



Winnebago County

The Wave of the Future

**SOLID WASTE MANAGEMENT BOARD MEETING MINUTES
WEDNESDAY, OCTOBER 2, 2024**

A. Call to Order

Doug Nelson called the meeting to order at 10:01 AM.

Members Present: Monica Duebbert, Mike Easker, Jerry Konrad, Kevin Konrad, Howard Miller, Doug Nelson, Tim Paterson (10:26 a.m. - 11:59 a.m.), Jim Wise; Members Excused: Frank Frassetto

Also Present at the Meeting:

Kathy Hutter, Director of Solid Waste

Cassie Stadtmueller, Operations Manager

Ethan Hollenberger, Executive Assistant

*Paula Way, Human Services & Executive Budget
Team Project manager (10:30 a.m. - 11:59 a.m.)*

B. Public Comments within the Jurisdiction of the Board

None.

C. Communications Shared by Board Members

None.

D. Approval of Minutes

1. September 18, 2024 Open Session Meeting Minutes

Motion by J. Konrad, seconded by K. Konrad to Approve September 18, 2024, Open Session Meeting Minutes. M. Duebbert and J. Wise abstain. Passed. Yes 5, No 0, Abstained 2

E. Closed Session

Pursuant to Section, 19.85(1)(e), Wisconsin Statutes, at this point in the meeting the Board shall consider a motion to convene into closed session for the purposes of deliberating or negotiating the purchase 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 the following items:

Motion made by M. Easker and seconded by K. Konrad at 10:03 a.m. to convene into closed session. Passed. Yes 7, No 0, Abstained 0, by roll call vote.

1. 2025 Brown, Outagamie, Winnebago County (BOW) Internal Customer Rate
2. 2025 Revised Tipping Fee Recommendation
3. Waste and Recyclable Material Hauling Services Agreement

F. Return to Open Session to Resume Regular Business

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

*Motion to return to open session at 10:30 a.m. made by K. Konrad and seconded by J. Konrad.
Passed. Yes 8, No 0, Abstained 0, by roll call vote.*

G. Business Items

Action may be taken on any business items.

1. 2025 Revised Tipping Fees

K. Hutter explained that she is seeking a motion to approve revised 2025 general waste tipping fees for recommendation to the County Executive. This will increase waste tipping fees by \$1/ton to offset a portion of the losses from the BOW internal customer rate increase in 2025. The 2025 revised tipping fee rates are below:

Gate Rate: \$57.00/ton

Out of County Gate Rate: \$59.00/ton

RUG Rate: \$54.00/ton

*Motion by J. Konrad, seconded by M. Duebbert to Approve the 2025 Revised Tipping Fees.
Passed. Yes 8, No 0, Abstained 0*

H. 2025 County Executive Budget Proposal

1. 2025 Budget Overview by the County Executive

E. Hollenberger presented the 2025 Budget Overview to the Solid Waste Management Board (SWMB) as follows:

- *State Impact on Local Dollars*
- *Key Budget Assumptions*
- *County Budgeting Code*
- *Rethinking Budgeting Initiative*
- *History of County Budget Planned Use of Fund Balance (Fiscal Health)*
- *County Executive Specific Budget Initiatives*
- *Introduction to Department*

Discussion ensued amongst the SWMB.

2. 2025 Programs and Budget Request Presentation by the Solid Waste Director

K. Hutter presented the Programs and Budget Request Presentation to the SWMB as follows:

- *Program Inventory*
- *Initiatives, Challenges, Success*
- *Budget Detail*
- *Financial Summary*

M. Easker asked if an account could be made for BOW reimbursements. K. Hutter explained this is something she will have to discuss with the Finance Department to see if this is a

possibility. E. Hollenberger stated there may be other ways to document the reimbursements such as a budget detail line item.

Discussion ensued amongst the SWMB.

3. 2025 – 2029 Capital Improvement Plan Presentation by the Solid Waste Director

K. Hutter presented the 2025-2029 Capital Improvement Plan to the SWMB.

Discussion ensued amongst the SWMB.

