



PROCEEDINGS OF BROWN COUNTY SOLID WASTE BOARD

A regular meeting was held on **November 16, 2009**, 1:30 p.m., at the Brown County Materials Recycling Facility, 2561 S. Broadway, Green Bay, WI.

1. Call to Order – meeting was called to order by Chair Strenski at 1:37 p.m.

2. Roll Call

- Present: Mike Strenski, Chair
- Jim Rasmussen, Vice-Chair
- Norb Dantine
- Mike Fleck
- Allison Swanson
- Dawn Goodman
- Bud Harris
- John Katers (arrived at 2pm)

Excused: Chuck Rhyner

Also Present: Charles Larscheid, Brown County Port & Solid Waste Dept.
Arlin Delveaux

3. Approval/Modification – Meeting Agenda

A motion to approve the agenda was made by Norb Dantine and seconded by Mike Fleck. Unanimously approved.

4. Approval/Modification – Meeting Minutes *September 21, 2009*

A motion to approve the September 21, 2009 minutes was made by Mike Fleck and seconded by Norb Dantine. Unanimously approved.

5. 2009 Good Government Award

Brown, Outagamie & Winnebago Counties (BOW) were given the 2009 Good Government Award for implementing Single Stream Recycling. The Counties also received a \$1000 check which will be put toward single stream recycling education. Presentation of the award to the County Board was made November 9, 2009 as well as at the Wisconsin Counties Association conference held recently in LaCrosse. The award will be displayed at the Port & Solid Waste office.

Brown & Winnebago Counties have noted little resistance to the change to single stream. In Brown County each community is responsible for their own pickup and Green Bay Public Works has received some resistance due to the cost for the new single stream recycling cart. Outagamie County, however, is the responsible unit and has experienced more resistance from their residents as well as showing a net loss.

Recycling markets determine the net revenue or cost for the Brown County Recycling Program and in 2003 the markets were up which allowed Brown County to pay back to their customers. Although markets are beginning to rise again, at the end of 2008 and beginning of 2009 the market was down significantly. Staff indicated that although the Brown County Materials Recycling Facility has not seen an increase yet in tonnage, as we still receive dual stream material, tonnage is expected to increase in coming years.

6. Solid Waste Consultant Request for Qualifications – Request for Approval

Five years ago Brown County awarded the Solid Waste Consultant Request for Proposal (RFP) to Foth & Van Dyke. Prior to that time Robert E. Lee & Associates was the Solid Waste Consultant. The contract with Foth (formerly Foth & Van Dyke) expires February 2010. Staff, along with Brown County Purchasing, is putting an RFP together which includes a Request for Qualifications (RFQ) - for consulting. Previously RFP's were approved by the County Board with the selection being an administrative decision. This procedure was recently changed and any RFP's now require county board approval for the selection of any consultant. The agreement would be for three (3) years with two (2) one-year extensions. Purchasing has scoring criteria although experience and background are most important. Staff reviewed the scope of services required. The Board asked whether a CO₂ footprint was included and cost-effectiveness (financial analysis). Staff indicated they would follow-up with Purchasing on these items. Submittals are due by January 19, 2010. Board recommended that if all submittals are not going to be interviewed then all information as discussed today should be included in this RFP/RFQ. Board also expressed concern that those interviewing should be knowledgeable on the specific requirements and be aware of what questions to ask. The Board requested that sample budgeting be eliminated.

A motion to approve the document as amended was made by Mike Fleck and seconded by Allison Swanson. Motion passed. *John Katers abstained.*

7. South Landfill Plan - Update

To date more tonnage has been taken in at the Winnebago landfill than originally anticipated. The 2002 Tri-County Agreement included Outagamie east landfill and northeast expansion, Winnebago Sunnyview Landfill and Brown County's south landfill. Brown County's industrial landfill on the Stock farm is not part of this Agreement. The 2002 BOW Agreement planned for 540,000 tons per year including alternative daily cover at Sunnyview. However, the waste collected to date is 23% greater than anticipated back in 2002 and this landfill will close in mid-2011 which is 6 months earlier than originally expected. Upon closure of the Sunnyview Landfill, Waste will then be taken to Outagamie. WDNR approval of the feasibility for the northeast expansion of Outagamie's original landfill was recently received. The Plan of Operation is almost completed and the landfill should be ready within the next 18 months. Fortunately, Outagamie sited the landfill for 6 million tons, rather than the 4.5 million tons as indicated in the original 2002 plan, and therefore, puts the BOW Agreement back on track.

