



Winnebago County

The Wave of the Future

**SOLID WASTE MANAGEMENT BOARD MEETING MINUTES
WEDNESDAY, DECEMBER 18, 2024**

A. Call to Order

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

Members Present: Monica Duebbert, Mike Easker (10:00 a.m. - 11:22 a.m.), Frank Frassetto, Jerry Konrad, Kevin Konrad, Howard Miller, Doug Nelson, Jim Wise (10:03 a.m. - 11:30 a.m.) Members Excused: Tim Paterson.

Also Present at the Meeting:

Kathy Hutter, Director of Solid Waste

Cassie Stadtmueller, Operations Manager

Kelly Reyer, Education & Outreach Specialist

Tyler Esslinger, Business Manager

Ethan Hollenberger, Executive Assistant (10:00 a.m. - 11:20 a.m.)

Mike Elder, Director of Facilities (10:00 a.m. - 11:20 a.m.)

Andy Jennings, Risk Manager

B. Public Comments within the Jurisdiction of the Board

None.

C. Communications Shared by Board Members

None.

D. Approval of Minutes

1. October 2, 2024 Open Session and Closed Session Meeting Minutes

Motion by M. Easker, seconded by K. Konrad to approve October 02, 2024, Open Session and Closed Session Meeting Minutes. Passed. Yes 7, No 0, Abstained 0.

E. Presentations

1. Solid Waste Education & Outreach Year in Review

K. Reyer presented the Solid Waste Education & Outreach Year in Review to the Solid Waste Management Board (SWMB) as follows:

- *Exhibiting*
- *Community Presentation*
- *Social Media Campaigns*
- *Social Media Success*
- *SWMB Annual Report*
- *Cows to Bots Campaign*
- *Recycle Right Master Class*
- *Winnebago's Recycling Resource E-Newsletter*

- *Boat Wrap Recycling Pilot Program*
- *November Clean Sweep Events*
- *Holiday String Light Recycling Program*
- *Compost Bin Sales*
- *What's Next*

F. Frassetto asked what topics and questions are talked about and what is the purpose of the community outreach. K. Reyer explained that topics such as teaching the community to recycle right, where to go with recycling questions, directing the community to resources such as BetterBin and the Waste Wizard, answering general questions and giving out her information to groups and clubs for future outreach events or presentations.

Discussion ensued amongst the SWMB.

D. Nelson asked if the robots were performing as expected. K. Hutter explained that they are performing well and operating to meet our needs.

M. Easker asked who started the Recycle Right Master Program. K. Reyer explained that the material was developed by the Tr-County team and continues to be expanded.

Discussion ensued amongst the SWMB.

M. Easker requested a twice per year update on Recycling & Outreach for the SWMB to stay informed.

2. Ken Robl Conservation Park Maintenance Update

K. Hutter presented the Ken Robl Conservation Park Maintenance update to the SWMB as follows:

- *History of Expenses*
- *2024 Highlights*
- *2025 Planning*
- *Reviewed 2024 Invoice*

Discussion ensued amongst the SWMB.

J. Wise stated there seems to be a proactive approach by the Parks Department to utilize the park as a true asset.

F. Business Items

Action may be taken on any business items.

1. 2025 Tipping Fee Rate Schedule

C. Stadtmueller presented the 2025 Tipping Fee Rate Schedule to the SWMB. C. Stadtmueller explained staff are recommending no changes to the current tipping fee rates beyond what was approved at the 10-02-24 SWMB meeting. C. Stadtmueller further explained that our current rates are cover the costs of our programs and we continue to be aligned with our BOW partners.

Motion by Mike Easker, seconded by Monica Duebbert to Approve the 2025 Tipping Fee Rate Schedule. Passed. Yes 8, No 0, Abstained 0.

G. Director's Report

1. Pollution Liability Insurance Renewal

K. Hutter presented the Pollution Liability Insurance (PLI) Renewal to the SWMB as follows:

- *Current PLI policy was with Beazley through Willis Watson Tower expired on December 11, 2024*
 - *Willis Watson Tower will not renew the policy due to the County moving all other insurance policies to Robertson Ryan Insurance (RRI)*
- *Solid Waste Staff working with Andrew Jennings, Risk Manager, and Eric Zauner, RRI Agent, to review past coverage, discuss potential needs, current environmental and regulatory status of landfills, coordinate application information submittal and research insurance carriers*
- *It was determined that Beazley was willing to offer a 3-year term*
 - *all coverage limits and deductibles remain the same as the expiring policy*
 - *Base policy premium increased 3% from prior year*
- *The PLI policy will only cover new environmental contamination/cleanup issues (PFAS/PFOS is excluded) that arise during the term of the policy (slope failure, LFG release, condensate/leachate leakage, etc.).*

