

**PORT & RESOURCE RECOVERY DEPARTMENT**



2561 SOUTH BROADWAY  
GREEN BAY, WI 54304

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DEAN R. HAEN

DIRECTOR

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**PROCEEDINGS OF THE BROWN COUNTY SOLID WASTE BOARD**

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A regular meeting was held on **Monday, February 15, 2021**  
at the Brown County Resource Recovery Facility, 2561 S Broadway, Green Bay, WI 54304

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 VandenBusch, Vice-Chair  
Norb Dantine  
Michael Lefebvre  
Doug Martin  
Bill Seleen  
Mike VanLanen

Excused:

Dave Landwehr  
John Myers

Also Present:

Dean Haen, Brown County P&RR  
Mark Walter, Brown County P&RR  
Chad Doverspike, Brown County P&RR  
Claire Westlund, Brown County P&RR  
Ben Hintz, Brown County P&RR  
Jon Logan, Brown County P&RR  
Chris Blan, Brown County P&RR  
Marty Sturzl, Foth  
Tom Vande Wettering, Town of Holland  
Edward Byrne, Brillion News  
Val Tenesiechenko, Relyco Inc.  
Brad Ottum, Relyco Inc.

3) Approval/Modification – Meeting Agenda

**A motion to approve the agenda was made by Mike VanLanen and seconded by Bill Seleen.** Unanimously approved.

4) Approval/Modification – Meeting Minutes of November 16th, 2020

**A motion to approve the November 16, 2020 meeting minutes was made by Norb Dantine and seconded by Doug Martin.** Unanimously approved.

5) Announcements/Communications

Director Dean Haen announced that John Myers will be a new addition to the Solid Waste Board. Additionally, Director Haen introduced Claire Westlund as the new Clerk/Typist.

On behalf of AROW, Chris Blan awarded Mark Walter the 2021 Christy Dixon Award for Recycler of the Year. John Katers announced that Mr. Haen was also awarded the Great Lakes Sea Grant Champion Award.

6) RFB Project #2399 Architectural Work for Construction of Multiple Buildings at the South Landfill

Chad Doverspike explained the buildings that are included in this project are a scale house, maintenance building and an out-building to store equipment. The maintenance building will contain office areas for managers and technicians, areas for mechanical workers, and additional storage space for equipment.

The contract includes liquidated damages for each day after 11/19/2021 work is not completed, and incentive pay for each day before 11/19/2021 work is completed.

Michael Lefebvre asked, what is the bidder's proof that was submitted earlier? Mr. Doverspike explained that bidder's proof of responsibility is required for all large projects, all contractors must submit this bidder's proof of responsibility which contains a list of questions that must be answered and submitted five days before the bid. Purchasing then goes through this document to ensure they are a qualified vendor. Mr. Lefebvre also asked if this project included a statement of qualifications, to which Mr. Doverspike said it was not necessary for this project.

**A motion to approve the RFB Project #2399 Architectural Work for Construction of Multiple Buildings at the South Landfill to award Bayland Buildings the bid in the amount of \$2,045,213 including Alternative 1 and Alternative 2 was made by Michael Lefebvre and seconded by Mike VanLanen. Unanimously approved.**

7) RFB Project #2400 Civil Work at South Landfill

Due to the size and time constraints of this project, Mr. Doverspike explained that there were certain qualifications that had to be met to make a bid. As part of the bidder's qualifications, the bidder must have installed 20 acres of composite lined landfill within the last five years. Michel's was the lowest bidder, but they did not include a statement of qualifications stating that they had done 20 acres or more of composite landfill liner work within the past five years.

Mr. Doverspike reached out to Michel's to request this statement of qualifications; Michel's responded with two projects: the first showing they did a DOT 10-acre retention pond with a clay liner; the second project was a 1-acre retention pond with a clay liner. After speaking with Risk Management, Corporation Counsel, and Foth, the recommendation was to disqualify Michel's as they did not meet the landfill construction qualifications needed for this project.

Mr. Lefebvre asked when they submitted the qualifications? Mr. Doverspike responded that they submitted the bidder's certificate, bidder's proof, and bid bond, but did not submit the three attachments in the statement of bidder's qualifications. The three documents were not required at the time of the initial bid. Mr. Doverspike reached out to them after the bid was submitted to review and collect these additional qualifications. Mr. Doverspike explained that if you did not meet the minimum bidder's qualifications, the contractor would be automatically rejected. Michel's appeal will be denied by the Internal Auditor as they did not meet the minimum qualifications.

Mr. Haen stated that if Michel's would continue to act upon this appeal, it could delay the bid award and ultimately push back the timeline of the project and the County could be forced to pursue damages for the delayed project.

Mike VanLanen asked if they were disqualified due to not having the 20-acre landfill experience? Mr. Doverspike responded "yes" that they have no landfill clay liner installation experience. The requirement was that all the bidders have constructed at least 20 acres of landfill liner in the past.

**A motion to conditionally approve the Relyco Inc. bid for \$9,331,416.60 based upon on the Michel's appeal being denied was made by Mike VanLanen and seconded by John Katers.** Unanimously approved.

