

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

DATE: July 15, 2020

TIME: 9:02 a.m.

LOCATION: Virtual Meeting by Zoom and Phone Call-In

PRESENT BY ZOOM
OR SPEAKER PHONE: Pat O'Brien, Chairman
David Albrecht, Vice Chairman
Paul Eisen, Secretary
Thomas Borchart
Mike Easker (9:16 a.m. – 10:10 a.m.)
Gerry Konrad
Susan Locke
Doug Nelson

ALSO PRESENT BY
ZOOM OR SPEAKER
PHONE: John Rabe, Director of Solid Waste
Cassie Stadtmueller, Administrative Associate
Kurt Pernsteiner, Operations Manager
Zach Moureau, Environmental Manager
Kathy Hutter, Recycling Program Manager

1. Call to Order: P. O'Brien called the meeting to order at 9:02 a.m.
2. Approve Agenda: Motion to approve the July 15, 2020 agenda, made by D. Albrecht and seconded by S. Locke. Motion carried 7-0.
3. Public Comments on Agenda Items: None.
4. Announcements/Communications: J. Rabe informed the Solid Waste Management Board (SWMB) that Outagamie County (OC) has implemented a universal face covering policy that went into effect July 13, 2020. J. Rabe explained to the SWMB that Winnebago County has not published a formal face covering policy but has purchased cloth face masks for employees and single-use masks for public use.

J. Rabe stated that agendas and draft open minutes are now being emailed to all SWMB members to avoid US mail delays. T. Borchard mentioned that agendas are also posted on the Winnebago County (WC) website.

J. Rabe informed the SWMB that OC hired Marissa Michalkiewicz as the new Recycling & Solid Waste Program Coordinator. J. Rabe explained that M. Michalkiewicz started on July 6, 2020 and OC is back to being fully staffed.

5. Approval of Minutes – June 3, 2020 and July 1, 2020 Open Session: Motion to approve the June 3, 2020 and July 1, 2020 open session minutes, made by P. Eisen and seconded by D. Albrecht. Motion carried 6-0. G. Konrad abstained.
6. Discussion/Action – Award Environmental Drilling Activities at the Snell Road Landfill: Z. Moureau presented the bid/quote results for the Environmental Drilling Activities at the Snell Road Landfill as follows:
 - Four contractors provided pricing for the remaining environmental drilling tasks at the Snell Road Landfill. Coleman Engineering, Horizon Construction and Exploration, Giles Engineering, and Cascade Drilling provided pricing for the work
 - Horizon Construction and Exploration (Horizon Construction) was the lowest overall cost at \$55,712.50. Horizon Construction is a preferred contractor for this type of environmental drilling and performs quality work.
 - A construction cost estimate for these items was approximately \$30,000 but due to several unknown factors regarding the construction of the groundwater monitoring wells drilled through the landfill waste, the pricing came back higher than anticipated.
 - \$150,000 was budgeted in 2020 for this work and the total cost with the waste borings by Landfill Drilling and Piping (~\$38,000) and the remaining work performed by Horizon Construction (~\$55,000) would be ~\$93,000.
 - All contractors indicated that the work would be completed before the end of the October.
 - Two additional contractors that were contacted but declined to provide pricing based on schedule and equipment capabilities.
 - Landfill Drilling and Piping will be performing the waste borings as authorized at the July 1, 2020 SWMB meeting. Work will begin next week and should be complete by the end of next week.
 - Request SWMB authorization to award contract to Horizon Construction for \$55,712.50.

Motion to award contract to Horizon Construction for completion of the environmental drilling activities at Snell Road Landfill for a cost of \$55,712.50, made by P. Eisen and seconded by D. Albrecht. Motion carried 8-0.
7. Discussion/Action – Award Hauling & Recycling of Tires: K. Hutter presented the proposal results for the Hauling & Recycling of Tires to the SWMB as follows:
 - The Hauling and Recycling of Tires Request for Proposal (SW05-20) was developed and released on behalf of Brown, Outagamie and Winnebago Counties (BOW).
 - We received one response, Liberty Tire (Auburndale, WI), \$260/ton on an initial 2-year contract, with up to 3, 1-year renewals with CPI adjustment to rate.
 - Liberty Tire requested one modification to the contract terms, adjusting the pickup response time from 48-hour notice to 1-4 working days' notice. BOW Staff are in favor of this modification.
 - L. Forbes indicated that she tried to find other vendors to propose on this request, but was not able to find any.
 - The prior Hauling and Recycling of Tires RFP (SW01-16) came back with two responses, Liberty Tire and Bay Enviro Tire (Green Bay). Bay Enviro Tire stopped taking tires in late 2018. Winnebago County (WC) Staff spoke with a manager at Bay

Enviro Tire at that time and learned that they stopped accepting tires due to collection site compliance issues with WI Department of Natural Resources brought on by softening demand in recycled tire markets.

- Liberty Tire is the current Hauler/Recycler of tires for all three counties. The current fee for recycling tires with Liberty Tire is \$165/ton.
- BOW Staff are satisfied with the service provided by Liberty Tire.
- SWMB Staff recommend Award of Hauling and Recycling of Tires (SW05-20) to Liberty Tire, Auburndale, WI.
- WC's 2021 tipping fees for tire recycling will need to be increased accordingly. Recommendations will be submitted at a future SWMB Meeting.

Motion to award the Hauling & Recycling of tires to Liberty Tire made by, D. Albrecht and seconded by G. Konrad. Motion carried 8-0.

