

**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, August 16, 2021**  
at the Resource Recovery Offices, 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 Dantine  
                                  Dave Landwehr  
                                  Michael Lefebvre  
                                  Doug Martin  
                                  Bill Seleen  
                                  Mike VanLanen

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  
                                  Ben Hintz, Brown County P&RR  
                                  Derek Tess, Brown County P&RR  
                                  Jon Logan, Brown County P&RR  
                                  Katie Platten, Brown County P&RR  
                                  Mike Geiger, Town of Holland  
                                  Brian Roebke, Wrightstown Spirit

3) Approval/Modification – Meeting Agenda

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

4) Approval/Modification – Minutes

a. Minutes of June 21, 2021 Meeting

**A motion to approve the minutes of the June 21, 2021 meeting was made by Norb Dantine and seconded by Michael Lefebvre.** Unanimously approved.

b. Minutes of July 19, 2021 Meeting

**A motion to approve the minutes of the July 19, 2021 meeting was made by Mike VanLanen and seconded by Doug Martin. Unanimously approved.**

5) Announcements/Communications

Director Dean Haen announced that the position of Clerk/Typist II was filled by Katie Platten.

Mr. Haen passed around an informational paper and reminded the board of the Resource Recovery's Customer Appreciation Days, both at the Waste Transfer Station (September 14, 2021) and the Materials Recycling Facility (September 15, 2021).

6) Approval/Modification – 2022 Budget

Mr. Haen began the 2022 Budget discussion with a memo that will be presented to PD&T Committee and to customers regarding the major changes from one budget year to the next. It identifies the different cost centers within the Resource Recovery side of the Department.

The South Landfill (SLF) is included in the budget with plans to be operational by January 3, 2022. Construction is on schedule and on budget to meet the operational date. Total investment in the SLF will be \$22 million. In 2020, \$5 million was utilized. This year included the \$10 million construction bid, \$2 million building bid, along with \$4 million in equipment. Equipment continues to be acquired and some challenges exist related to availability and delivery. Personnel hiring of 10.5 FTE for the South Landfill and 2.5 FTE for the Transfer Station is also proving to be challenging .

The memo continues by including the tipping fees for 2022. The Rate Stabilization Fund is being used to keep the cost for municipalities more level rather than increasing it all in one year due to the increase in costs from the opening of the South Landfill and future Outagamie County Northwest Landfill. Preferred Contract Tipping fees will be increased by \$1.50 per year until the full cost is covered. Actual costs are not yet known so estimates for the operational costs for the SLF in 2022 are being used.

Mr. Haen noted that the Northeast Landfill will have capacity until 2024 and the future Northwest Landfill will not be built until it is needed.

John Katers asked if "Winnebago County will go to the South Landfill in 2022 and the Northeast in 2023, is that to create a fluff layer?" Mr. Haen replied that that is correct, the plan is to take Winnebago's garbage to South Landfill until the floor has been covered and then they will return to the Northeast Landfill until it is full. Tonnage at the South Landfill is expected to be somewhat high next year, and then it will come down. In the end, there will be a 50/50 split on where tonnage will be going.

Revenue from recycling continues to increase so that the Department is now paying municipalities for their recyclable material as opposed to charging to accept it. Dave Landwehr asked which material the Resource Recovery Department is seeing an increase in revenue. Mark Walter responded that mixed paper and cardboard increased by \$25-\$35 per ton in one month. Plastics have increased as well, but cardboard is the primary

source. Mr. Haen responded that Green Bay Packaging has helped drive the demand for recycled cardboard. Chad Doverspike clarified that the Department is paying out \$75/ton to municipalities for their recyclable materials in August.

Upgrades at the Tri-County Material Recovery Facility will be paid for using cash and not bonding due to increased revenue from sale of recyclables.

No changes in Hazardous Materials Recovery Facility budget were reported by Mr. Haen. Mr. Katers asked about \$53,922 from the DATCP grant in the budget. Mr. Walter clarified that the number was the estimated grant amount HMR would expect to receive in 2022.

The Statement of Funds will be provided once the Finance Department provides them to the Department.

Mr. Haen further explained the structure of the budget and changes made (i.e. Accountant II position is going to Administration). The budget document that was provided to the Solid Waste Board details the six cost centers for the Resource Recovery side of the Department.

Solid Waste (previously Budgeted as Transfer Station). Waste tonnage will be tracked through the transfer station. Revenue received at the Waste Transfer station will pay a BOW Tip fee at the South Landfill. Excess revenue in Solid Waste will pay for the waste programs, salaries, HMR and recycling when markets are down.

