

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

DATE: December 6, 2017

TIME: 9:00 a.m.

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

PRESENT: Ken Robl, Vice Chairman
Paul Eisen, Secretary
Mike Easker
Jerry Finch
Doug Nelson
Gerry Konrad
Susan Locke

EXCUSED: Pat O'Brien, Chairman
David Albrecht

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: K. Robl called the meeting to order at 9:00 a.m.
2. Approve Agenda: Motion to approve the December 6, 2017 agenda, made by J. Finch and seconded by S. Locke. Motion carried 7-0.
3. Public Comments on Agenda Items: None.
4. Announcements/Communications: J. Rabe asked the Solid Waste Management Board (SWMB) of their availability on January 3, 2018. The consensus of the SWMB members was to cancel the January 3, 2018 meeting.
5. Approval of Minutes – November 15, 2017 Open and Closed Session: Motion to approve the November 15, 2017 open and closed session minutes, made by J. Finch and seconded by G. Konrad. Motion carried 6-0. D. Nelson abstained.

6. Discussion/Action – Award Tandem Axle Chassis with Hooklift & Automatic Tarper: J. Rabe explained to the SWMB that the Tandem Axle Chassis with Hooklift & Automatic Tarper capital purchase will allow us to self-perform the pulls and unloads of our onsite rolloff boxes. J. Rabe explained to the SWMB that up until this point we have subcontracted with Van’s Waste to provide these services. J. Rabe further explained there is an increased need to empty these rolloff boxes more frequently with the site modifications at the Residential Drop-off area and with the compactors at the Transfer Station.

K. Pernsteiner explained that a Request for Proposals was prepared and five (5) proposals were received on November 28, 2017. K. Pernsteiner explained that the 2017 Budget amount for the rolloff box truck is \$250,000. K. Pernsteiner presented the five (5) proposals to the SWMB as follows:

Vendor	Lump Sum Price	Chassis- Yr/Make/Model	Hooklift- Yr/Make/Model	Tarper- Yr/Make/Model
QUALITY TRUCK CARE CENTER	\$ 163,047	2019 Western Star 4700SB	2018 Ampliroll AL160/1700-20	2018 Roll-Rite RR- AF-30
QUALITY TRUCK CARE CENTER	\$ 167,850	2019 Western Star 4700SB	2017-18 Stellar Slider 50	2017-18 Roll-Rite DC350
R.N.O.W.	\$ 163,029	2019 Western Star 4700SB	2018 Ampliroll AMP 160-232-22	2018 Roll-Rite DC400
R.N.O.W.	\$ 164,609	2019 Freightliner M2 112	2018 Ampliroll AMP 160-232-22	2018 Roll-Rite DC400
TRUCK COUNTRY	\$ 165,179	2019 Freightliner M2 112	2018 Ampliroll AL160/1700-20	2018 Roll-Rite RR- AF-30

SWMB Staff recommend purchasing the 2019 Western Star 4700SB option from R.N.O.W. for the lump sum price of \$163,029. SWMB Staff confirmed that warranty service on the chassis would be performed locally at Quality Truck Care Center.

Discussion ensued amongst the SWMB.

Motion made by D. Nelson and seconded by J. Finch, to approve the purchase of the 2019 Western Star 4700SB option from R.N.O.W. for \$163,029. Motion carried 7-0.

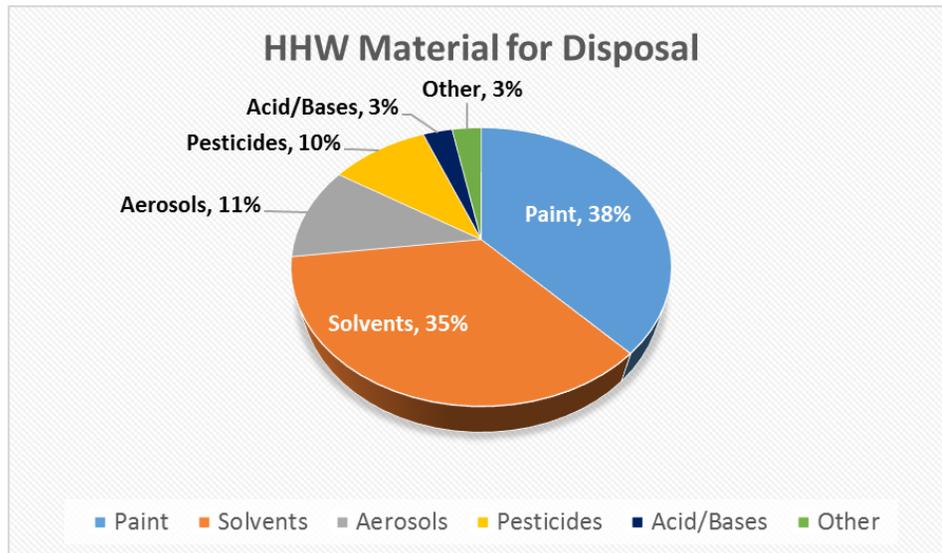
7. Discussion – 2017 Household Hazardous Waste program Report: K. Hutter presented the following 2017 Household Hazardous Waste (HHW) Program Report to the SWMB.

