



Winnebago County

*The Wave of the Future*

**SOLID WASTE MANAGEMENT BOARD MEETING MINUTES  
WEDNESDAY, JUNE 3, 2026**

**A. Call to Order**

*Chair Doug Nelson called the meeting to order at 10:07 a.m.*

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

*Also Present at the Meeting:*

*Kathy Hutter, Director of Solid Waste*

*Tyler Esslinger, Business Manager*

*Gordon Hintz, County Executive*

*Ryan Bieber, Environmental Compliance Manager*

**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 May 6, 2026 Open Session Meeting Minutes

*Motion by T. Paterson, seconded by M. Easker to Approve the May 6, 2026 Open Session Meeting Minutes, Passed. Yes 8, No 0, Abstained 0.*

**E. Business Items**

*Action may be taken on any business items.*

1. Review 2025 Solid Waste Department Annual Report

*K. Hutter presented the 2025 Annual Report to the Solid Waste Management Board(SWMB).*

*K. Hutter reviewed the 2025 program results contained within the Annual Report.*

*K. Hutter stated that the Winnebago County Solid Waste Management Fund 2025 Financial Report, included in the Annual Report, is incomplete. The numbers will be updated and presented to the SWMB when the official documentation is received from Finance.*

*Discussion ensued amongst the SWMB.*

2. Proposed 2027-2031 Solid Waste Department Strategic Capital Planning

*K. Hutter presented the Proposed 2027-2031 Solid Waste Department Strategic Capital Planning to the SWMB.*

*K. Hutter explained the document was previously known as the Solid Waste Fund*

*Reservation & Planning Goals. In August 2025, the SWMB approved the new format and document title to reflect the projects and efforts associated with the Solid Waste Department's work to document Strategic Capital Planning for long-term care needs and department programs that will likely require Capital Improvement Plan funding in future years.*

*K. Hutter summarized significant projects and funds to be proposed with the Department's 2027 Capital Improvement Projects.*

*G. Hintz explained that after discussion with Mike Edler and K. Hutter, it was determined that the best location for the new Transfer Station would be next to the existing structure. This fits with the County's overall Capital Strategic Plan.*

*K. Hutter explained that keeping the new Transfer Station on the Solid Waste grounds makes sense for staffing, scale operations, and is the most convenient option for our municipalities and the general public that utilize Department services.*

*K. Hutter explained that in 2028, Solid Waste has the opportunity to enhance the existing Transfer Station to not only provide storage for equipment but provide the infrastructure needed for additional resource recovery programs.*

*F. Frassetto inquired whether having a new Transfer Station located at the current site would impact the operations of a potential new landfill site.*

*K. Hutter stated that she does not foresee that being an issue, it will be an enhancement of business and what services the Department offers. Other counties, such as Brown County, run a similar model, giving residents and businesses the option to either utilize the Landfill or the Transfer Station at another site.*

*Discussion ensued amongst the SWMB.*

**3. Landfill Gas Equipment Replacement Project Status**

*K. Hutter updated the SWMB on the current status of the Landfill Gas Equipment Replacement Project.*

*K. Hutter reminded the Board that in May, they approved contracting with a third party consultant to produce a report regarding the functionality of the Landfill Gas Handling and Conditioning System. Tetra-Tech was the Third Party consultant selected, and the contract is in the final stages.*

*M. Easker asked if the quote fell within the cost parameters set by the Board.*

*K. Hutter stated that it did.*

*K. Hutter informed the Board that the Department Mechanical Technician, Clint, inspected the grease from the Gas Handling Skid unit #1 blowers and found orange discoloration. Environmental Compliance Manager Ryan Bieber sent the samples to a third party for testing. Perennial was informed of the discoloration. Perennial stated the discoloration was due to landfill gas and was expected in the service life of the grease.*

*D. Nelson questioned if we have seen this discoloration in the past with the original equipment.*

*R. Bieber stated that this was not an issue with the old blowers.*

*Discussion ensued amongst the SWMB.*

**F. Director's Report**

1.

- Snell Road Landfill Remediation & Redevelopment Program Update
- WDNR Authorizes Release of Escrow Account Funds

*K. Hutter informed the Board that the additional wells requested by the Wisconsin Department of Natural Resources (WDNR) have been installed and developed for groundwater testing. First-round results will be reported to WDNR; multiple sampling rounds will likely be required before a remediation plan is approved. Planning for the 2026 Horizontal Groundwater Extraction System abandonment project continues; WDNR has requested additional construction and restoration details regarding equipment removal, pipe grouting, and re-establishment of the landfill cap and cover.*

*D. Nelson inquired if any of the new wells were on private property.*

*K. Hutter stated some of the wells were within the State, City, or Town right of ways; none were on private property.*

*K. Hutter informed the Board that the WDNR authorized the release of the Solid Waste Departments Escrow account funds. As of the end of 2025, they were managed by U.S. Bank; the Director of Finance, Paul Kaiser, will be evaluating how to manage the funds going forward.*

**G. Items for Next Agenda**

Suggestions from committee members for items to be addressed on a future agenda. The July 1, 2026 SWMB Meeting will be the 2027 Budget Planning Meeting.

*K. Hutter informed the Board that next month will cover the 2027 Budget. If information is received from Tetra-Tech, there may be a need for the back-up meeting date in July.*

**H. Next Meeting Date**

The next Solid Waste Management Board meeting is Wednesday, July 1, 2026 at 9:00 a.m.

**I. Adjourn**

*Motion by J. Wise, seconded by F. Frassetto to Adjourn at 11:31 a.m. Passed. Yes 8, No 0, Abstained 0.*

**J. 8:30 AM - Tour Winnebago County Solid Waste Sunnyview and Snell Road Sites**

Prior to the meeting start time, a quorum of the Solid Waste Management Board may be present for a 8:30 a.m. tour of the Sunnyview and Snell Road sites operated by the Winnebago County Solid Waste Department. The tour will include reviewing operations at 100 W County Road Y, 105 W County Road Y and 3390 Walter Street, Oshkosh and is anticipated to take 75 minutes.

*Respectfully submitted,*

*Tyler Esslinger  
Business Manager*

*Approved by the SWMB - July 1, 2026.*

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