



Winnebago County

The Wave of the Future

**SOLID WASTE MANAGEMENT BOARD MEETING MINUTES
WEDNESDAY, JANUARY 7, 2026**

A. Call to Order

Chair Doug Nelson called the meeting to order at 10:01 a.m.

Members Present: Monica Duebbert (10:06 a.m. - 1:27 p.m.), Mike Easker (10:01 a.m. - 12:28 p.m.), Frank Frassetto (10:01 a.m. - 1:09 p.m.), Kevin Konrad, Howard Miller, Doug Nelson, Tim Paterson, Jeremy Thull, Jim Wise.

Also Present at the Meeting:

Kathy Hutter, Director of Solid Waste

Tyler Esslinger, Business Manager

Cassie Stadtmueller, Operations Manager

Ryan Bieber, Environmental Compliance Manager

Mary-Anne Mueller, Corporation Counsel (10:01 a.m. - 1:08 p.m.)

Chris Anderson, Foth Infrastructure & Environment (10:06 a.m. - 10:55 a.m.)

Bob Meller, Foth Infrastructure & Environment (10:01 a.m. - 12:33 p.m.)

Tiana Carlson, Assistant Corporation Counsel (10:01 a.m. - 1:08 p.m.)

Sara Beine, Foth Infrastructure & Environment (10:01 a.m. - 12:33 p.m.)

Gordon Hintz, County Executive (10:01 a.m. - 12:33 p.m.)

B. Public Comments within the Jurisdiction of the Board

None.

C. Communications Shared by Board Members

M.Easker requested brief introductions to familiarize the Solid Waste Management Board (SWMB) with new faces present.

D. Approval of Minutes

1. Approval of the December 17, 2025 Open Session Meeting Minutes

Motion by J.Wise, seconded by K.Konrad to Approval of the December 17, 2025 Open Session Meeting Minutes. Passed. Yes 8, No 0, Abstained 0.

E. Business Items

Action may be taken on any business items.

1. Landfill Siting Study - Update

K. Hutter informed the SWMB that S. Beine and B. Meller from Foth were in attendance to present on the Landfill Siting Study in Closed Session. She further explained that this topic was last discussed at the April 2, 2025 SWMB Open & Closed Session Meetings. From April 2025 to present, Solid Waste Staff continued to work with Foth Infrastructure & Environment, LLC to complete follow-up steps for the Landfill Siting Study as discussed in Closed Session. Solid Waste Staff also created and presented budgetary estimates for additional Landfill Siting steps for years 2026 (operational budget) and 2026-2030 Capital Improvement Project (CIP) planning. The 2026 operational funds and the CIP were approved by the SWMB on July 2, 2025 and by the County Board of Supervisors on October 27, 2025.

K. Hutter asked if the SWMB had any questions or comments before discussing the Landfill Siting Study in Closed Session. No comments by the SWMB.

S. Beine introduced herself as the Client Director for Foth Engineering, recently taking on the role from C. Anderson. She informed the SWMB that B. Meller is the project Geologist on the Landfill Siting Study. Stating that C. Anderson is the Lead Technical Engineer on the Landfill Gas Project and is attending via TEAMS to answer any technical questions the SWMB may have.

2. Landfill Gas Equipment Replacement Project Status

R. Bieber presented photos and updated the Solid Waste Management Board (SWMB) with an update on developments since the December 17, 2025, meeting.

M. Easker inquired how information about issues is communicated between parties.

R. Bieber stated that Solid Waste communicates through Perennial as a customer. Perennial then communicates relevant information to Lonestar, their subcontractor.

R. Bieber explained that the Gas Conditioning Skid (GCS) Blower #301 had critical bearing failure during the first week of December. To address this, Perennial and August Winter worked to disconnect the motor and remove it from the skid, so the blower bearings could be accessed. Lonestar removed the blower hub, bearing shaft and lock nut. Lonestar's technician found that multiple parts were seized, including the lock nut washer, the bearings, the bearing cage, the outer race housing and inner race. The seized parts were physically pried, heated, cut, broken and chipped off of the shaft. After several attempts to remove the inner race, which seemed to be welded to the shaft, the Lonestar technician worked on cutting it from the shaft. After a few hours of cutting, the inner race could still not be removed without damaging the shaft. Lonestar's technician stopped work and consulted with Lonestar's team. Lonestar decided that GCS Blower #301 needed to be removed and returned to their facility for overhaul.

M. Duebbert asked for clarification on which party damaged the shaft on blower #301 trying to disassemble the bearings.

R. Bieber stated that Lonestar was lead on the troubleshooting.

R. Bieber informed the SWMB that both blowers have been shipped to Lonestar's facility in Texas for further diagnosis and repair.

F. Frassetto asked how common a Centrifical Blower System is in the industry.

S. Beine replied that Solid Waste and Foth agreed to specifically request a Centrifical Blower System in the Request for Proposal (RFP).

F. Frassetto questioned why the previous administration required a system not traditionally implemented.

C. Anderson explained that the RFP only specified the technical "specs". A bidder did submit a proposal utilizing a Positive Displacement System, but it was not selected.

Discussion ensued amongst the SWMB.

