

PORT & RESOURCE RECOVERY DEPARTMENT



2561 SOUTH BROADWAY
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DEAN R. HAEN

DIRECTOR

PROCEEDINGS OF THE BROWN COUNTY SOLID WASTE BOARD

A regular meeting was held on **Monday, March 17th, 2025**
at the Resource Recovery Office, 2561 South 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
Norb Dantinne
Bill Seleen
Mike VanLanen
Michael Lefebvre
Sean Gehin
Kevin Gannon

Excused: Mark VandenBusch, Vice Chair
John Myers

Also Present: Dean Haen, Brown County P&RR
Chad Doverspike, Brown County P&RR
Mark Walter, Brown County P&RR
Steve Deslauriers, Town of Holland

3) Approval/Modification – Meeting Agenda

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

4) Comments from the Public

None.

5) Approval/Modification – Minutes of January 20th, 2025 Meeting

A motion to approve the minutes of the January 20th, 2025 meeting was made by Sean Gehin and seconded by Michael Lefebvre. Unanimously approved.

6) Announcements/Communications

Director Dean Haen updated the Board Members about Department activities. Road weight limits by the WI Department of Transportation (WisDOT) are in effect. There is an upcoming Department of Natural Resources (WDNR) inspection, and with predicted 50mph winds, staff will be taking extra measures to make sure the site is ready. Lastly, Mr. Haen spoke on the NFL Draft which will take place in April that will not cause any changes in Department operations.

7) Project #2728 South Landfill Gas Extraction Skid and Flare Installation – Request for Approval

Chad Doverspike discussed the results of a bid for the installation of the South Landfill's gas skid and flare system. The system is required to be operational within five years of the of filling of the landfill which began in January 2022. After feedback from vendors that parts could take up to 18 months to receive, it was decided to begin bidding for the project in 2025.

Five vendors submitted bids for the project, with Advance One Development with the lowest. Advance One Development has won previous bids for flare installation at East Landfill and West Landfills. Their plan is to complete the infrastructure in Fall 2025. There is the option to install the skid and flare after the infrastructure is complete, otherwise installation will occur in Summer 2026. Mr. Doverspike discussed details of the bid such as options for a gas analyzer, installation of a light and additional warranty. Kevin Gannon asked if WDNR has any concerns about the infrastructure being installed early, which Mr. Doverspike answered no.

There was a discussion about the outstanding beneficial use (BU) Request for Proposal and how long the flare would be needed until the gas extracted can be used. Mr. Doverspike estimated that the flare would be operated for a year or more before the BU system is up and operational.

Mr. Gannon and Mr. Doverspike discussed the extra 12 months of warranty and any issues that might be anticipated. Future use of the flare after the gas is no longer used for beneficial use was also discussed.

A motion to approve Project #2728 South Landfill Gas Extraction Skid and Flare Installation to Advance One Development for \$1,170,418.75 was made by John Katers and seconded by John Myers. Unanimously approved.

8) 2024 Resource Recovery Annual Report – Request for Approval

Mr. Haen reviewed the annual report created for the Resource Recovery Department's operations in 2024. The topics that were covered were the increase in direct hauls to South Landfill, an increase in beneficially reusable items, and changes in specific refuse such as appliances, construction demolition, and shingles. Recyclables were steady.

Electronic recycling weights declined at the Hazardous Material Recovery (HMR) Facility which is likely reflective of televisions becoming smaller and lighter versus large tube-type televisions. HMR program changes were mentioned like the 'Batteries Now Included' campaign to reduce the risk of fires.

Seah Gehin, Michael Lefebvre and Mr. Gannon asked about different commodities such as cardboard, glass, and batteries. Mark Walter and Mr. Haen explained the different ways that the Department handles these materials and the changes seen in the report.

Mr. Haen continued his review with a conversation about the Department's financial snapshot for 2024. Items that vary greatly from the budgeted amounts were due to shifting solid waste to Outagamie County to assist with their landfill, miscellaneous revenues from interest earned, and deferred purchases of equipment.

Goals accomplished or deferred goals from 2024 were explained. New goals for 2025 were discussed such as building of a new maintenance building at the Waste Transfer Station, establishing an M.O.U. with the Town of Ledgeview for a bike park, and a concrete tip floor replacement. No additional goals were added by the Solid Waste Board members.

A motion to approve the 2024 Resource Recovery Annual Report was made by Sean Gehin and seconded by Norb Dantinne. Unanimously approved.

9) South Landfill

Mr. Doverspike gave an update to a plan modification for South Landfill, which was previously discussed at the last Solid Waste Board meeting. The original plan of operation approval was end to Phase One of the South Landfill had around nine acres of Phase 1 in intermediate cover, which the Department is seeking to decrease to four acres with the WDNR. This will gain another year of filling in the cell. Mr. Gehin asked about recording the area and height with GPS, which Mr. Doverspike responded that yes, this is done with bulldozers and drones. Once the final grade of airspace is hit, there is a limited time to get intermediate cover laid, so the height is regularly monitored. The plan modification also included the beneficial use of contaminated soil and changing the horizontal gas collection piping to all fused connections for easier and safer installation vs slip connections that were more difficult to install.

10) Waste Transfer Station

Upcoming projects at the Waste Transfer Station were discussed. This included the concrete floor replacement beginning on May 1st. A custom-made tank for the power unit on the new compactor is likely to be installed in less than a month. Mr. Haen mentioned that the old compactor was auctioned for \$50,000 on Wisconsin Surplus.

11) Director's Report

Mr. Haen had no further items to discuss that were not covered in previous agenda items. Mr. Doverspike gave more details on the BU RFP review process by the five-person review team. Norb Dantine asked about staffing at the Department, which Mr. Haen answered that one heavy equipment operator position is open along with an associate position.

12) Such other Matters as Authorized by Law

None.

13) Adjourn

A motion to adjourn was made by Norb Dantine and seconded by Kevin Gannon.
Unanimously approved.

Meeting ended at 3:20 pm.

John Katers, Chairman
Solid Waste Board

Dean R. Haen, Director
Port & Resource Recovery Department