Summary

- Season: May 10 – October 28, open 9 a.m. – noon on select Wednesdays and Saturdays (23 total operational days)
- Operations: Staffing and disposal handled by Brown County Hazardous Material Recovery (BC HMR).

Program Statistics

- Users: 879 customers (up from 852 users in 2016)
- 6 Winnebago County (WC) customers direct to Brown County (BC) with 1,244 lbs.
- Total collected 42,587 lbs. (down from 45,481 lbs. in 2016)
- Average 48.45 lbs. per user (decrease from 2016, 53.38 lbs.)
- 5,222 lbs. of material made available to the public in the product exchange room; ~\$5,640 savings in disposal costs (decrease from 2016 - 5,739 lbs./\$6,083 savings)
- Material consisted of:



Participant Surveys

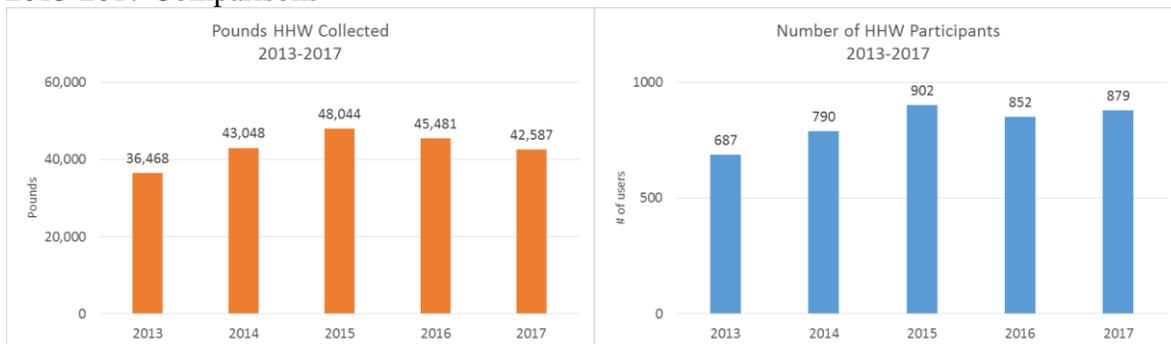
- Are the hours of operation convenient to you?
 - Yes - 94%, No - 6%; primarily more hours and later hours requested. One request for year round; one request for opening in April.
- What city or community did you travel from?
 - Oshkosh - 42%
 - Neenah - 28%
 - Menasha - 6%
 - Village/Town of Winneconne, Village of Fox Crossing - 4% each.
 - Town of Oshkosh, Town of Algoma - 3% each.
 - Town of Winchester, City/Town of Omro, Town of Clayton - 2% each.
 - All other locations - 4%.
- How did you hear about this program?
 - Return customer - 31%
 - Online/website - 18%
 - Flyer, Landfill/Recycling Office, Community Newsletter/Municipal Office - 13% each
 - Newspaper publication, print advertisement, friend/relative - 5% each
 - Other (i.e. Facebook, signs, unknown) - 2%
- Are you aware of the Product Exchange Room?
 - Yes - 55%, No - 45%

- Was there anything that you wanted to drop off here but couldn't? Responses = 82 – “yes”, 450 – “no”, 212 – no response.
 - Yes – latex paint – 43%
 - Yes – antifreeze – 19%
 - Yes – automotive batteries – 6%
 - Yes – bulbs – 12%
 - Yes – motor oil – 10%
 - Yes – other – 10% (appliances, e-waste, solid waste)

Per comment cards - some users weren't initially aware most of the additional materials could be taken across the street; others didn't want to pay for disposal.