Brown County's landfill will come on line about 2020 according to the original Agreement and the current schedule. Feasibility, Plan of Operation and Host Agreement with Holland are all in place. Staff indicated that if the Plan of Operation is not acted upon within two years, it may need to be resubmitted. The original Plan of Operation, which was submitted by Robert E. Lee & Associates, laid out 5.2 million tons of capacity or 8 years based on the current waste flow. If any modifications are made to the Plan of Operation, the Town of Holland would need to be notified of such. The agreement with Holland also indicates that if any private adjacent property is sold, Brown County agrees to protect the property and will do an appraisal. Money has been budgeted should Brown County be required to make property payments for any loss in property value. Staff recommended research into whether Brown County should consider purchasing surrounding properties if/or when they become available.

Although cost-of-living increases have been applied, staff recommended looking at the estimated costs for liner construction, site work, etc., as these numbers were laid out by Robert E. Lee ten years ago. Based on the current figures, Brown County Port & Solid Waste has enough money in the Phase Construction Fund to build the first cell. A time table has been set to start discussion on siting a new landfill in 2016 as this generally takes 6 to 8 years. The Long-Term Care Fund was refigured in 1995 with the assistance of the WDNR. The WDNR has subsequently adopted a federal air permit which controls what is done at landfills and staff believes it is probable that most of the gas wells will need to be replaced 3 times over the 40-year life of the landfill. Since funds were not collected for this future expense, funds are being transferred from the Closure fund to the Long-Term Care Fund. Staff estimates \$300,000 needed annually for closure (\$5M for life of landfill). Calculated costs to close the first sequence of the South Landfill are \$1.3 million. The Tri-County Agreement does not affect these costs, as each County pays their full share. Director Larscheid reviewed the timeline as outlined in the memorandum given to the Board and noted there are many variables and changes in the industry which affect this.

8. Gas-to-Energy – Update

a) Foth Troubleshooting Letter & Recommendations

Foth has been hired to perform a general oversight system analysis of the Gas-to-Energy facility as the expected gas quality is not being met. Foth was unable to find any one specific item but noted the blower was sized for 1100 cfm (cubic feet per minute) and the current volume is at 500 cfm. If the blower size is reduced it would save \$6000 to \$8000 annually on electricity costs. The 7 gas wells were installed as previously approved by the Solid Waste Board. Once these wells are up and running, the vacuum control system will be looked at to ensure there is consistent vacuum on the landfill. If a consistent vacuum is not obtained, then the blower system will be looked at.

b) East Landfill Gas Well Replacements

Although Cornerstone recommended installing ten new wells, staff decided to install a total of seven (7) wells were installed and two (2) other wells in close proximity were hooked up to the collection system at the East Landfill. Currently the wells are monitored once per month but that will increase to two or three times per month once the wells begin producing methane.

Foth also reviewed Cornerstone's original engineering assumptions and believes Cornerstone looked at the total gas flow at a time when the perimeter control system was being drawn hard due to gas migration in some spots. Oxygen levels were higher also and accounted for 25% of the total gas volume. Foth believes that Cornerstone did not discount back the higher methane content/lower oxygen content and thus the higher volumes. Staff noted that Cornerstone does not agree with Foth's assumption.

