

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

DATE: August 9, 2017

TIME: 9:01 a.m.

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

PRESENT: Pat O'Brien, Chairman
Ken Robl, Vice Chairman
David Albrecht
Jerry Finch
Gerry Konrad
Susan Locke
Doug Nelson

EXCUSED: Paul Eisen, Secretary
Mike Easker

ALSO PRESENT: John Rabe, Director of Solid Waste
Cassie Stadtmueller, Administrative Associate
Kurt Pernsteiner, Operations Manager
Kathy Hutter, Recycling Program Manager
John Fink, County Executive Assistant

1. Call to Order: P. O'Brien called the meeting to order at 9:01 a.m.
2. Approve Agenda: Motion to approve the August 9, 2017 agenda, made by K. Robl and seconded by J. Finch. Motion carried 7-0.
3. Public Comments on Agenda Items: None.
4. Announcements/Communications: None.
5. Approval of Minutes – July 19, 2017 Open Session: Motion to approve the July 19, 2017 open session minutes, made by D. Nelson and seconded by J. Finch. Motion carried 7-0.
6. Discussion – 2018 Budget Workshop: J. Rabe presented the SWMB with the draft 2018 Budget as follows:
 - July 26, 2017 Memorandum summarizing the draft 2018 Budget

- Mission Statement/Program Descriptions
- Table of Organization
- 2017 Accomplishments/2018 Goals & Objectives
- Budget Detail
- Capital Outlay
- Travel & Conference, Small Equipment, Capital Outlay and Architect Engineer Summaries
- Operational Expenses, Program Budgets, Escrow Accounts/Cash & Interest, Tipping Fee/Wisconsin Department of Natural Resources (WDNR) Surcharge and Retained Earnings Summaries

J. Rabe explained that New Position Requests for an Environmental Manager and an Environmental Technician will be submitted with the budget (total of 16 full-time positions).

J. Rabe explained that landfill gas (LFG) power sales are generally declining due to lower projected LFG flows from the closed Sunnyview Landfill Co-Disposal Site; projected 2018 LFG power sales are \$2,100,000.

J. Rabe explained that the rebuild of Engine #2 is included in the Capital Outlay for 2018; projected expense is \$300,000.

J. Rabe explained that the Sunnyview Landfill Co-Disposal Site Long Term Care (LTC) expenses will be reimbursed by \$300,000/year from the WI Department of Natural Resources (WDNR) Escrow Account.

J. Rabe explained significant decreases to Capital Outlay in the draft 2018 Budget are for replacement of commercial lawn mower, replacement of salter, concrete and lighting in small vehicle area, push blades for snow removal, replacement of overhead doors at the transfer station, and rebuild of Engine #2.

J. Rabe stated that P. Eisen provided written comments on Draft 2018 Budget documents on August 3, 2017 and requested that they be shared with the SWMB. P. Eisen's comments are in italics below, followed by J. Rabe's responses.

- *Discrepancy: Cover Page revenue listed as \$8,915,900 and Page 10 revenue listed as \$8,615,900. Need to correct.*

The Revenue "Discrepancy" is a result of the Budget Report including the \$300,000 WDNR LTC Escrow fund reimbursement as a revenue, whereas the Budget Detail (Page 10) shows it as a Deficit adjustment on Page 16. The Cover Letter references the Revenues and Expenses contained in the Budget Report (Pages 27-31), so what is stated is correct and consistent with prior years.

- *Note expenditures reduced by \$2,000,000.*

The ~\$2,000,000 reduction in Expenses you mention is mainly due to a reduction in planned Capital Outlay Expenses (\$375,000 in 2018 v. \$2,460,000 in 2017)

- *Create an Expense item \$100,000 Post BOW R&D (needed to put BOW on notice/leverage for contract extension bargaining. Transfer money from Retained Earnings R&D line item). When will annual BOW meeting be?*

Post Bow R&D – we have \$1,000,000 allocated in Retained Earnings to address this issue as needed. We hope to continue our internal BOW analysis/Beyond 1st Term BOW discussion later this year – these consultant costs will be part of the BOW Landfill Operations. Unfortunately, there is no plan to hold an Annual BOW Meeting in 2017 – we plan to have a meeting in 2018.

- *No revenue for Container Program (p23). What is value of our inventory? How much will be retaining for County use? What is estimated sale value of containers to be sold?*

I will add a note to the Cover Letter indicating that the Container Program was eliminated in 2017 and no revenues or expenses are included in the 2018 Budget. We plan to liquidate the remaining smaller containers later this year (public surplus auction) and will keep a certain number of roll-off boxes for site use. We will have an estimate of the remaining container values for the 8/9/2017 meeting.

Follow-up: Approximate value of remaining 62 containers to be sold on public surplus auction site is \$30,000.

- *No objection to \$1/ton increase in solid waste tipping fee.*

Good – I'm glad you agree with the proposed \$1/ton solid waste tipping fee increase for 2018.

Discussion ensued amongst the SWMB.

7. Closed Session:

- a. Pursuant to Section, 19.85(1)(e), Wisconsin Statutes, at this point in the meeting the Board shall consider a motion to convene into closed session for the purposes of deliberating or negotiating the purchase of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session, in relationship to the 2017/2018 Tonnage & Revenue Report and 2018 Tipping Fees.

Motion made by K. Robl and seconded by J. Finch at 9:58 a.m. to convene into closed session. Motion carried 7-0 by roll call vote.

8. Return to Open Session to Resume Regular Business: Motion to return to open session at 10:35 a.m. made by D. Nelson and seconded by J. Finch. Motion carried 7-0 by roll call vote.

9. Discussion/Action – Consider Approval of 2018 Budget and Tipping Fees: J. Rabe explained the he would add \$1,000 to Commercial Travel to allow flexibility for training and attending conferences, along with minor edits to the Accomplishments/Goals & Objectives and Highlights sections.

Motion to approve the 2018 Budget with the discussed changes and increase the solid waste tipping fee by \$1.00/ton (\$43.00/ton gate rate) with no change to the signing municipality recycling tipping fee (remains at \$5.00/ton), made by J. Finch and seconded by K. Robl.
Motion carried 7-0.

10. Future Agenda Items: None.

11. Set Next Meeting Date: The next SWMB meeting date is scheduled for August 16, 2017 at 9:00 a.m.

12. Adjournment: Motion to adjourn made by J. Finch and seconded by S. Locke. Motion carried 7-0. Meeting was adjourned at 10:39 a.m.

Respectfully Submitted,

Cassie Stadtmueller
Administrative Associate

Approved by SWMB – August 16, 2017