8) South Landfill Easement with WPS

Mr. Haen explained that this easement would run power and other utilities into the South Landfill property past the scale house to the maintenance building and also to the leachate tank. Also, it was clarified that the easement prohibits building on top of this easement. Mr. Lefebvre questioned if 12 feet was the standard size easement? Mr. Doverspike stated that this is the standard width.

**A motion to approve a 12-foot easement at the South Landfill with WPS was made by Norb Dantine and seconded by Doug Martin.** Unanimously approved.

9) South Landfill Equipment Acquisition Strategy

Mr. Doverspike explained that the budget is separated with our known costs and anticipated costs, totaling \$17.9 million. The South Landfill budget includes a \$3 million contingency.

The purpose of the strategy is to purchase new or used equipment at the best cost for the County. There are some things that the County can buy used, but there are some incentives to the County buying new. Staff believes purchasing both new and used equipment is wise and allows the eventual replacement of the initial pieces of equipment to be spread out over the operating years.

Mr. Haen presented a spreadsheet showing all the construction costs and budgeted equipment acquisition costs. This spreadsheet will be used by staff throughout the year in keeping the Board up to date on the construction and operating cost of the South Landfill. Mr. Haen also stated the budget is on target and that there are no concerns but wanted to remain transparent with Board members on budget strategy.

10) South Landfill Leachate Management

Mr. Haen explained the plan to discharge leachate from the South Landfill at the De Pere unloading station. The County currently has an agreement with De Pere for management. Additionally, backup options include discharging leachate at the East Landfill and/or hauling directly to NEW Water. Staff is getting closer to an agreement with Ledgeview to put in a new tank to discharge leachate if it starts to overload the De Pere facility. NEW Water has agreed to treat leachate if it meets their requirements from any of the discharge locations. The County anticipates coming to an agreement with Ledgeview to put in a tank and metering system soon.

11) Table of Organization

The department is starting to look at positions to support the South Landfill, Mr. Haen expressed concern as it has been difficult to fill the Landfill Manager position due to the offered salary being lower than market salary. The department is also looking to hire one part time associate and one full time associate for the Waste Transfer Station. The plan is to onboard new hires at the South Landfill to go through heavy equipment training. Employees from Outagamie's Landfill will assist work at the South Landfill to onboard new employees.

12) Recycling Transfer Station

The recycling push wall has been upgraded; the project was done on time and on budget.

Mr. Haen stated that there have been two fires in the past year, one in August and more recently in October. The first fire was determined to be caused by a light fixture. The cause of the second fire has not been determined; it is suspected to be caused by lithium batteries. As a result of the fire in October, a pipe in the Recycling Transfer Station froze and broke in December due to improper drainage of the fire suppression system. Mr. Haen expressed the need for a fire plan and has already updated the 911 center contact list in the event of another fire. Mr. Haen proposed that there should be a running water line up to the RTS tip floor to manage the smaller fires that are unable to activate the roof mounted sprinkler system until the fire becomes sizeable. Staff has concern over training that would need to be done.

13) Solid Waste Transfer Station

The Port & Resource Recovery Department continues to evaluate operating the top side of the Waste Transfer Station with county employees and equipment. Last year Mike Konecny, MK Consultants conducted a financial analysis that determined County operation of the Transfer Station was in Brown County's best interest. Great American Disposal (GAD) currently operates and hauls waste to the Outagamie County landfill. Staff will update and revisit the analysis using current cost estimates to make sure the analysis still advises County operation of the Transfer Station. If County operation is still supported Mr. Haen identified two options for the County: amend the existing GAD contract or continue with GAD operating the Waste Transfer Station and bid out next year. If the analysis no longer supports County operation, we will continue under the existing GAD contract.

Mr. Doverspike added that over 174,000 tons went through the transfer station last year, which is a 6% increase from the previous year.

14) Town of Holland Monitoring Committee

Mr. Haen explained that there are seven wells that continue to be monitored. Three of the seven are outside of the regulatory limits that must be monitored for the landfill. The County asked the Town if monitoring could stop for these three wells. According to the Town's Landfill Monitoring Committee's minutes, this was denied. Mr. Haen explained that this is very invasive for the homeowners, and it is not regulatorily required by the state as we are no longer building a monofill to the east that would put the three residents within 1200 feet of the landfill. The Town of Holland has not yet responded.

Brown County is requesting the Town amend the agreed upon hours of operation from 7:30am to 5:00 pm to 6:00am to 3:30 pm.

According to the Landfill Monitoring Committee's minutes, Landfill Operating Hours, Tipping fees and the allocation of Tipping Fees were also discussed at the meeting. The Town Landfill Monitoring Committee meeting is coming up and the Town's attorney is engaged, hopefully will come to an agreement soon.

15) 2019 BOW Audit

The 2019 Audit covers BOW Recycling and Solid Waste operations, income, and expenses, lists each county's percentages of waste and was approved by all three counties.

16) Director's Report

Mr. Haen stated that the digester in the Town of Wrightstown will start construction this summer. There are concerns regarding an easement running across the South Landfill property. Negotiation of the easement terms is now between Corporation Counsel and Dynamics to come up with a draft easement. They will be coming to the County Board and Solid Waste Board once that is finalized.

17) Such other Matters as Authorized by Law

No other matters.

18) Adjourn

**A motion to adjourn was made by Norb Dantine and seconded by Michael Lefebvre.** Unanimously approved. Meeting adjourned at 3:48 pm.