4. Recommendation from the Committee on the 2025 Budget Requests

K. Hutter presented the revenue Budget adjustment requests as follows:

52813-45051 Landfill Fees = \$6,300,000 (increase of \$273,840 from \$6,026,160) to accommodate recommended increase of \$1/ton on MSW gate rate and \$1/ton increase on RUG MSW rate. Also to accommodate \$20,000 for Special Waste New Customer accounts
52813130-43020 Landfill Fees Out of County (OC) = \$141,600 (increase of \$2,400 from \$139,200) to accommodate recommended increase of \$1/ton on Out of County gate rate.
52813132-43020 Landfill Fees Out of County (BC) = \$35,400 (increase of \$600 from \$34,800) to accommodate recommended increase of \$1/ton on Out of County gate rate.
52813130-43022 Haul Cost Credit (OC) = \$805,000 (increase of \$55,000 from \$750,000) to reimburse for nonscheduled rate increase
52813132-43022 Haul Cost Credit (BC) = \$265,000 (increase of \$15,000 from \$250,000) to reimburse for nonscheduled rate increase
52811-43001 Hauling & Elec Reimbursement SSR = \$210,000 (increase of \$60,000 from \$150,000) to reimburse for nonscheduled rate increase

K. Hutter explained that this will result in a 2025 Budget Revenue increase of \$406,840.

K. Hutter presented the expense Budget adjustment requests as follows:

52813130-55048 Regional Fees (OC) = \$4,260,000 (increase of \$293,280 from \$3,966,720) to accommodate the increase to internal BOW rate and to accommodate 3,000 additional special waste tons from Special Waste new customer accounts.
52813132-55048 Regional Fees (BC) = \$862,600 (increase of \$38,200 from \$824,400) to accommodate the increase to internal BOW Rate.
52813130-55049 Haul Fees (OC) = \$805,000 (increase of \$55,000 from \$750,000) to cover nonscheduled rate increase.
52813132-55049 Haul Fees (BC) = \$265,000 (increase of \$15,000 from \$250,000) to cover nonscheduled rate increase.
52811-55049 Haul Fees (SSR) = \$210,000 (increase of \$60,000 from \$150,000) to cover nonscheduled rate increase.

K. Hutter explained that this will result in a 2025 Budget Expense increase: \$461,480.

Key dates provided by Executive's Budget Team:

1. The budget summary will go to the newspaper on October 4th, 2024.
2. Executive budget documents will go to General Services for printing and binding on October 7th, 2024.
3. The executive budget will go to the website on October 13th, 2024.

Discussion ensued amongst the SWMB.

Motion by M. Easker, seconded by M. Duebbert to support the recommended 2025 budget adjustments and present to the County Executive. Passed. Yes 8, No 0, Abstained 0

I. Director's Report

1.
 - Feedback Regarding SWMB Fund Lending
 - Feedback Regarding SW Staff Introductions at Future SWMB Meetings
 - Scale Replacement Project Update

K. Hutter explained to the SWMB that she discussed SWMB Fund Lending with the Finance Director and the County Executive. The consensus was not in favor of using the SWMB Fund to lend money to other entities as it would be difficult to administer it fairly and equitably. Interest on investment accounts will be lost.

K. Hutter explained to the SWMB that she discussed Solid Waste introductions at future SWMB meetings with the County Executive. It was determined that Solid Waste personnel introductions would occur in the field, during the annual site tour (spring of each year, after Supervisor elections).

K. Hutter informed the SWMB that the Scale Replacement project commenced on Monday, September 30, 2024. K. Hutter explained that notifications were sent out to account customers/municipalities 2–3 weeks in advance and signage was posted in the scale vestibule. K. Hutter explained all traffic will use one scale; minor delays are expected.

J. Items for Next Agenda

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

K. Next Meeting Date

The next SWMB meeting is scheduled for November 6, 2024 at 10:00 a.m.

L. Adjourn

Motion by M. Duebbert, seconded by J. Wise to Adjourn at 11:59 a.m. Passed . Yes 8, No 0, Abstained 0

Respectfully submitted,

*Cassie Stadtmueller
Operations Manager*

Approved by SWMB - December 18, 2024