



Winnebago County

The Wave of the Future

**SOLID WASTE MANAGEMENT BOARD MEETING MINUTES
WEDNESDAY, MARCH 4, 2026**

A. Call to Order

Chair Doug Nelson called the meeting to order at 10:00 AM.

Members Present: Mike Easker, Frank Frassetto, Kevin Konrad, Howard Miller, Doug Nelson, Tim Paterson, Jeremy Thull, Jim Wise. Excused: Monica Duebbert.

Also Present at the Meeting:

Kathy Hutter, Director of Solid Waste

Tyler Esslinger, Business Manager

Cassie Stadtmueller, Operations Manager

Kelly Reyer, Education and Outreach Specialist (11:21 a.m.- 11:38 a.m.)

Gregory Parins, Outagamie County Director of Recycling and Solid Waste (10:01a.m. - 11:08 a.m.)

Alex Pantzlaff, Outagamie County Recycling Superintendent (10:01 a.m. - 11:08a.m.)

B. Public Comments within the Jurisdiction of the Board

None.

C. Communications Shared by Board Members

None.

D. Approval of Minutes

1. Approval of the February 4, 2026 Open Session Meeting Minutes.

Motion by T. Paterson, seconded by K. Konrad to Approve the February 4, 2026 Open Session Meeting Minutes. Passed. Yes 7, No 0, Abstained 1.

E. Business Items

Action may be taken on any business items.

1. Tri-County Recycling Financials and Business Strategy

G. Parins and A. Pantzlaff began by introducing themselves to the Solid Waste Management Board (SWMB).

C. Stadtmueller gave the SWMB a background on the events leading up to the Closed Session meeting to discuss the Tri- County Recycling Financials and Business Strategy.

- *July 2, 2025, SWMB Meeting, Brown, Outagamie and Winnebago (BOW) strategy and financials for the Tri-County Recycling Facility were presented to the SWMB in closed session.*

- August 6, 2025, SWMB meeting, T. Paterson asked Solid Waste Staff for further information about the Tri-County Recycling Facility's purchased service expenses, which have shown a significant increase in recent years.
- August 11, 2025, K. Hutter and C. Stadtmueller met with Mike Konecny, financial consultant for BOW, and discussed Winnebago County financials and BOW processes.
- On October 9, 2025, Solid Waste personnel met with Brown and Outagamie partners to discuss the Tri-County Recycling Facility operations, expenses, tonnage and pricing structure, along with any suggestions that Mike Konecny, CPA, had upon his review of the financial state of the Tri-County Single Stream Recycling Program and partner concerns.
- November 5, 2025, SWMB meeting, T. Paterson asked Solid Waste Staff for further information on the actual Tri-County Recycling Facility costs and an explanation of the increase in purchased services.
- In November, December and January the Recycling Administrative Team continued program discussions, gathered MRF performance data, and developed potential options for the Tri-County Recycling Partnership.
- On January 27, 2026, BOW Directors met to discuss MRF and transferring county operations, tonnages and potential strategies and options to address Tri-County Recycling program shortfalls.

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 purpose 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 Tri-County Recycling Financials and Business Strategy.

Motion by T. Paterson, seconded by F. Frassetto at 10:07 a.m. to convene into Closed Session. Motion carried by 8-0 roll call vote.

1. Tri-County Recycling Financials and Business Strategy

G. Return to Open Session to Resume Regular Business

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

Motion by M. Easker, seconded by T. Paterson at 11:07a.m. to Return to Open Session to Resume Regular Business. Motion carried by 8-0 roll call vote.

