

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

DATE: August 15, 2012

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
Mike Easker
Jerry Finch
Gerry Konrad
Doug Nelson
Pat Brennand (9:00 a.m. – 11:02 a.m.)
David Albrecht (9:02 a.m. – 12:08 p.m.)

ALSO PRESENT: John Rabe, Director of Solid Waste
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 August 1, 2012 agenda, made by G. Konrad and seconded by J. Finch. Motion carried 9-0.
3. Public Comments on Agenda Items: None.
4. Announcement/Communications: J. Rabe informed the Solid Waste Management Board (SWMB) that the Sunnyview Landfill gas system is currently shut down today (for 4 to 6 hours) for installation of the new flare stack and 3rd blower. J. Rabe also informed the SWMB that there was an article in the *Green Bay Press Gazette* regarding Brown County seeking long-term agreements with their communities and a tiered solid waste tipping fee structure.
5. Approval of Minutes – August 1, 2012 Open and Closed Session: Motion to approve the August 1, 2012 open and closed session minutes, made by J. Finch and seconded by G. Konrad. Motion carried 9-0.
6. Discussion/Action – Authorization of Change Order #1 for Presumptive BACT Analysis: J. Rabe reminded the SWMB that back in January, the SWMB authorized participating in a Presumptive Best Available Control Technologies (BACT) Analysis with eight public/private partners

(organized by Wisconsin Counties Solid Waste Management Association) necessary for air permit compliance. The original consultant (Cornerstone and Foth) work scope and cost was \$19,750 with Winnebago County's (WC's) portion being \$2,478. In July, the WDNR requested additional work to further assess the technical feasibility of the options, and the additional consultant work scope and cost is \$8,300, with WC's portion being \$1,038.

Motion to authorize for Change Order #1 in the amount of \$1,038, made by J. Finch and seconded by G. Konrad. Motion carried 9-0.

7. Discussion/Action – 2012 Retained Earnings Reservation: The 2013 budget packets were mailed to the SWMB members, which included a revised Retained Earnings Reservation for 2012. J. Rabe highlighted fund goal change recommendations as follows:

- Decreasing “Remediation/Liability” to \$500,000 (from \$2,000,000), due to our \$20,000,000 pollution liability insurance policy with a \$500,000 deductible.
- Adding \$1,500,000 for “Operational Cash Flow”, per M. Easker recommendation
- Increasing “Debt Service-Recycling” to \$2,400,000 (from \$400,000)
- Increasing “Surplus for Future Solid Waste Transportation” to \$6,500,000 (from \$4,300,000)
- Removing funds of \$1,000,000 each from “Snell Road and Sunnyview Preventive Maintenance”, which will be covered under other long-term care fund goal items.
- Result of these proposed changes was an increase in the total fund goal recommendation to \$21,100,000 (December 31, 2011 balance is \$20,754,646)

Discussion ensued amongst the SWMB.

M. Easker asked what the December 31, 2012 retained earnings fund balance is projected to be. J. Rabe said the year end 2012 fund balance is projected to be closer to ~\$19,000,000, based on YTD performance.

Discussion ensued amongst the SWMB.

M. Easker recommended using this fund goal amount, and reducing “Rate Stabilization-Solid Waste” fund goal to \$4,800,000 and the “Debt Service-Recycling” fund goal to \$2,000,000. Essentially, making the 2012 total fund goal match the projected December 31, 2012 fund balance.

Motion to approve 2012 Retained Earnings Reservation as amended, made by P. Eisen and seconded by J. Finch. Motion carried 9-0.

8. Discussion – 2013 Budget Workshop: J. Rabe presented the SWMB with the revised draft 2012 budget as stated in the August 10, 2012 Memorandum as follows:

- Added note to Memorandum highlighting the \$6,900 increase in Interfund/Other Department Chargebacks.

- Added various items to the 2012 Accomplishments/2013 Goals and Objectives based on SWMB feedback from the last meeting.
- Recycling cost center budget was modified to adjust the projection of surplus commodity revenue rebated to the municipalities.

J. Rabe reminded the SWMB that the roll up Budget Detail contained in the budget packets still includes the Capital Outlay of \$1,132,000, and this will have to manually be backed out in the final version of the budget once approved. J. Rabe stated that the revised 2013 draft budget shows projected revenues of \$9,600,523; projected expenses of \$11,881,715; less Capital Outlay of \$1,132,000, yields a projected deficit of (\$1,149,192). This is based on no change to the solid waste or recycling tipping fees.

J. Rabe reviewed the pages contained in the budget packets with the SWMB as follows: Budget Narrative – Highlights, Significant Revenue Variances and Significant Expense Variances.

Discussion ensued amongst the SWMB.

J. Finch expressed concern about the hauling expenses projected for 2013 and future years and whether the SWMB would be better off to invest in infrastructure to self-haul. J. Rabe indicated this could be analyzed in the future, but we have just begun a six year contract with Kreilkamp Trucking with defined rates for 2013, with CPI/fuel surcharge adjustments.

J. Rabe then reviewed the other documents contained in the budget packets with the SWMB as follows: Travel & Conference Summary, Small Equipment Summary, Capital Outlay Summary and Engineering & Construction Summary, Program Budgets Summary, WDNR Escrow, Cash & Interest Summary

Discussion ensued amongst the SWMB.

9. 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 public 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. 2012/2013 Tonnage and Revenue Report
 - b. 2013 Budget Workshop – Tipping Fees
 - c. Inland Power Group – Engine/Generator #5 Warranty Claim

Motion made by J. Finch and seconded by D. Nelson at 10:29 a.m. to convene into closed session. Motion carried 9-0 by roll call vote.

10. Return to Open Session to Resume Regular Business: Motion to return to open session at 12:05 p.m. made by M. Easker and seconded by G. Konrad. Motion carried 8-0 by roll call vote.
11. Discussion/Action – Consider Approval of 2013 Budget and Tipping Fees: Motion to increase the solid waste tipping fee (regular rate and rebate rate) by \$2.00/ton for 2013, made by M.

Easker and seconded by D. Albrecht. Motion carried 8-0. Motion to approve the 2013 budget with modifications to reflect the increase to the solid waste tipping fee and modification to the recycling budget to adjust the projected municipal refund to achieve a balanced Recycling operational budget, made by M. Easker and seconded by G. Konrad. Motion carried 8-0.

12. Discussion/Action – Consider Settlement Authorization for Engine/Generator #5 Warranty Claim
No action taken by the SWMB.

13. Future Agenda Items: None.

14. Set Next Meeting Date: The next meeting date will be September 5, 2012 at 9:00 a.m.

15. Adjournment: Motion to adjourn made by M. Easker and seconded by G. Konrad. Motion carried 8-0. Meeting was adjourned at 12:08 p.m.

Respectfully Submitted,

Jennifer Semrau
Recycling Specialist

Approved by SWMB – September 5, 2012