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GREEN BAY, WI 54304

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DIRECTOR

PROCEEDINGS OF THE BROWN COUNTY SOLID WASTE BOARD

A regular meeting was held on **December 1, 2014** at the Brown County Resource Recovery Facility, 2561 S. Broadway, Green Bay, WI.

1. Call to Order

The meeting was called to order by Solid Waste Board Chair John Katers at 12:30 pm.

2. Roll Call

Present: John Katers, Chair
Lisa Bauer-Lotto
John Kennedy
Norb Dantine, Treasurer (12:36pm)
Dave Landwehr
Ken Pabich

Excused: Mark Vanden Busch, Vice-Chair
Mike Van Lanen
Bud Harris

Also Present: Dean Haen, Brown County
Chad Doverspike, Brown County
Mark Walter, Brown County

3. Approval/Modification – Meeting Agenda

A motion to approve the agenda was made by Ken Pabich and seconded by Dave Landwehr. Unanimously approved.

4. Approval/Modification – Meeting Minutes of October 20, 2014

A motion to approve the minutes was made by Dave Landwehr and seconded by Ken Pabich. Unanimously approved.

5. South Landfill/Resource Recovery Park Project – Update

Foth as part of the Brown County South Landfill and Resource Recovery Park work has issued the *Resource Recovery Park (RRP) Technical Memorandum #1* with background information and initial site prioritization. Due to the complex nature of evaluating various options and concepts for the RRP, Foth has split evaluation of the RRP into a series of memorandums that

breaks down the process into smaller pieces of focused information. The RRP Technical Memorandum #1 focuses on the department and BOW's facility needs, existing waste and material tonnage, resource recovery opportunities, the South Landfill location and RRP site prioritization.

Based on the preliminary RRP prioritization technical memo #1, the following recommendations for additional RRP evaluation through preparation will be the following:

- Memo #2- Landfill Infrastructure/Residential Drop-Off/Convenience/Education Facilities
- Memo #3- Mixed MSW Processing Facilities
- Memo #4- C & D Processing Facilities
- Memo #5- AD (wet & dry) Facilities

Ken Pabich mentioned that composting has been an on-going issue for the communities the past couple of years. The RRP has not looking at yard waste composting in much detail, because municipalities are serving this role. As a result of Ken Pabich's comments, memo #1 will be amended to identify the municipal issues and a possible opportunity Brown County may have regarding yard waste composting. John Katers requested Foth cite sources of data (providers) and attend the next Solid Waste Board meeting to report out developments. Public Work Directors are on the distribution list to receive agenda packets.

6. Organics Food Waste Drop-off Program Roll Out – Update

The Organics Food Waste Drop-off Program rolled out two weeks ago. There is one dumpster located at the Resource Recovery Facility and one dumpster located at the Waste Transfer Station. The one at the Resource Recovery Facility was empty the first week and 34-40 gallons of material the second week. Staff has developed labels for home waste containers as requested by participants. There are 55 households who had signed up for this program to date. The dumpster at the Waste Transfer Station is not being utilized as much.

7. BOW Recycling Facility Expansion and New Materials Recycling – Update

The additions to the Tri-County Materials Recovery Facility to add new materials for recycling are complete today and a press conference will be held in Outagamie County Solid Waste at 2pm.

The three counties (BOW) jointly put out an educational flyer of what is now accepted. Winnebago County staff developed a tri-fold brochure of what is now accepted. Brown County staff is working on getting this brochure translated into Spanish and Hmong. This material can also be found on www.RecycleMoreTriCounty.org and www.BrownCountyRecycling.org. Radio ads are taking place and handouts will be distributed throughout the three counties.

8. 2013 BOW Audit – Update

The 2013 BOW audit is usually done by May/June each year but this year there were more deliberations between the three counties along with less availability of Schenk staff. Brown County budgeted 206,000 tons to Outagamie County but actually 220,348 tons were delivered which makes Brown County 35% of the landfill tonnage. BOW Director agreed on redistributing the C&D materials and recycling facility residuals is an equitable way based on tonnage

delivered. Ken Pabich requested all three counties document administrative costs. Schenck is working on finalizing an administrative cost policy that will determine all eligible administrative costs. Haen will follow up with Schenck regarding finalizing the administrative cost policy.

Brown County is 41% of the recyclables for the three county totals. John Katers asked if the Outagamie County regularly looks at refinancing the general obligation bonds used build the recycling facility. Haen will contact Outagamie County Finance Director to discuss. 2013 audit does not have any proceeds to BOW counties because all proceeds were retained for use in the 2014 facility expansion.

9. Recycling Compactor Building Expansion - Update

A bid will go out in December for the recycling compactor building expansion. Foth is designing the facility to cost-effectively separate the electrical metering to get billed separately for the compactor electrical usage.

10. Director's Report – Update

There are two new employees in the department, John Gareis and Ryan Rasmussen.

Thank you to John Kennedy, who will be ending his current term with the Solid Waste Board at the end of his term. John has served three years.

Mileage and travel reimbursement forms should be turned in before year end.

Staff had asked Joe Van Rossum for a breakdown on state recycling tipping fees surcharge. A breakdown was provided to board members.

11. Such other Matters as Authorized by Law

No other matters as authorized by Law.

12. Adjourn

A motion to adjourn was made by Norb Dantine and seconded by Ken Pabich.
Unanimously approved. Meeting adjourned at 1:27 pm.

John Katers, Chair
Solid Waste Board

Dean Haen, Director
Port & Resource Recovery Department