Latex paint is not accepted because it can be disposed in the regular trash once it is dried out. Residents with latex paint are given instructions as to how to properly dispose of it. Disposal of latex paint through the HHW program is cost prohibitive; 2017 estimate for BC HMR to provide latex paint disposal at WC HHW is \$230-\$260 per cu. yd. box (~100 gallon size pails).

2013-2017 Comparisons



Budget

HHW Facility Costs - 2016 vs. 2017

	<u>2016</u>	<u>2017</u>
Disposal Costs	\$40,320	\$36,441
Advertising/Printing/Misc. Supplies	\$8,420	\$4,812
BC Labor	\$29,000	\$22,000
WC Labor	<u>\$15,319</u>	<u>\$20,134</u>
Total	\$93,059	\$83,387

Plans for 2018

- Operational schedule to cover the HHW facility's peak use months May – October, select Wednesdays & Saturdays, open 9 a.m. – noon (24 operational days).
- Continue to promote program and educational materials through website and Facebook to encourage participation and give instruction on how to dispose of materials that don't necessarily have to be handled through HHW.

Discussion ensued amongst the SWMB.

8. Discussion – Construction/Capital Project Updates: J. Rabe updated the SWMB on the Ken Robl Conservation Park (KRCP) Construction Project as follows:

- Work began on September 28, 2017 and substantial completion was reached on December 3, 2017
- Punchlist walk-through completed on December 1, 2017
- Remaining items for Advance Construction (Advance):
 - Portable toilet shelter: December 2017 installation
 - Fishing pier: January 2018 installation
 - Tree plantings: Spring 2018
- Cross Access Agreement signed/recorded - complete

J. Rabe updated the SWMB on the Snell Road Final Cover Repairs as follows:

- Riverview started repair work on October 17, 2017 and completed on November 8, 2017
- Actual cost was ~\$125,000 vs. estimate of ~\$138,000
- Foth Infrastructure & Environment (Foth) prepared/submitted a Notice of Noncompliance (NON) letter report to WI Department of Natural Resources (WDNR) on December 5, 2017; hope to be back in compliance by December 31, 2017

J. Rabe updated the SWMB on the Sludge Site Final Cover Project as follows:

- Substantial completion reached – holding \$50,000 in retainage to ensure that vegetation is fully established in Spring 2018
- Documentation report submitted to WDNR on October 20, 2017; hope to receive WDNR approval by December 31, 2017

J. Rabe updated the SWMB on the Residential Drop-off Area Modification Project as follows:

- Substantial completion reached – holding ~\$19,700 in retainage to ensure that vegetation is fully established in Spring 2018
- Waiting on as-built report from Foth (not submitted to WDNR)

J. Rabe reviewed the Capital Project Summary with the SWMB as follows:

<u>Completed:</u>	<u>Budget \$</u>	<u>Estimated Actual \$</u>	<u>Estimated Deviation \$</u>
Replacement Pickup Truck (LFG)	\$30,000	\$30,000	---
Residential Drop-Off Area Modifications	\$370,000	\$400,000	\$30,000
Replacement Pickup Truck (Landfill)	\$30,000	\$28,000	(\$2,000)
Video Camera System Upgrade	\$20,000	\$35,000	\$15,000
Replacement Skid Steer	\$60,000	\$50,000	(\$10,000)
Replacement Front End Loader	\$200,000	\$195,000	(\$5,000)
Roll-off Truck with Attachments	\$250,000	\$165,000	(\$85,000)
Ken Robl Conservation Park Construction	<u>\$1,150,000</u>	<u>\$1,025,000</u>	<u>(\$125,000)</u>
Subtotals	\$2,110,000	\$1,928,000	(\$182,000)

<u>To Be Carried Over to 2018</u>	<u>Amount \$</u>
SCADA System Upgrade	\$100,000
Snell Road Engines 2-3 Recloser	\$150,000
Site Modifications – Transfer Station	\$200,000
Landfill Office Renovations	\$150,000

Discussion ensued amongst the SWMB.

9. Future Agenda Items: None at this time.
10. Set Next Meeting Date: The next SWMB meeting date is scheduled for December 20, 2017 at 9:00 a.m.
11. Adjournment: Motion to adjourn made by J. Finch and seconded by S. Locke. Motion carried 7-0. Meeting was adjourned at 9:57 a.m.

Respectfully Submitted,

Cassie Stadtmueller
Administrative Associate

Approved by SWMB – December 20, 2017