

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

DATE: July 20, 2016

TIME: 9:00 a.m.

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

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

EXCUSED: Jerry Finch

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 July 20, 2016 agenda, made by K. Robl and seconded by S. Locke. Motion carried 8-0.
3. Public Comments on Agenda Items: None.
4. Announcements/Communications: J. Rabe explained to the Solid Waste Management Board (SWMB) that the 2017 budget workshop will be held on August 3, 2016, 9:00 a.m. - Noon, with a second budget workshop tentatively scheduled for August 10, 2016 at 9:00 a.m. Draft budget documents will be mailed to SWMB members on July 27, 2016.

J. Rabe explained to the SWMB that on July 14, 2016 he was notified of a City of Oshkosh project involving high volume dewatering that is impacting the groundwater table at the Snell Road Landfill. The dewatering project has reduced groundwater elevations along the west side of the landfill and is impacting our CVOC investigation efforts (new detection in an on-site perimeter well). The project has also caused us to shut down horizontal groundwater extraction system operations due to the depressed groundwater levels. Foth Infrastructure & Environment

(Foth) contacted WDNR to discuss these issues on July 15, 2016; follow-up with the City of Oshkosh occurred on July 18, 2016. J. Rabe indicated that further updates will be brought to the SWMB as more information becomes available.

5. Approval of Minutes – July 6, 2016 Open Session: Motion to approve the July 6, 2016 open session minutes, made by K. Robl and seconded by G. Konrad. Motion carried 8-0.

6. Discussion/Action – Consider Award of Solid Waste & Recyclable Material Hauling Services (SW05-16): K. Pernsteiner presented the following summary of the Solid Waste & Recyclable Material Hauling Services (SW05-16) Request for Proposal (Material Hauling RFP) and RFP Tally to the SWMB.
 - The Material Hauling RFP was issued on July 1, 2016.
 - The Material Hauling RFP included compactor semi loads of solid waste (SW) transported to Outagamie County (OC) Landfill, construction and demolition (C&D) waste transported to Landfill Reduction & Recycling (LRR) and recyclable materials transported to the Tri-County MRF.
 - Site visits/conference were held on July 7, 2016; WC TS, LRR in Appleton and OC Facilities were visited.
 - Addendum #1 was issued on July 13, 2016.
 - Proposals were due on July 15, 2016 – three proposals were received (B.E.S.T. Enterprises, Great American Disposal (GAD), and Kreilkamp Trucking).
 - The Material Hauling RFP Tally is as follows:

	<u>B.E.S.T. Enterprises</u>	<u>Great American Disposal</u>	<u>Kreilkamp Trucking</u>
<u>Solid Waste Hauling</u>			
Price per load w/Overweight Permit	\$263.00	\$225.40	\$180.44
Maximum lbs. w/Overweight Permit	110,000	110,000	117,000
Price per load w/80,000 lb. limit	\$263.00	\$220.00	\$180.44
Trailer Length & Capacity	50' - 116 cu. yd. 48' - 113 cu. yd.	53' - 136 cu. yd.	50' - 127 cu. yd.
<u>Construction & Demolition Hauling</u>			
Price per load w/Overweight Permit	\$261.00	\$225.40	\$180.44
Maximum lbs. w/Overweight Permit	110,000	110,000	117,000
Price per load w/80,000 lb. limit	\$261.00	\$220.00	\$180.44
Trailer Length & Capacity	50' - 116 cu. yd. 48' - 113 cu. yd.	53' - 136 cu. yd.	50' - 127 cu. yd.
<u>Recyclable Material Hauling</u>			
Price per load w/Overweight Permit	\$255.00	\$225.40	\$180.44
Maximum lbs. w/Overweight Permit	110,000	110,000	117,000
Price per load w/80,000 lb. limit	\$255.00	\$220.00	\$180.44
Trailer Length & Capacity	50' - 116 cu. yd. 48' - 113 cu. yd.	53' - 136 cu. yd.	50' - 127 cu. yd.

J. Rabe explained to the SWMB that the hauling cost/ton will be considerably lower once TS hauling operations are switched from open-top semi loads to compacted semi loads; savings is expected to be ~\$130,000/year. J. Rabe indicated that SWMB Staff recommend awarding the Solid Waste & Recyclable Material Hauling Services (SW05-16) contract to Kreilkamp Trucking (\$180.44/load in 2017 plus annual CPI increase and monthly fuel surcharge/credit; 5 year agreement).

Discussion ensued amongst the SWMB.

Motion made by M. Easker and seconded by K. Robl, to award the Solid Waste & Recyclable Material Hauling Services (SW05-16) contract to Kreilkamp Trucking. Motion carried 8-0.

7. Discussion/Action – Consider Award of 3rd Compactor Installation (SW07-16): J. Rabe explained to the SWMB that the Compactor Installation Project was last discussed at the June 1, 2016 meeting. J. Rabe indicated that the SWMB instructed Staff to develop and issue a 3rd Compactor Installation (SW07-16) Request for Bid (RFB) for an additional MSW compactor. J. Rabe summarized the 3rd Compactor Installation (SW07-16) project and RFB results as follows:
- The 3rd Compactor Installation project had an estimated cost of \$250,000 - based on the previous Immel Construction (Immel) Compactor Installation (SW03-16) project bid.
 - The RFB was prepared and advertised/issued on June 23, 2016 and June 30, 2016.
 - A pre-bid meeting was held on July 7, 2016.
 - Addendum #1 was issued on July 12, 2016.
 - Bids were due on July 14, 2016 – only 1 bid was received (Immel - \$278,250)
 - Immel’s bid for the 3rd Compactor Installation (SW07-16) project is as follows:

