PORT & RESOURCE RECOVERY DEPARTMENT

Brown County

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DEAN R. HAEN
DIRECTOR

PROCEEDINGS OF THE BROWN COUNTY SOLID WASTE BOARD

A regular meeting was held on **Monday June 26th, 2017**
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 2:30 pm.

2) Roll Call:

Present:	John Katers, Chair Mark Vanden Busch, Vice-Chair Doug Martin Bud Harris Ryan Holzem Norb Dantinne Bill Seleen
Unexcused:	Dave Landwehr Mike Van Lanen
Also Present:	Dean Haen, Brown County P&RR Chris Blan, Brown County P&RR Mark Walter, Brown County P&RR Shelby Schraufnagel, Brown County P&RR

3) Approval/Modification – Meeting Agenda – *Request for Approval*

A motion to approve the agenda was made by Norb Dantinne and seconded by Ryan Holzem. Unanimously approved.

4) Approval/Modification – Meeting Minutes of April 17th, 2017 - *Request for Approval*

A motion to approve the April 17th, 2017 meeting minutes was made by Bud Harris and seconded by Doug Martin. Unanimously approved.

5) Announcements/Communication

Mr. Haen stated that the new part-time Resource Recovery Associate will start after July 4th after a background check has been completed.

The Stakeholder meeting took place June 20th with about 35 people participating. Attendance has decreased each year. Staff will evaluate the value of continuing to host a Stakeholder meeting each year.

The Harbor Commission will meet in late July or early August to review the budget. The Commission will take a tour of the Port of Green Bay on the Fox River Tours. Mr. Haen asked Solid Waste Board members if they would be interested in their July or early August meeting to include a tour of the Port of Green Bay. Solid Waste Board members are interested.

Mr. Katers stated that a member of the Solid Waste Board until 2014, Ray Kopish, has passed away.

6) Recycling Transfer Station Concrete Floor Replacement Bid – *Update*

In 2016, Zeise Construction gave the Department a budget estimate of $80,000 to replace the Recycling Transfer Station tip floor. The project was put out for bid earlier this year and three companies bid between $215,000 - $300,000. The project was rebid with less stringent parameters. The second bids were between $191,000 – $320,000. The Department has considered other options including just patching the floor instead of replacing the entire floor or waiting until next year in hopes that the bids will be less. Currently, the Department has worked out a contract with ADS to use their transfer station for recyclables for a week in September while the floor is being replaced. Waiting a year could change many factors and make this project more difficult to organize. Mr. Dantinne and Mr. Martin both stated that although the cost of concrete has increased the bids seem incredibly high. Despite that the Board thinks that it is best to go ahead with the tip floor replacement.

A motion to move forward with Zeise Construction to replace the Recycling Transfer Station concrete floor was made by Bud Harris and seconded by Doug Martin. Unanimously approved with Mr. Dantinne abstaining from voting.

7) September 11 – 15 Recycling Transfer Station Project – *Update*

The Recycling Transfer Station tip floor will be replaced between September 11th – 15th. During that week the Department will use ADS's transfer station. The terms that both parties have agreed to include: ADS will receive $25/ton of recyclables accepted and hauled through the ADS transfer station; ADS will haul their garbage to the Department's Waste Transfer Station during this week; payment will be made by the Department to ADS within 30 days; the Department will recognize 50 tons of ADS recyclables that would normally go to the Recycling Transfer Station; ADS will provide a closed dumpster for residents to use at 2561 S. Broadway and ADS will service it when needed at no cost; ADS must be open during normal Department hours; the Department will work with the city of Green Bay to spread delivery of their loads out; all Department tonnage will be considered Brown County's and not ADS's so Brown County will still receive the revenue from recyclables for reimbursement to the municipalities; and, the Department agrees to discuss an extension to the waste agreement between ADS and Brown County.

Mr. Holzem suggested that a Brown County staff member could be at the ADS Transfer Station the first day to make sure everything is running smoothly. Mr. Haen agreed and added that some municipalities, who only deliver recyclables every other week, such as the Town of Porterfield, will be encouraged to use September 11 – 15 as an off week.

8) Non-Binding Letter of Intent for Digester Land Lease – *Update*

Land Conservation received money through WPS to study animal waste digestion. The Port & Resource Recovery Department is involved because the South Landfill is centered around large farms who would use an anaerobic digester for animal waste and holds land that could be used for this kind of operation.