1. Tri-County Recycling Financials and Business Strategy
No discussion or action by the SWMB.

2. Landfill Gas Equipment Replacement Project Status

K. Hutter presented the Project progress from February 4, 2026–February 20, 2026, as follows:

- Perennial sent a technician to the site on February 5, 2026, to evaluate bearing noises on Skid #1 blowers, the Gas Handling Skid. The technician replaced bearings on both blowers, completed realignment and gave the go-ahead to run the skid again. Winnebago County planned to continue to run the skid and flare when weather conditions were optimal and when the County's Mechanical Technician was on site to perform start-up, shutdown and to evaluate further issues.
- County personnel ran skid #1 and the Perennial flare intermittently through February 2026, with no further noise or vibration issues to report. Grease condition will be evaluated at a later date.
- Perennial updated the project team with an estimated completion date for Skid #2 blowers, the Gas Conditioning Skid, which were shipped to Lone Star's facility in

Texas for testing and refurbishment in December 2025. Lone Star provided the team with an updated timeframe for Blower 301 shaft replacement completion of February 24, 2026.

K. Hutter noted that the Skid #2 blowers were delivered March 3, 2026.

- Project progress meetings were held throughout the month, based on staff availability. No notable activity has occurred to date. The primary topics of discussion have been focused on obtaining supporting inspection and quality assurance documents for the motors and troubleshooting the drain trap vent lines in Skid #2.*
- Work is expected to pick-up during the first week of March 2026, upon delivery of skid #2 equipment.*

D. Nelson sought clarification that Blower #1 did not have the shaft replaced. It was noted that corrosion-related pitting on the shaft, previously presented by R. Bieber at the February 4, 2026 SWMB meeting, is the reason staff have been monitoring the grease around the bearings.

K. Hutter stated that was correct.

K. Hutter updated the SWMB on recent developments not included in the Agenda Packet as follows:

- August Winter & Sons unloaded and placed the equipment. Perennial was on site to do the connections and testing. As of the afternoon of March 3, 2026, a gas leak was discovered in Skid #2 Blower 301. This is the reconditioned blower that had the shaft replaced in Houston, TX. Perennial stated the blower passed inspection and the bubble test and showed no concerning gas leaks.*
- Solid Waste Administration notified Perennial, who notified Lonestar.*

K. Hutter informed the SWMB that she instructed R. Bieber to coordinate a gas quantification test to determine if there was an unusual amount of gas leaking from the reconditioned blower.

- Upon delivery, it was discovered there was a bolt snapped off in one of the coupling units on Skid #2 Blower 302. Staff is still evaluating options to resolve the issue.*
- August Winter will be installing scavenge lines where the gas vents from the Skid #2 blowers around the carbon rings. Per Lonestar, it is normal to have gas vent from oil-lubricated bearings. The additional scavenge lines will collect gas venting from the oil lubricated bearings when the blowers are not running.*
- The condensate line on Blower #2 had a vapor lock. Perennial determined the best course of action to resolve the issue was an additional scavenge line.*

Discussion ensued amongst the SWMB.

H. Director's Report

1.

- RFB/P/Qs
- Snell Road Landfill Remediation & Redevelopment Program Update
- KRCP WDNR Fisheries Information Sheet
- Winnebago County Represented at WIRMC
- Miscellaneous

K. Hutter presented the Director's Report to the SWMB as follows:

RFB/P/Qs

- *The Landfill Leachate Pre-Treatment Facility & Options Analysis Request for Proposal (RFP-19-0-2026/SS) was published on DemandStar on February 16, 2026. There are currently three firms interested, with a fourth potentially interested through networking at the Wisconsin Integrated Resource Management Conference.*

Snell Road Landfill Remediation & Redevelopment Program Update

Wisconsin Department of Natural Resources (WDNR) approved the county's work plan for Addendum #2, on February 17, 2026, as follows:

- *Winnebago County proposed emerging contaminant sampling in an expanded list of monitoring wells, totaling 15 wells. WDNR requested adding 3 more wells to the list for emerging contaminant sampling, for a total of 18 wells.*
- *Winnebago County proposed an additional round of sub-slab vapor sampling in the Snell Landfill shop building, using a short-term method (30-minutes). WDNR requested using a passive sampling method during winter months, which could take several days to collect the samples. Shop use would likely need to be minimized during this period to avoid contamination of samples. Utility locates and drawing updates have also been requested by WDNR for the Snell Landfill shop building.*
- *Winnebago County proposed installation of up to 5 monitoring wells off-site and installation of up to 2 monitoring well nests on-site to better define the extent of contamination. WDNR had no additional requests for this plan. The County will work with Foth to plan well design, well location, contact landowners for right-of-way access requests, and County staff will follow purchasing requirements to move forward with monitoring well installation in 2026. Additional rounds of groundwater testing will ensue upon completion of well installation.*
- *Upon completion of the required testing and construction, Winnebago County will work with Foth to complete a follow-up Supplemental Site Investigation Report to submit to WDNR. This work will likely occur in late-2026 to early-2027. WDNR may request additional data or a Remedial Actions and Options Report (RAOR) upon review of the future Supplemental Site Investigation Report.*