Staff noted there is no option for a variable frequency drive on the Gas-to-Energy unit. Although it is a 60 hertz motor, it is running at 58 to 59 hertz consistently at its highest rating. Staff would like the motor to adjust accordingly to the gas volume. Foth is researching this further.

c) Facility Vacuum Control Modifications

Currently there is not a consist vacuum on the collection system which pulls the methane from the East Landfill. The fluctuation causes a draw of ambient air into the landfill killing the methane producing bacteria which in turn causes the gas volume to decrease. As the vacuum control fluctuates based on the quantity of gas, the engine ratings should adjust accordingly by kilowatts to accommodate for the increased gas flow. By doing so, the system will not need to be manned as the computer will do the adjusting automatically. A change order will be submitted to have the vacuum control system installed by early January 2010. Cornerstone assisted Brown County negotiate with FABCO to reduce the installation cost from \$90,000 to \$40,600. Staff indicated the system should pay for itself in one to two years. Staff noted that in the original specifications, FABCO was to have provided this signal. However, in another portion of the specifications, it indicated the signal "needs to be installed at a future date." Legally Brown County has no recourse with Cornerstone however, has asked Cornerstone for \$36,000 to cover some of the additional costs. Cornerstone adamantly rejected Brown County's request, however, did offer to discount \$13,000 towards the vacuum control upgrade, write off \$6500 in subcontractor costs on the system and \$6700 of general Gas-to-Energy invoices which were outstanding. Cornerstone has offered to evaluate how to locate and collect more landfill gas and a change order has been submitted. Cornerstone wanted to submit an alternative proposal to operate the landfill Gas-to-Energy but Brown County declined.

Brown County has also negotiated a cost addendum to the original purchase order with FABCO for operating the GTE system. FABCO indicated they submitted their proposal for operating the GTE facility based on the estimated gas flow from the landfill. To date these amounts have not been realized and subsequently FABCO has lost planned revenue. Brown County has agreed to pay a portion of Fabco's unrealized revenues from April 2009 through December 2009.

Originally it was thought that the GTE project would be paid off in year 6 of the 11 year agreement; however it is now projected to break even. The current efficiency is at 76%. Once the new wells are in, staff is hopeful to get another 50 cfm total which should produce an 80% to 85% range consistently.

A proposal was submitted to the State for an energy project assistance grant possibly for a windmill at Bay Shore Park or at the East Landfill. However, the grant would not allow for earning money by putting electricity from the windmill into a grid but would allow the offset of existing energy needs. Currently there is parasitic energy consumption at the GTE facility and staff feels that could be offset with a 50 kw windmill. Staff will look into this further as the County's cost share would be \$30,000.

9. Single Stream Recycling – Update

a) Single Stream Materials Recycling Facility Plaque

The plaque which was received in recognition of the Single Stream Materials Recycling Facility will be displayed at the Port & Solid Waste office. The names of those who were part of the process are shown on the plaque.

b) Brown County Customer Reimbursement

Wess Damro, Recycling Manager, stated that since single stream recycling began a tip fee has been charged due in a large part to the low recycling markets. In July and August a fee was charged for single stream material and for dual stream containers. The markets finally have risen. In September, communities were being paid \$10 per ton for single stream materials. For November and December the reimbursement will be \$15 per ton based on the current market. There is still a charge, however, for dual stream containers. The City of DePere is once again bringing their materials to the MRF as of September 21, 2009. Annually DePere brings in 2000 to 2500 tons. At this time there are no plans to enlarge the tip floor area, however, the wall which divides the tip floor will be reinforced in order to allow the material to be stacked higher. Staff is continuing to work on rental options for the back portion of the building.

10. Wisconsin Act 50 Electronics Recycling Legislation – Update

Effective January 1, 2010 manufacturers will be involved in the recycling of their products (product stewardship). The new law only impacts households and K-12 public schools. Most significant is the landfill ban of residential electronic devices which goes into effect September 1, 2010. Brown County has three options: 1) continue with collecting electronics for a fee at the HHW Facility, 2) get out of the hazardous waste collection of computers/electronics since the intention of the law is to force manufacturers to take responsibility and allow local governments to back out, and 3) improve upon the current system to get bigger and better.