R. Bieber continued with another set of photos to update the SWMB on new mechanical concerns that were observed by the Solid Waste Mechanical Technician on January 6, 2026, with the Gas Handling Skid (GHS). GHS Blower 301 started making unusual sounds. When County personnel removed a bearing housing cover, an unusually dark bearing grease and burned odor was noted. County personnel checked the bearings on the GHS Blower 302 to

compare grease condition, and observed a grayish substance in the drive-end grease.

S. Beine clarified for the SWMB that the GHS is required and was due to be updated. She explained that roughly every 10 years the system needs to be upgraded to meet the demands of gas flow as it decreases over time.

C. Anderson stated that the existing flare needs a minimum of 350 cubic feet per minute (CFM) to run and within the next couple of years, the landfill will be at or below that mark.

Discussion ensued amongst the SWMB.

F. Closed Session

Pursuant to Section 19.85, Wisconsin Statutes, at this point in the meeting, the Board shall consider a motion to convene into closed session for the purposes of: (1)(e), Deliberating or negotiating the purchasing 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 Item 1, and (1)(g) 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, in relationship to Item 2.

Motion by M. Duebbert, seconded by M. Easker at 10:55 a.m. to convene into closed session. Motion carried by 9-0 roll call vote.

1. Landfill Siting Study - Update
2. Landfill Gas Equipment Replacement Project Status

G. Return to Open Session to Resume Regular Business

Roll-call vote to be conducted to return to Open Session.

Motion by M. Duebbert, seconded by H. Miller at 1:08 p.m. to Return to Open Session to Resume Regular Business. Motion carried 8-0 by roll call vote.

1. Landfill Siting Study - Update
Discussion ensued amongst the SWMB. No action taken at this time. The topic will be added to Open Session on February 4, 2026, for a work summary and SWMB concurrence.
2. Landfill Gas Equipment Replacement Project Status
Motion by T. Paterson, seconded by J. Wise to have Winnebago County legal counsel communicate with Perennial on next steps for the Landfill Gas Equipment Replacement Project. Passed. Yes 6, No 0, Abstained 0. J. Thull not present for vote.
3. Solid Waste Department Budgetary Carryovers
K. Hutter informed the SWMB of the various carryovers from the 2025 budget.

Motion by H. Miller, seconded by M. Duebbert to approve Solid Waste Department Budgetary Carryovers. Passed. Yes 7, No 0, Abstained 0.
4. Support of Battery Stewardship Bill SB 702 / AB 713
K. Hutter informed the SWMB of the Battery Stewardship Bill SB 702/ AB 713, which proposes a Stewardship Program for rechargeable batteries.

K. Hutter stated that the Solid Waste Department currently accepts household-sourced rechargeable batteries from Winnebago County Residents at no charge. The Department's battery recycling vendor costs are currently offset by Department Revenues or Solid Waste Fund.

D. Nelson questioned if the Bill's outcome would reimburse Solid Waste for what the Department is spending on battery disposal.

K. Hutter stated it would either reimburse or provide a no-cost solution for recycling batteries.

Motion by T. Paterson, seconded by J. Wise to Support of Battery Stewardship Bill SB 702 / AB 713. Passed. Yes 7, No 0, Abstained 0.

H. Director's Report

1.

- BOW Partner Landfill Operations
- Snell Road Landfill Remediation & Redevelopment (R&R) Program Update
- Solid Waste Personnel Update

BOW Partner Landfill Operations

K. Hutter informed the SWMB that as of late-December, Outagamie County's Northeast Landfill was nearing the end of its final fill elevation. Winnebago temporarily switched transfer station loads to go to Brown County South Landfill for the last week of December 2025 and switched back to hauling to the new cell at Outagamie County's Northwest Landfill in early January 2026.

Snell Road Landfill Remediation & Redevelopment (R&R) Program Update

K. Hutter updated the SWMB that the Work Plan for Addendum Number 2 was uploaded to Wisconsin Department of Natural Resources (WDNR) R&R Program site on Friday, December 19, 2025. The \$700 review fee was mailed on January 6, 2026. Solid Waste Administration anticipates an approval or response to proceed will be received from WDNR within 30-days. Field investigation can start as early as February 2026. New groundwater monitoring well installation will likely go out for 1st quarter 2026.

Solid Waste Personnel Update

K. Hutter provided a personnel update, stating that Richard Cegielski was recruited for the Solid Waste Associate position starting January 5, 2026. The Solid Waste Associate is responsible for daily tasks to package/load universal wastes/recyclables, litter management, plowing parking lots, mowing lawn and filling in as a third scale operator. Richard is filling the position of Peyton Schmitz, who was promoted from Solid Waste Associate to Equipment Operator I in early-November, 2025.

Motion by H. Miller, seconded by M. Duebbert to Approve the Directors Report. Passed. Yes 7, No 0, Abstained 0.

I. Items for Next Agenda

Suggestions from committee members for items to be addressed on a future agenda

J. Next Meeting Date

The next SWMB Meeting is February 4, 2026 at 10:00 a.m.

K. Adjourn

Motion by T. Paterson, seconded by M. Duebbert to Adjourn. Passed. Yes 7, No 0, Abstained 0.

Respectfully Submitted,

Tyler Esslinger
Business Manager

Approved by the SWMB - February 4, 2026

[MIN FOOT]