In the Recycling cost center, charges and fees has a change of \$1 million to \$2 million which shows the increased revenue expected based on the anticipated value of the commodities. A new revenue category called "capital contributions" is included because Brown County used cash rather than bonding to build the South Landfill so the other BOW counties will be paying the cost of capital to Brown County. Contracted services was another line added since the Transfer Station costs are being shared by the other BOW counties. Materials such as tires, appliances and shingles have been moved out of Transfer Station and being moved into Recycling cost center. Recycling rebate is increasing from \$100,000 to \$600,000 to show our payment to the municipality that we are anticipating.

General cost category, a large change in realized gain/loss of interest from \$600,000 to \$250,000 due paying the construction and equipment costs for the SLF out of cash reserves. . General costs are allocated on a %FTE basis to the other cost centers.

South Landfill Outlay account is for equipment acquisition, this year \$6.5 million and next year will be \$2.4 million

**A motion to approve the 2022 Budget was made by John Katers and seconded by Bill Seleen. Unanimously approved.**

7) Approval/Modification – Solid Waste Management Service Agreement

Mr. Katers emphasized the importance of these agreements with municipalities in maintaining the systems we work in. Mr. Haen spoke on the newly consolidated

agreement as it brings all of the services that Resource Recovery offers into one agreement. This agreement was originally done in 2012, but the agreement presented now includes recycling and household hazardous waste services. It allows the municipalities to sign on for 10 years.

The agreement has been vetted by Green Bay, De Pere, and Brown County Corporation Counsel.

Addendums include a scheduled forecast over a five year period with the anticipated SLF cost increase, and at some point will include the NW Landfill. Each year the tipping fee will increase by \$1.50 and the Rate Stabilization Fund will be drawn down and used to offset it until Preferred Contract customers tipping fees have met the actual cost of the SLF. . Bill Seleen questioned the number of 85,000 tons. Mr. Haen clarified that the number is tonnage for preferred contract customers only. Mr. Seleen also questioned if the number presented was a historical finding or if it was a stable estimate. Both Mr. Haen and Mr. Walter confirmed that it was a pretty stable estimate based on previous years' tonnages.

Doug Martin commented that the biggest hurdle will be explaining and discussing with the community in regards to the CPI. Mr. Walter commented that no one expected CPI to increase like it did. Mr. Haen explained that it is unfortunate timing that right when a new agreement is being proposed CPI is as high as it has ever been in 20+ years..

Mr. Dantine inquired about the market for clean shingles. Mr. Doverspike responded there is still a market for clean shingles and growing since one of the competing contractors closed.

**A motion to approve was made by John Katers and seconded by Michael Lefebvre. Unanimously approved.**

8) South Landfill Update

Mr. Doverspike updated the Solid Waste Board on the ongoing construction of the Brown County South Landfill.

Mr. Doverspike identified that residential drop off boxes are twice the cost of budgeted & the hook truck is anticipated to be delivered in the second quarter of 2022. on the purchase of container boxes for residential drop off and the equipment needed for this option. Service will be bid out along with snow plowing if equipment is unable to be delivered on time. The department is bidding out a fuel tank for on-site equipment use.

Mr. Doverspike shared a summary of SLF construction and equipment costs. Mr. Katers requested that Mr. Doverspike speak on items that were "in red" or showing over budget. Mr. Doverspike discussed the above ground scales that had revisions by engineers, roads that required more gravel and asphalt than previously budgeted for, and a high capacity well that had an increase in cost compared to the budgeted cost.

New items that are finalized or in the process of being bid on include the purchase of a front-end loader from Winnebago County and metal litter fences.

After walking through the numbers, Mr. Doverspike noted that there was roughly \$800,000 of contingency left.

Mr. Doverspike concluded the update with the latest photos from the construction.

9) Director's Report

A meeting with the Town of Ledgeview is scheduled to finalize a leachate service agreement.

A small sweeper will be budgeted in 2022 for the Resource Recovery RTS property to address previous concerns regarding glass litter. The Village of Ashwaubenon and the Highway department are being asked to handle Hanson Road and Pilgrim Way.

10) Such other Matters as Authorized by Law

None.

11) Adjourn

**A motion to adjourn was made by Dave Landwehr and seconded by Norb Dantine.**  
Unanimously approved.

Meeting ended at 3:36PM

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John Katers, Chairman  
Solid Waste Board

Dean R. Haen, Director  
Port & Resource Recovery Department