8. Discussion/Action – Solid Waste Department Operational Changes related to COVID-19 and New Count Face Covering Policy: J Rabe informed the SWMB that the County Administration has not finalized a policy for face coverings.

No action taken at this time.

9. Discussion – Tonnage & Hauling Reports: K. Pernsteiner presented the Tonnage and Hauling Report to the SWMB. K. Pernsteiner reviewed Winnebago County Transfer Station operations and hauling statistics in the Report.

K. Pernsteiner presented the following Tonnages to the SWMB:

January - June 2019/2020 Tonnage Comparison
Winnebago County Solid Waste Customers

TRANSFER STATION
WINNEBAGO COUNTY

<u>Waste Type</u>	<u>2019</u>	<u>2020</u>
Residential/Municipal	19,658	21,929
Commercial	13,095	9,016
Industrial	9,829	6,123
Construction/Demolition/Shingles	7,669	9,615
Subtotal Winnebago Transfer	50,251	46,682

DIRECT HAULS
OUTAGAMIE COUNTY NORTHEAST LANDFILL

<u>Waste Type</u>	<u>2019</u>	<u>2020</u>
Residential/Municipal	3,723	3,787
Commercial	1,846	1,569

Industrial	1,865	4,015
Construction/Demolition	2,118	2,491
Auto Shredder Fluff	13,833	17,214
WWTP Sludge	530	327
Papermill Sludge	5,283	7,085
Foundry Sand	382	289
Boiler Ash	120	124
Power Plant Fly Ash	4,947	4,788
Sweepings	1,491	1,906
Miscellaneous/Special Wastes	806	356
Subtotal Directs Hauls	36,943	43,950
TOTALS DIRECT HAUL/TRANSFER STATION	87,194	90,632
RECYCLED MATERIALS - VARIOUS LOCATIONS		
<u>Waste Type</u>		
Single Stream Recycling	7,631	7,920
Grass/Yard Waste/Biodigester	717	1,333
Tires	50	56
Subtotal	8,398	9,309
Grand Total	95,593	99,941

10. Discussion – Operational Program Updates: K. Pernsteiner presented the Landfill/Transfer Station Operational Program Updates to the SWMB as follows:

- Landfill Update:
 - BOW Tonnages and Hauling Report dated January 2020 – June 2020
 - Brown County and Outagamie County had large historic fill material projects and contaminated soil projects in the first half of 2019 that are included in these totals.
 - BOW tonnages have increased as we start to share alternative daily over tonnages between all the counties. This includes Papermill Sludge and Auto Shredder Fluff.
 - Slight decrease in Winnebago County tonnages due to BOW sharing the Papermill Sludge and Auto Shredder Fluff tonnage.
 - Shared tonnages are reconciled at the end of year during our BOW audit.
- Landfill Office Renovation Project Update:
 - Finishing up Cardinal Construction punch list.

K. Hutter presented the Recycling/Diversion Program Update to the SWMB as follows:

- WC's single stream recycling tonnage for the month of June 2020 is 1,537 tons, vs. 1,382 tons in June 2019.
- The Tri-County Single Stream Recycling Facility's tonnage for the 1st 6-months of 2020 is tracking about 1.6% less than the 1st 6-months of 2019 (~850 tons). This comes primarily from a decrease in non-contract Waste Management tons. Municipal and residential tonnages remain steady and the Tri-County Single Stream Recycling Facility is on track to meet its budgeted tonnage for 2020 (100,000 tons).
- The recent uptick in WC's universal waste materials noted in late-spring/early-summer 2020 SWMB Program Updates has returned back to normal in June 2020, compared to June 2019.
- June 2020 Household Hazardous Waste car count and weights are similar to June 2019. There were 187 facility users in June 2020 vs. 175 users in June 2019. Total weight = 8,268 lbs. in June 2020 vs. 8,545 lbs. in June 2019.

Z. Moureau presented the Landfill Gas (LFG) and Long-term Care Update to the SWMB as follows:

- Energy revenue from June (\$160,141) increased from May (\$153,820) bringing the total revenue to \$937,029 for half of the year and on target to meet budgeted revenue of \$1.8 Million.
- Engines #2R, #3, and #5 were running throughout June with scheduled shutdown of Engine #3 overnight during off peak hours. Engine #4 was off for a decoke and oil cooler repair. The LFG system was also shut down for a short period of time due to the Sunnyview Maintenance Project. No landfill gas was used in the Highway Department boilers.
- Engines #2R, #3, and #5 are currently running with occasional shutdown of Engine #2R overnight during off peak hours. Engine #4 is available as a backup.
- July LFG Monitoring is scheduled for the week of July 20, 2020.
- The Sunnyview Landfill Maintenance Project is nearly complete. The contractor is starting installation of the replacement vertical landfill gas wells and some repair work that was postponed last week due to rain. An inspection of the work items and punch list will be prepared next week. The repair items have increased vacuum to the north and northeast portions of the site and improved overall LFG quality.

Discussion ensued amongst the SWMB.

11. Future Agenda Items: None at this time.

12. Set Next Meeting Date: The next SWMB meeting date is schedule for August 5, 2020 at 9:00 a.m.

13. Adjournment: Motion to adjourn made by D. Albrecht and seconded by S. Locke. Motion carried 8-0. Meeting was adjourned at 10:10 a.m.

Respectfully Submitted,

Cassie Stadtmueller
Administrative Associate

Approved by SWMB, August 5, 2020