



Winnebago County

The Wave of the Future

**SOLID WASTE MANAGEMENT BOARD MEETING MINUTES
WEDNESDAY, FEBRUARY 5, 2025**

A. Call to Order

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

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

Also Present at the Meeting:

*Kathy Hutter, Director of Solid Waste
Tyler Esslinger, Business Manager*

*Cassie Stadtmueller, Operations Manager
Paul Kaiser, Finance Director (10:10 a.m. - 11:25 a.m.)*

*Heather Hallett, Foth Infrastructure &
Environment (10:00 a.m.- 10:55 a.m.)*

*Sara Beine, Foth Infrastructure & Environment
(10:00 a.m. - 10:55 a.m.)*

Ethan Hollenberger, Executive Assistant (10:00 a.m. - 11:08 a.m.)

Mike Elder, Director of Facilities (10:24 a.m. - 11:25 a.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 January 13, 2025 Open Session Meeting Minutes

Motion by F. Frassetto, seconded by K. Konrad to Approve the January 13, 2025 Open Session Meeting Minutes. Passed. Yes 8, No 0, Abstained 0.

E. Presentations

1. Snell Road Landfill Supplemental Site Investigation Update
H. Hallett and S. Beine presented the Snell Road Landfill Supplemental Site Investigation Update as follows:

- *Background & Purpose*
- *Site Investigation Report Scope*
- *Summary of Field Investigation & Findings*
 1. *Vapor Intrusion Sampling*
 2. *Monitoring Well Network Expansion*

3. Natural Attenuation Sampling
4. Microbial Testing
5. Aquifer testing
6. 3D Visualization & Conceptual Site Model and Results

D. Nelson requested that S. Beine give a background and explain the dewatering issue to newer board members who may not be familiar.

S. Beine explained that in 2016 public utility work a few blocks away from the landfill caused a depression in the groundwater around their excavation site. Therefore, drawing groundwater to flow in a NW direction.

S. Beine went on to describe the locations of the wells on the site and pointing out the newer wells that have been added for further monitoring for contaminants in the groundwater.

M. Easker asked for further clarification on the colors assigned to various well markers on the map.

S. Beine described that green wells were monitored regularly with no contamination in the past year. Yellow wells are monitored less frequently with some contamination detected, and blue wells monitored quarterly with detection of contamination.

M. Easker asked how we learned of the contamination.

H. Hallett explained that ground water monitoring well sampling at a closed landfill site is done on a regular basis. In 2016 there was significant northwest movement detected in the contaminated groundwater, when historically, the sites groundwater movement had been slow and to the west.

K. Hutter explained that the county reports groundwater sampling results to the DNR per regulation.

F. Frassetto asked if the original landfill had a pit dug or began at ground level.

K. Hutter explained that the existing landfill was purchased from the Town of Oshkosh.

S. Beine stated that Foth could not find documentation for the original cell design, and there was little documentation beyond it was known to be an unmonitored clean fill dumping site.

M. Duebbert asked what the years of operation were for the landfill.

S. Beine stated the county operated it in the 80s and capped it in the 90s.

D. Nelson asked about the effectiveness of the Horizontal Groundwater Collection System.

K. Hutter explained the purpose was to keep groundwater from migrating, and it was shut down after the 2016 de-watering event.

S. Beine explained the system was old, installed in the 90s and not efficient anymore. The system has been shutdown since 2016 and options are being explored to prevent the groundwater from migrating.

S. Beine stated that it is not uncommon to find small amounts of contaminants in older landfills. Monitoring and reporting to the DNR will continue as the project team develops a remediation plan.

Discussion ensued amongst the SWMB.

F. Director's Report

1. Departmental Updates:

- Staffing Update - Recruitment Status for Environmental Compliance Manager
- RFB/P/Q Updates - Under consideration or awarded since 1/13/2025
- Landfill Gas Equipment Installation Project Update
- 2023 Wisconsin Act 107 - WDNR alternative method of establishing owner financial responsibility (OFR) Update
- Department Budgeted 2025 Capital Outlay Purchases through 1/31/2025 & Update - C. Stadtmueller & K. Hutter

Staffing Updates

K. Hutter informed the SWMB that interviews for the Environmental Compliance Manager are scheduled for the second week of February 2025.

