

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

DATE: June 5, 2013

TIME: 9:00 a.m.

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

PRESENT: Pat O'Brien, Chairman
Paul Eisen, Secretary
Pat Brennand
Jerry Finch
Gerry Konrad
Doug Nelson

EXCUSED: Ken Robl, Vice Chairman
David Albrecht
Mike Easker

ALSO PRESENT: John Rabe, Director of Solid Waste
Kathy Hutter, Confidential Secretary
Kurt Pernsteiner, Facility Manager
Jennifer Semrau, Recycling Specialist
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 June 5, 2013 agenda, made by J. Finch and seconded by G. Konrad. Motion carried 6-0.
3. Public Comments on Agenda Items: None.
4. Announcement/Communications: J. Rabe informed the Solid Waste Management Board (SWMB) that at the May 21, 2013 Winnebago County (WC) Board Meeting Ken Robl, David Albrecht and Doug Nelson were reappointed to the SWMB for 3 year terms (effective April 19, 2013).
5. Approval of Minutes –May 15, 2013 Open Session: Motion to approve the May 15, 2013 open session minutes made by J. Finch and seconded by G. Konrad. Motion carried 6-0.
6. Discussion – Annual Election of Officers: Re-scheduled for discussion and action at the June 19, 2013 SWMB meeting.

7. Discussion - 2014 Budget Schedule: J. Rabe presented the SWMB with the tentative 2014 Budget Schedule. Budget kickoff started at the May 21, 2012 Department Head Meeting. Key dates for the SWMB are:
- New Position Requests due June 10, 2013
 - Mission/Program Descriptions due June 28, 2013
 - Accomplishments/Goals due June 28, 2013
 - IS Technology Requests due June 28, 2013
 - Capital Outlay Requests due June 28, 2013
 - SWMB Budget Workshops scheduled for the August 7, 2013 and August 21, 2013 SWMB Meetings. Budget packets will be mailed in advance of these workshops.
 - The Executive Budget Meeting for Solid Waste is expected to occur during the week of August 26 - 30, 2013.

Discussion ensued amongst the SWMB.

8. Discussion - Tri-County Single Stream Recycling (SSR) 2nd Shift Update: J. Rabe presented the Tri-County Single Stream Recycling 2nd Shift Update to the SWMB as follows:
- J. Rabe indicated that this topic was last discussed with the SWMB on February 6, 2013 and the SWMB supported contracting for the additional tonnage and 2nd shift expansion
 - Current BOW SSR tonnage is 53,000 tons per year (1 shift plus overtime)
 - BOW has agreed on price and terms for an additional 18,000 tons per year of SSR from Advanced Disposal Service (ADS). Also working on contracts with other non-BOW haulers (7,000 tons per year); combined total of 25,000 tons per year of new tonnage.
 - Outagamie County (OC) has run a pilot 2nd shift operation since October 2012
 - OC supply agreement with ADS is currently in technical and legal review
 - OC held meetings on May 28, 2013 to present Table of Organization changes and additional capital expenses for a permanent 2nd shift. Meetings included: Highway/Solid Waste Committee, Legislative/Audit/Human Resources Committee, and County Board (Special Orders)
 - This topic will be further discussed at future joint Highway/Solid Waste and Legislative/Audit/Human Resources meeting and will also be on the agenda for approval at the Outagamie County Board Meeting on June 25, 2013

Discussion ensued amongst the SWMB.

9. Discussion/Action – 2013 Retained Earnings Reservation: J. Rabe presented the revised 2013 Retained Earnings Reservation to the SWMB members. As discussed at the May 15, 2013 SWMB meeting, the following changes add a total of \$2.1 million to the fund goal:
- Decrease “Surplus for Future Solid Waste Transportation” from \$4.8 million to \$4.5 million
 - Increase “Research & Development Planning” from \$500,000 to \$800,000
 - Increase “Snell Road Landfill LTC > 20 years” from \$6.0 million to \$6.5 million
 - Increase “Sunnyview Landfill LTC > 40 years” from \$1.4 million to \$2.5 million
 - Add new line item entitled “Closed Landfill End Use/Beautification” with an initial fund goal of \$500,000

J. Rabe requested the SWMB to approve the following revised 2013 Retained Earnings Reservation:

<u>Description</u>	Fund Goal Authorized By SWMB <u>2012</u>	Fund Goal Proposed by SWMB <u>2013</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	500,000	500,000
Operational	100,000	100,000
Capital Outlay	500,000	500,000
Operational Cash Flow	1,500,000	1,500,000
Rate Stabilization – Solid Waste	---	---
Debt Service - Recycling	2,000,000	2,000,000
Surplus for Future Solid Waste Transportation	4,800,000	4,500,000
Research & Development Planning	500,000	800,000
Snell Road Landfill Long-Term Care >20 years	6,000,000	6,500,000
Sunnyview Landfill Long-Term Care >40 years	1,400,000	2,500,000
Landfill End Use/Beautification	---	500,000
Snell Road Landfill Preventative Maintenance	---	---
Sunnyview Landfill Preventative Maintenance	---	---
Total Reserved	\$19,000,000	\$21,100,000
Balance as of December 31	\$21,793,499	Est. ~\$21,100,000
Current Surplus (Deficit)	\$2,793,499	---

Motion made to approve the 2013 Retained Earnings Reservation as presented made by P. Brennand and seconded by G. Konrad. Motion carried 6-0.

10. Closed Session - Pursuant to 19.85(1)(e) and (g), Wisconsin Statutes for the purpose of deliberating or negotiating the purchase of public property, the investing of public funds, or conducting other specified business whenever competitive or bargaining reasons require a closed session; and for the purpose of conferring with legal counsel for the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved.

a. Fox Valley Energy Center – Disposal Agreement

Motion made by P. Brennand and seconded by G. Konrad at 9:45 a.m. to convene into closed session. Motion carried 6-0 by roll call vote.

11. Return to Open Session to Resume Regular Business: Motion to return to open session at 10:08 a.m. made by J. Finch and seconded by D. Nelson. Motion carried 5-0 by roll call vote.

12. Discussion/Action – Fox Valley Energy Center Update: No action taken at this time.
13. Future Agenda Items: Annual Election of Officers, Tri-County Single Stream Recycling 2nd Shift Update, FVEC Update and discussion of WC Solid Waste administrative employee bonus program options.
14. Set Next Meeting Date: The next SWMB meeting date will be June 19, 2013 at 9:00 a.m.
15. Adjournment: Motion to adjourn made by J. Finch and seconded by P. Brennand. Motion carried 6-0. Meeting was adjourned at 10:14 a.m.

Respectfully Submitted,

Kathryn Hutter
Confidential Secretary

Approved by SWMB – June 19, 2013