Representatives of the Town of Holland have indicated they are concerned about the smell and increase in truck traffic. Any approvals from the Town of Holland will be the responsibility of the farms and Dynamics, not the Port & Resource Recovery Department.

Mr. Holzem asked what is the size of the area. Mr. Haen stated about 30 – 60 acres.

A motion to approve the non-binding letter of intent for digester land lease was made by Norb Dantinne and seconded by Doug Martin. Unanimously approved with Mr. Dantinne abstaining from voting.

9) 2016 Financial Summary of Single Stream Recycling – *Update*

The Department has been working to better communicate expenses and revenues to key stakeholders. Mr. Walter reviewed the financial summary of Recycling and Hazardous Material Recovery cost centers.

10) 2016 Financial Summary of Solid Waste Management – *Update*

Mr. Walter reviewed the financial summary of Solid Waste Operations including Gas-to-Energy, Waste Transfer Station, and Closure cost centers. Gas-to-energy will cease on the day it is not meeting cash flow.

11) Transfer Station Scale Changes Short and Long-term Efforts – *Update*

In the past five years the number of transactions on Saturdays have increased 10% each year. Foth is looking into what can be done differently to relieve the number of vehicles queuing up on the highway during peak traffic periods. Many changes have been made over the past 5 years including; increased hours, improved residential drop-off center and technology changes for faster transactions. Scale operators are not requiring everyone to scale twice on Saturdays to eliminate the number of cars in line. Mr. Haen reviewed the four reorganization maps with the Board. Foth is currently working on including a second scale in some of these options. A scale will add about $200,000 to any of these options.

Outagamie County is putting in new scale software and Department staff will evaluate how their software and scale works.

One of the options Foth presented was to widen the entrance and paint lines to queue two lanes of traffic. This will cost about $50,000, the Department plans to implement this immediately and continue to determine the long-term solution to the increased traffic

12) Memo to Municipalities – *Update*

The memo to municipalities is a follow-up to the meeting between the Department and municipalities on the regional compost facility and interest in automatically renewing the Solid Waste Management Service Agreement for an additional 5-year period. The letter also mentions that $500,000 of the proceeds from the BOW landfill and recycling will be placed in the rate stabilization fund and $2M into capital replacement fund for 2017 and 2018 capital needs

13) Strategic Plan – *Update*

The strategic plan was reviewed.

Door County and Calumet County are using the BOW recycling facility for their recycling. Almost all of Shawano County and Kewaunee County are using the BOW recycling facility. It is critical that outside counties are educated the same as the BOW counties. Since outside counties have been using the recycling facility residual waste has increased 2%.

Mr. Walter mentioned that the BOW Waste Technology Committee has broken apart and will need to be reestablished. Mr. Katers suggested including one of Mr. Holzem's students on the committee.

The SWOT analysis was not changed. Mr. Walter asked the Solid Waste Board members to consider changes they think should be made.

The strategic plan will be adopted in July.

14) Director's Report

Mr. Blan reviewed the RFQ for leachate self-hauling and RFQ for recycling bulbs.

Mr. Blan stated the notice of intent award for hazardous waste disposal contract was between Tradebe and Veolia. Tradebe won the contract. Their prices will increase about 7% from last year.

Mr. Blan stated that through AROW he has petitioned DNR to change the way LED bulbs are categorized. If LED bulbs could be categorized as an electronic instead of universal waste cost for disposal could be reduced. He also stated that all hazardous material recovery facilities (HMRF) have issues with flares. A resident can take a flare to the Sheriff's Department at no cost; however, if the resident brings the flare to HMRF, HMRF must dispose of them through appropriate contractors at a massive fee.

To manage the flow of the HMRF a second door, scale and cash register may be implemented. This will be recognized in the 2018 budget. Changing the fee for bulbs from each to per pound will aid in a faster flow.

The minimum fee at the Waste Transfer Station is currently $15 for up to 640 lbs. of material. To increase the speed of transactions the minimum fee may increase close to $20 for up to 800 or 1,000 lbs.

15) Such other Matters as Authorized by Law

No other matters.

16) Adjourn

A motion to adjourn was made by Norb Dantinne and seconded by John Katers. Unanimously approved. Meeting adjourned at 4:05 pm.

John Katers, Chairman
Solid Waste Board

Dean R. Haen, Director
Port & Resource Recovery Department