019 Cash Flow Analysis Report: No discussion/action at this time.
9. Discussion – Landfill Gas Operations Update: Z. Moureau presented the SWMB with the following Landfill Gas Operations Update:

Landfill Gas Operations – June 17, 2019			Meter Op. Hours	One-Week Runtime
Engine #2	Off		60381	54
Engine #3	Down	Replacing pistons and liners	31695	0
Engine #4	Running at 1030 KW		6808	169
Engine #5	Running at 1300 KW		26883	166
Sunnyview Compressor	Compressor B running at 51%. Pipeline outflow 795 scfm.			
Sunnyview Flare	Flare –Off; Vacuum = -9’’ wc; Blower 103 and 104 on; 105 – off			
Sunnyview Gas Field	CH4 = 49.8% O2 = 2.0%			
Snell Rd Flare	Flare – On; Flow = 77 scfm; Vacuum = -16.0’’ wc			
Snell Rd Gas Field	CH4 = 49.3% O2 = 2.1%			
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.			

- Energy revenue from May (\$181,577) is up from April (\$173,822). Revenue from Engines #2 and #3 is down from April due to Engines #4 and #5 being fully operational for most of May. We are still on track to meet our budgeted revenue of \$1.8 Million.
- All gas is currently being sent to the flare due to piping work that is being performed on the LFG transmission piping at Snell. Engine #3 is currently down for a major overhaul. The container that housed Engine #1 has been removed from the site in preparation of the new Jenbacher 312 that will be installed in November.
- Gas quality has generally been around 50% methane and 1.0% to 2.0% oxygen. Monthly LFG monitoring at the Sunnyview Landfill is being performed by the new Environmental Technician this week. 2nd Quarter surface emission monitoring was completed in May. All exceedances have been corrected and remonitored.
- Working with local Country Visions Cooperative for customized fertilizer application to the Sludge Site to increase final cover vegetation growth.
- Snell Road Maintenance Project started on June 6, 2019. Several repair items have been completed. Contractor is currently working on the LFG transmission piping modifications. Project is expected to be completed by the beginning of July.

Discussion ensued amongst SWMB.

10. Future Agenda Items: M. Easker requested an update on the citizen usage of the Ken Robl Conservation Park (KRCP).
11. Set Next Meeting Date: The next SWMB meeting date is scheduled for July 3, 2019 at 9:00 a.m.
12. Adjournment: Motion to adjourn made by J. Finch and seconded by D. Albrecht. Motion carried 8-0. Meeting was adjourned at 10:04 a.m.

Respectfully Submitted,

Cassie Stadtmueller
Administrative Associate

Approved by SWMB – July 3, 2019