KRCP WDNR Fisheries Information Sheet

K. Hutter informed the SWMB that the WDNR submitted a Fisheries Information Sheet to Winnebago County Parks Department staff, to formalize the WDNR fish study findings from June 5, 2025. A copy of the Fish Study is included in the SWMB Agenda Item Packet.

Winnebago County Represented at WIRMC

Winnebago County Solid Waste staff presented three topics at the Wisconsin Integrated Resource Management Conference (WIRMC), held at the Osthoff Resort, February 25-27, 2026.

Kelly Reyer, Solid Waste Education & Outreach Specialist and her counterpart from Outagamie County, Jordan Hiller presented two workshops:

- *Building Master Recyclers: Engaging Communities Through Education and Volunteerism.*
- *Simple Lessons, Lasting Impact: The ABCs of Recycling Right.*

Kathy Hutter presented a technical session with Sara Beine, Foth Infrastructure & Environment:

- *Chasing Chlorides: A Historic Landfill Needing Hands-on Long-Term Care, to tell the story of Snell Road Landfill and efforts made by Winnebago County to address groundwater contamination from the early 1990s to present.*

C. Stadtmueller announced that both the Tri-County Recycling Partnership and our own Kelly Reyer were recognized by Associated Recyclers of Wisconsin (AROW) group for awards in Outstanding Achievement in Education.

Tri - County Recycling Partnership was recognized for their development of the Master Recyclers Program.

Kelly Reyer received the AROW award for Outstanding Achievement in Education for the development of the ABCs of Recycling Right Book.

D. Nelson asked if there were any other counties utilizing a Master Recyclers Program.

K. Reyer stated there was at least one other program in the state, but has not heard anything recently about ongoing programs. She went on to explain that the Winnebago County Recycle Right 101 course recently held on Jan 28, 2026, still showed a lot of interest with 51 attendees. Recycle Right 201 courses are already being scheduled in April and May of this year.

Miscellaneous

K. Hutter informed the SWMB that Peyton Schmitz, Solid Waste Equipment Operator I graduated from Fox Valley Technical College with a Technical Diploma in Truck Driving. With this diploma and successful test out, Peyton has received his Commercial Driver's License (CDL-A, B, C). The Solid Waste Department sponsored Peyton for this certification. In return, Peyton has agreed to work for the Solid Waste Department as an Equipment Operator II for two years.

K. Hutter further stated the Solid Waste Department started offering this sponsorship program in 2023 after working with HR to find solutions to recruit qualified Equipment Operators.

M. Easker asked how much the program costs the Solid Waste Department.

C. Stadtmueller stated \$2,000 for an 8 week program through Fox Valley Technical College.

K. Hutter reminded the SWMB that on November 21, 2025, the Solid Waste Department applied for the release of our Long Term Care Funds. The WDNR sent the approval letter on February 25, 2026. Winnebago County Finance immediately followed up with a letter asking for the release of Solid Waste long-term care funds from U.S. Bank. The process could take a few weeks.

I. Items for Next Agenda

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

J. Next Meeting Date

The next Solid Waste Management Board Meeting is Wednesday, April 1, 2026 at 10:00 a.m.

K. Adjourn

Motion by K. Konrad, seconded by J. Wise to Adjourn at 11:38 a.m. Passed. Yes 8, No 0, Abstained 0.

Respectfully submitted,

*Tyler Esslinger
Business Manager*

Approved by the SWMB - April 1, 2026.

[MIN_FOOT]