RFB/P/Q Updates

RFP-007-2025 Environmental Laboratory Services – Published on OpenGov for 21 days, starting on January 10, 2025. Four potential vendors were contacted directly by the Director to notify them of the RFP. The RFP resulted in one response: Pace Analytical Services. Pace has 36 years in the business and 12 years of experience with the WCSW Department. The Winnebago County Solid Waste Department Environmental Tech and Director reviewed RFP response and have no concerns; Award announced and Purchase of Services Agreement in progress. Estimated annual expense = \$55,204; Budget \$56,000

Landfill Gas Equipment Installation Project Update

K. Hutter explained that there was a Preconstruction meeting with Equipment Developer (Perennial Energy), Installation Contractor (August Winter & Sons), Engineer (Foth) and Owner (Department Director & Mechanical Technician) took place on January 15, 2025. Perennial is waiting on a few electrical components to finish the skid build. The Estimated shipping for skids is late-February to early-March. Following the County's Property Disposal Policy, the used landfill gas equipment was listed on Public Surplus for auction type sale. There was little interest in this equipment on the auction site, so Director is following up with contracted scrap metal vendor (B&B Metals) to determine scrap value. Efforts will be made to coordinate the shipment of used equipment off-site as it is removed from use.

2023 Wisconsin Act 107

K. Hutter provided an update on the WDNR alternative method of establishing owner financial responsibility (OFR) She stated the Finance Director is discussing this option with auditors to develop a recommendation for how to proceed. Internal Staff discussions continue.

M. Easker asked what the motivation was to switch funds from the DNR controlled account.

P. Kaiser stated there could be potential for greater returns.

K. Hutter stated the DNR is essentially allowing publicly owned landfills to manage their own funds similar to private landfills.

Discussion ensued amongst the SWMB.

Capital Outlay Type 2 Carryover

K. Hutter explained that the Snell Road Landfill Leachate Lift Station that was budgeted \$200,000 in 2024, will be a Type II Carryover for 2025. The project was planned to start in the fourth quarter of 2024 but was not able to be bid out by the end of the year. She stated an additional \$45,000 was budgeted in 2025 for additional costs associated with the project.

The Solid Waste Management Board had no concerns or questions regarding this Type II Carry Over request.

C. Stadtmueller presented the Department Budgeted 2025 Capital Outlay Purchases through January 31, 2025 update as follows:

Mini Excavator

- *Capital Improvement Project (CIP)*
- *\$120,000 budgeted*
- *Piggybacked on State contract through Fabick*
- *\$101,618*
 - *Under budget \$18,382*
 - *Additional trenching bucket and compaction wheel*
- *Received excavator January 24, 2025*

Pick-up truck

- *Capital Outlay*
- *\$54,000 budgeted*
- *Piggybacked on State contract through Napleton Autowerk*
- *\$50,878 spent*
 - *Under budget \$3,122*
 - *2025 Chevy Silverado 2500 HD 4WD Crew Cab*
 - *3-4 month lead time (ordered January 15, 2025)*

Madvac

- *Capital Outlay*
- *\$33,600 budgeted*
- *Piggybacked on State contract through Exprolink*
- *\$27,111 spent*
 - *\$6,489 under budget*
 - *Madvac LP61-G*
 - *Ordered January 13, 2025*
 - *Expected delivery early February*

Portable Welder/Generator

- *Capital Outlay*
- *\$8,000 budgeted*
- *Received 3 competitive quotes*
 - *Kalmerton of Oshkosh had lowest bid*
 - *Ordered January 21, 2025*
- *received February 4, 2025*

D. Nelson asked for clarification on what piggybacking on a contract is.

C. Stadtmueller explained that traditionally, there needs to be a proposal that is run through various steps, taking upwards of several months. By utilizing existing vendors that are already on the state vendor list, all the verification has been done. This allows for a faster process and

time saved by the Solid Waste Administrative staff.

Motion by M. Duebbert, seconded by M. Easker to approve Directors report. Passed. Yes 8, No 0, Abstained 0

G. Items for Next Agenda

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

D. Nelson would like to be more proactive in finding location for new landfill site.

K. Hutter explained the money is budgeted for 2025 to fund the process of finding a site. A study was performed by Foth a few years back to determine potential sites. She stated she will work with Administration on determining next steps and report back to the Board on a later date.

H. Next Meeting Date

Wednesday, March 5, 2024 at 10:00 a.m.

The next meeting will take place on Wednesday, March 5, 2025, at 10:00 a.m.

I. Adjourn

Motion by K. Konrad, seconded by M. Duebbert to Adjourn at 11:25 a.m. Passed Yes 8, No 0, Abstained 0

Respectfully Submitted,

*Tyler Esslinger
Business Manager*

Approved by the SWMB on March 5, 2025