Option #2 would free up staff time for a regional hazardous waste collection program. Option #3, would involve Brown County being set up as a collector and contracting with a recycler which would allow collection of more material. It is unlikely Brown County would get payment for the material collected, but it would be disposed of for free whereas currently the cost is \$0.20 per pound. Copies of the WDNR's presentation were passed out and reviewed. Discussion ensued on the three options and staff indicated they will put proposals together to bring to the next Board meeting.

11. Director's Report

• Unrestricted Funds Account

The Brown County Finance Department combined the Solid Waste and the Port unrestricted cash funds in 1998 when the two departments were initially combined into one department. With the current software system, this fund can now be separated. In doing a cost accounting, Finance discovered the Port overdrew its portion of the combined unrestricted cash fund in the amount of \$433,000. The last several years, the budget would not balance and this now explains the reason for such. Staff had not accounted for all Port expenditures which resulted in several thousand dollars over the last five years. Discussion ensued on how to proceed.

• Vande Hei Property

According to the Brown County Purchasing Department there are two options available for selling the Vande Hei property. The first option would be to hire a realtor who will require a 2% to 4% fee, or the second option would be for the Purchasing Department to sell the property, although they generally do not get involved in property sales. Staff recommended hiring a realtor. Further discussion ensued on selling the property to the

current renter, putting the property out for bid, etc. Allison Swanson offered her assistance in drawing up the necessary documents.

- Landfill Air Permit
The WDNR continues to oversee the air emissions monitoring at both landfills. Monthly and quarterly reports on the operation of the wells have been filed and to date no violations have been incurred at either landfill.
- Metal Salvage
In 2009 the contractor for metal salvaging at the Transfer Station was awarded to Fox Valley Metal Salvage. When the steel market turned around they did not make payments as expected and took some metal but not the freon-containing appliances. Fox Valley indicated they misunderstood the contract and were not going to pay Brown County so the contract was terminated. A new contract was put out for proposal and was awarded to Smitty's Salvage.
- Tip Floor Overflow
The available storage space on the tip floor and the backup plan for any overflow material was discussed. Current storage capacity on the tip floor is two days and staff indicated that within 10 miles of the facility there are three outlets which can be used as backups.
Because the Brown County Materials Recycling Facility is now a recycling transfer station, the Village of Ashwaubenon was contacted regarding possible zoning issues. The facility is zoned public use, however, it was determined it should be zoned for transfer station with conditional use and this change was made.
- Oneida Waste-to-Gas Project
Brown County continues to work with Oneida on their waste-to-gas project. Although Oneida submitted their grant proposal to the State, the grant has since turned into a low-interest loan. At this time Brown County still does not have a lot of the details, however, staff did note that depending on the daily tonnage requested, this may affect the Tri-County Agreement. Staff would also have to confirm whether this would need to go out for bid. More information will be brought to the Board as it is available.
- HHW Regional
Part of the 2010 budget included regional HHW expansion with Winnebago County. Outagamie County has not decided whether they want to be a part of this expansion yet. Additional staff, if needed, would be brought in through temp agencies. This is a win/win situation for Brown County and Winnebago County.
- Furloughs
At last month's County Board meeting, policy requiring administrative employees to take one week of furlough in 2010 was passed. Although specific dates were outlined for Administrative employees, it was not explained how this would apply to union employees, enterprise funds or 24-hour service department. Staff indicated that at this time no further details on this policy have been forwarded. This information would need to be sent to our customers if, in fact, the department is unable to offer normal services because of the furlough. Closing an enterprise fund would not save the County any money.

12. Such Other Matters as Authorized by Law

- Reappointments for Allison Swanson, Mike Fleck & John Katers to continue on the Solid Waste Board have been sent to Executive Hinz.
- Staff and the Board welcomed back Vice-Chair Jim Rasmussen.

13. Adjourn

A motion to adjourn was made by Norb Dantine and seconded by Mike Fleck. Unanimously approved.
Meeting adjourned at 3:38pm.

Mike Strenski, Chair
Solid Waste Board

Charles Larscheid, Director
Port & Solid Waste Department