

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

DATE: September 18, 2013

TIME: 9:00 a.m.

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

PRESENT: Ken Robl, Vice Chairman
Paul Eisen, Secretary (9:00 a.m. - 9:50 a.m.)
David Albrecht
Pat Brennand
Mike Easker
Jerry Finch
Gerry Konrad
Doug Nelson

EXCUSED: Pat O'Brien, Chairman

ALSO PRESENT: John Rabe, Director of Solid Waste
Kathy Hutter, Confidential Secretary
Kurt Pernsteiner, Facility Manager (9:00 a.m. - 9:50 a.m.)
Jennifer Semrau, Recycling Specialist (9:00 a.m. - 9:50 a.m.)
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 September 18, 2013 agenda, made by P. Brennand and seconded by J. Finch. Motion carried 8-0.
3. Public Comments on Agenda Items: None.
4. Announcement/Communications: J. Rabe notified the Solid Waste Management Board (SWMB) that the N.E.W. Zero Waste Coalition is hosting an upcoming public presentation on Sustainability and Zero Waste. Guest speaker Dr. Paul Connett will present "Zero Waste: Win! Win! Win!" Sessions will be held on Thursday, September 26, 2013, 12:00-1:30 p.m., UW-Fox Valley, 1478 Midway Rd., Menasha and 6:30-8:00 p.m., Fox Valley Unitarian Universalist Fellowship, 2600 Philip Ln., Appleton. Both sessions are free and open to the public.

J. Semrau announced the results from the Signing Municipality Recycling Surplus Revenue Ballot for 2012 Funds. All 15 Signing Municipalities returned ballots resulting in 94.21% of the population voting to have Winnebago County maintain \$160,614 of the surplus recycling

revenue to avoid a 2012 SWMB recycling cost center deficit. The SWMB will rebate \$194,445 to the Signing Municipalities based on the Municipality's actual tonnage processed and sold for 2012. A minimum of 70% of the Signing Municipalities total population was needed to adjust funds in the Signing Municipality Recycling Agreement.

P. Brennand asked if J. Rabe has had contact with Kreilkamp Trucking (Kreilkamp) in reference to recent truck damage claims filed with the County Clerk. J. Rabe stated that he has had communication with Kreilkamp regarding this issue. Kreilkamp drivers are required to file damage reports with SWMB staff before leaving the transfer station in order to be considered as a damage claim.

5. Approval of Minutes – August 21, 2013 Open and Closed Session: Motion to approve the August 21, 2013 open and closed session minutes with one correction to the closed session minutes made by J. Finch and seconded by P. Eisen. Motion carried 8-0.

7. Discussion/Action – Final Cover Construction Project Update: J. Rabe presented the Final Cover Construction Project Update to the SWMB as follows:
 - RelyCo progressing with final cover construction project. Original contract times indicate Substantial Completion by September 20, 2013 and Final Completion by September 27, 2013.
 - RelyCo pushing to get project done but will not meet current contract times; decision has been made to extend contract times by 14 calendar days to allow time for proper construction/coordination - Substantial Completion by October 4, 2013; Final Completion by October 11, 2013.
 - Rooting zone should be completed on September 18, 2013
 - Landfill gas (LFG) piping should be completed by September 27, 2013
 - Topsoil should be completed by September 27, 2013
 - Seeding, access road and restoration should be completed by October 4, 2013
 - Substantial Completion walkthrough is scheduled for October 4, 2013 to develop punchlist for Final Completion by October 11, 2013
 - Current Contract Amount = \$4,165,449
 - August 21, 2013 update to the SWMB discussed a possible net deduct based on the current list of change order items; however current unit price items (LFG piping, diversion berms, seeding, etc.) will likely exceed plan quantities; will have to wait until all unit price items are compiled to determine final Change Order amount and final Contract amount.
 - Four (4) pay requests have been processed to date = \$2,671,795 (Retainage = \$140,621)

Discussion ensued amongst the SWMB members.

6. Discussion/Action - 2012 SWMB Annual Report: J. Rabe presented the 2012 SWMB Annual Report to the SWMB members. J. Rabe reviewed the activities from 2012 and advised he would include two additions to the Landfill Gas Recovery/Utilization page: improvements to the blower/flare system at Snell Road Landfill and installation of a new flare stack and blower at Sunnyview Landfill.

D. Albrecht suggested adjusting the Table of Organization to reflect staffing changes from 2011 to 2012 and a total staff count.

Discussion ensued amongst the SWMB members.

Motion to approve the 2012 SWMB Annual Report with discussed changes made be J. Finch and seconded by M. Easker. Motion carried 8-0.

8. Discussion – Landfill Gas Operation Update: J. Rabe updated the SWMB on the landfill gas operations as follows:

| Landfill Gas Operations – September 17, 2013 | | |
|--|--|--|
| Engine #1 | OFF | Decoke complete; setting emissions on September 17, 2013 |
| Engine #2 | Running at 987 KW | |
| Engine #3 | Running at 987 KW | |
| Engine #4 | Running at 1060 KW | |
| Engine #5 | Running at 1400 KW | Evidence of knocking beginning |
| Sunnyview Compressor | Compressor A running at 84%. Pipeline outflow 1350 scfm. | |
| Sunnyview Flare | Flare – On; Flow – 535 scfm; Vacuum = -50’’ wc; Blowers at 71% | |
| Sunnyview Gas Field | CH4 = 57.7% O2 = 0.1% | |
| Snell Rd Flare | Flare – On; Flow – 175 scfm; Vacuum = -19.5’’ wc Blower at 70% | |
| Snell Rd Gas Field | CH4 = 32.1% O2 = 3.9% | |

J. Rabe updated the SWMB on WPS revenues, site odors and projects as follows:

- Odors – continue around the site, but should improve once final cover LFG piping is completed; hope to have more of the new LFG system connected by the end of next week.
- WPS Revenues – \$226,847 in August 2013 (due to reduced gas flows from cover construction and decoking engines 1, 2 & 3); still on target to reach ~\$3.0 million in revenues for 2013.
- Q3 SEM – scheduled for week of September 23, 2013 (New WDNR Air Engineer has been assigned to the site).
- Siloxane Removal System – Foth continuing to evaluate options.
- Gas Migration at Snell Road – methane levels at GMB-13 remain >5% (in City watermain backfill) but is not migrating off-site; considering options for remediation – WDNR has been notified; plan to test flare bypass the week of September 30, 2013 (eliminate condensate blockage issue) to allow higher vacuum operations; may need to connect passive cutoff trench to the vacuum system to better control gas migration.

Discussion ensued amongst the SWMB members.

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. Fox Valley Energy Center Disposal Agreement

Motion made by P. Brennand and seconded by G. Konrad at 9:50 a.m. to convene into closed session. Motion carried 7-0 by roll call vote.

10. Return to Open Session to Resume Regular Business: Motion to return to open session at 10:00 a.m. made by P. Brennand and seconded by M. Easker. Motion carried 7-0 by roll call vote.

11. Discussion/Action – Fox Valley Energy Center Disposal Agreement: No action taken at this time.

12. Future Agenda Items: None.

13. Set Next Meeting Date: The next SWMB meeting date will be Tuesday, October 1, 2013 at 9:00 a.m.

14. Adjournment: Motion to adjourn made by J. Finch and seconded by G. Konrad. Motion carried 7-0. Meeting was adjourned at 10:02 a.m.

Respectfully Submitted,

Kathryn Hutter
Confidential Secretary

Approved by SWMB – October 1, 2013