K. Hutter explained to the SWMB that the Policy Premium has additional Fees of \$750 and Surplus Lines Taxes and Fees of \$2,423.55 so that the Beasley Policy may be sold to our current County Insurer, Roberston Ryan. K. Hutter further explained that premium cost with fees total \$83,208.55 for the 3-year term or \$27,736.18 per year, which includes 2025, 2026 & 2027. K. Hutter explained that there was \$50,000 budgeted for pollution liability insurance in the 2025 Budget.

K. Konrad asked if the new policy is missing anything, are we confident it is the best option. A. Jennings explained that we have fewer limits and the cost is good for this market.

Discussion ensued amongst the SWMB.

2. RFP #SW08-24 Landfill Professional & Technical Consulting Award

K. Hutter explained to the SWMB that proposals were due December 5, 2024. K. Hutter further explained that she received three qualified proposals. K. Hutter explained that herself, our Solid Waste Mechanical Technician and both of our Solid Waste Environmental Technicians are reviewing and evaluating the proposals. K. Hutter will present the award at an upcoming SWMB meeting.

M. Easker asked if Foth Infrastructure & Environment (Foth) were one of the three consultants to submit a proposal. K. Hutter explained that Foth did submit a proposal and reminded the SWMB that Foth has worked with our department since 1992.

Discussion ensued amongst the SWMB.

- 3.
- *Staffing Update - Ongoing recruitment for Environmental Compliance Manager*
 - *Programs Update*
 - *SW04-24 Pit Scale Replacement Project - completed at end of October. Project cost = \$276,733.*
 - *Deer Carcass Disposal Program - seasonal program began in mid-October and running through 12/31/2024.*
 - *Holiday Light Recycling Program - collection began in early November, 14 locations, primarily located within city/town/village offices and the SW Dept.*

- Landfill Gas Equipment Installation Project Update - Award Notice and Purchase of Services Agreement routed for approvals. Project to be completed in 1st quarter 2025.
- Upcoming Department RFP/B/Q
 - Environmental Laboratory Services for 2025
 - Compactor Fines Cleaning for 2025

C. Stadtmueller informed the SWMB that the Pit Truck Scale Replacement Project began on September 30, 2024, and was complete and operational on October 28, 2024. C. Stadtmueller explained that the project took longer than expected, but everything is working as needed and is fully operational. C. Stadtmueller presented pictures of the project.

F. Frassetto asked if there were any DATCP Weights & Measures inspections required during installation of the scale. C. Stadtmueller responded that there were inspections of the wall structure before scale equipment installation and the scale was calibrated after completion.

K. Hutter explained to the SWMB that the Deer Carcass Disposal Program started in mid-October and will go until December 31, 2024. K. Hutter explained that this is a free program for residents. The program helps to fight the spread of Chronic Wasting Disease by ensuring deer carcasses are disposed of in an appropriate manner at a designated Landfill.

K. Hutter explained that the Landfill Gas Equipment Installation project has been awarded to August Winter & Sons as discussed at the 9/18/24 SWMB Meeting. The project has been delayed until Late January to early February due to delays on the equipment.

Discussion ensued amongst the SWMB.

Motion by M. Duebbert, seconded by H. Miller to approve the Director's Report as presented by Solid Waste Staff. Passed. Yes 8, No 0, Abstained 0.

H. Items for Next Agenda

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

I. Next Meeting Date

The first Wednesday falls on a holiday. Staff are requesting use of backup meeting date, January 15, 2025 10:00 a.m.

Doug Nelson requests moving the SWMB meeting date to either January 13, 2025, or January 14, 2025, due to a scheduling conflict. The consensus of the SWMB in attendance is Monday, January 13, 2025, at 10:00 a.m. K. Hutter will reach out to T. Paterson and M. Easker to determine if that date and time will work with them. K. Hutter will notify the SWMB.

J. Adjourn

Motion by Frank Frassetto, seconded by Kevin Konrad to Adjourn at 11:30 a.m. Passed . Yes 7, No 0, Abstained 0.

Respectfully submitted,

*Tyler Esslinger
Busniess Manager*

Approved by SWMB - January 13, 2025