Unit Price Bid “Schedule 1” - MSW Compactor Installation

<u>Item no.</u>	<u>Description</u>	<u>Unit</u>	<u>Estimated Quantity</u>	<u>Bid Unit Price</u>	<u>Bid Price</u>
1	Mobilization and Demobilization	Lump Sum	1	\$10,000	\$10,000
2	MSW Compactor Equipment Purchase	Lump Sum	1	\$186,000	\$186,000
3	MSW Compactor Equipment Installation	Lump Sum	1	\$23,600	\$23,600
4	Electrical System for MSW Compactor	Lump Sum	1	\$23,800	\$23,800
5	Fire Protection System for MSW Compactor	Lump Sum	1	\$4,000	\$4,000
6	Restoration	Lump Sum	1	\$30,850	\$30,850
Total Unit Price Bid “Schedule 1”					\$278,250

- The revised Budget/Project Summary is: \$464,100 Compactor Installation Project (SW03-16) + \$278,250 3rd Compactor Installation (SW07-16) = \$742,350 (2016 Budget is \$600,000 for 2 compactors); Amend 2016 Budget by +\$150,000 with expectation of the Brown, Outagamie and Winnebago County (BOW) reimbursement of \$200,000 in early 2017 for the SSR compactor; Net result will be total capital outlay of ~\$550,000

(Annual hauling savings is expected to be ~\$130,000/year; Compactor depreciation is 10 years; Return on Investment (ROI) of ~ 4.2 years).

- SWMB Staff recommend award of the 3rd Compactor Installation (SW07-16) project to Immel for \$278,250.

Discussion ensued amongst the SWMB.

Motion made by D. Albrecht and seconded by G. Konrad, to increase the 2016 Budget for Compactor Installation by \$150,000 to \$750,000, with expectation of BOW Reimbursement of \$200,000 for the SSR Compactor and to award the 3rd Compactor Installation project (SW07-16) to Immel Construction for not more than \$278,250. Motion carried 8-0.

8. Discussion/Action – Consider Container Rental & Lease Program Changes: J. Rabe explained to the SWMB that the Container Rental & Lease Program was last discussed at the July 6, 2016 meeting. J. Rabe presented the SWMB with a recommended timeline for Container Rental & Lease Program Changes as follows:
- Discontinuation of short-term rental service in fall 2016; notify customers and modify advertising accordingly.
 - Discontinuation of long-term rental service as existing 1-year contracts expire (fall 2016 – summer 2017); notify and follow-up with existing customers accordingly; develop a container purchase option.
 - Notify WC Departments of upcoming changes for 2017 Budget; develop a container purchase option and assist with transition; material will continue to be disposed at WC approved Facilities per County Resolution No. 251-693.
 - Continue to offer container leases on a case-by-case basis.
 - Evaluate and sell remaining container inventory.
 - Staff are requesting the SWMB to consider and approve the timeline for Container Rental & Lease Program Changes as presented.

Discussion ensued amongst the SWMB.

Motion made by M. Easker and seconded by G. Konrad, to support the discontinuation of the Container Rental Program, with the understanding that a detailed transition strategy will be presented at a future SWMB meeting and to give existing customers a prompt notification of the future changes to their refuse & recycling collection services. Motion carried 8-0.

9. Discussion/Action – Consider New Position Requests for 2017 Budget: J. Rabe explained to the SWMB that New Position Requests were last discussed at the July 6, 2016 meeting. J. Rabe explained to the SWMB that the proposed 2017 Budget Table of Organization (TO) includes a new Environmental Manager position and a second Environmental Technician (originally budgeted in 2013), for a total of 16 full-time employees. J. Rabe presented the SWMB with the draft Position Descriptions and draft New Position Requests for the Environmental Manager position and the 2nd Environmental Technician position and reviewed related job duties and budget impacts.

Discussion ensued amongst the SWMB.

Motion made by G. Konrad and seconded by K. Robl, to approve the 2017 Budget TO as presented by SWMB Staff and to prepare the 2017 Budget accordingly. Motion carried 8-0.

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

Landfill Gas Operations – July 19, 2016			Meter Op. Hours	One-Week Runtime
Engine #1	Off	Not enough LFG	44819	37
Engine #2	Running at 900 KW		44920	137
Engine #3	Turned Off 7/19/16	Not enough LFG	14675	166
Engine #4	Running at 1000 KW		8318	167
Engine #5	Running at 1350 KW		9824	163
Sunnyview Compressor	Compressor A&B running at 52%; Pipeline outflow = 1635 scfm.	Shut off compressor B on 7/19/16		
Sunnyview Flare	Flare – Off; Vacuum = -31’’ wc; Blower 103/104 running at 72%; 105–Off			
Sunnyview Gas Field	CH4 = 44.9% O2 = 2.4%			
Snell Rd Flare	Flare – On; Flow = 99 scfm; Vacuum = -16.0’’ wc			
Snell Rd Gas Field	CH4 = 39.9% O2 = 3.5%			

- WPS/Highway Revenues are \$267,555 for June 2016. Revenues earned during the first 6-months of 2016 are \$1.5M and are on pace to yield ~\$3M for 2016 (\$2.6M budgeted).

11. Future Agenda Items: D. Albrecht and M. Easker requested a detailed report and response strategy for the City of Oshkosh project that is impacting groundwater monitoring wells at Snell Road Landfill to be presented at the next meeting.

12. Set Next Meeting Date: The next SWMB meeting date is scheduled for August 3, 2016 at 9:00 a.m.

13. Adjournment: Motion to adjourn made by G. Konrad and seconded by S. Locke. Motion carried 8-0. Meeting was adjourned at 10:58 a.m.

Respectfully Submitted,

Kathy Hutter
Confidential Secretary

Approved by SWMB – August 3, 2016