



## PORT & RESOURCE RECOVERY DEPARTMENT

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DEAN R. HAEN

DIRECTOR

## PROCEEDINGS OF THE BROWN COUNTY SOLID WASTE BOARD

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A regular meeting was held on **Monday April 16<sup>th</sup>, 2018**  
at the 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 VandenBusch, Vice-Chair  
Norb Dantine  
Bud Harris  
Michael Lefebvre  
Doug Martin  
Bill Seleen

Excused: Dave Landwehr  
Mike Van Lanen

Also Present: Dean Haen, Brown County P&RR  
Mark Walter, Brown County P&RR  
Chad Doverspike, Brown County P&RR  
Chris Blan, Brown County P&RR  
Brian Roebke, Wrightstown Spirit

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

**A motion to approve the agenda was made by Norb Dantine and seconded by Mark VandenBusch.** Unanimously approved.

4) Approval/Modification – Meeting Minutes of February 19<sup>th</sup>, 2018 - *Request for Approval*

**A motion to approve the February 19th, 2018 meeting minutes was made by Norb Dantine and seconded by Doug Martin.** Unanimously approved.

5) Announcements/Communications

Michael Lefebvre was welcomed as the new Solid Waste Board member, and the Board members introduced themselves.

The Brown County Solid Waste – East Landfill received NEW Water’s Industrial Achievement Gold Award for 2017 in March.

There are two new employees at the Port & Resource Recovery department: Patti Cole-Clerk/Typist II started April 2, and Ben Hintz-Resource Recovery Technician will start April 9.

6) Shingle Recycling – *Update*

Doverspike explained that because the market demand for shingles is low, SPS Roofing sent a letter to BOW that it will no longer take dirty shingles, only clean shingles. Brown County customers can recycle both clean and dirty shingles, but Outagamie County and Winnebago County only accept dirty shingles. This has resulted in termination for default of the contract.

The WC RFP received bids from four vendors, and Badger Materials Recycling came in the lowest for all three counties. Doverspike is going to issue the award to Badger Materials to take both dirty and clean shingles from Brown County’s Transfer Station. SPS will complete their contract by May 1 and Badger Materials will start. The established 2018 rates and fees will still work.

7) Wood Waste Recycling – *Update*

Doverspike noted that there is currently no market for wood waste so recycling of wood waste is suspended until the market is better. Wood waste will be accepted for recycling as Construction & Demolition (C&D) at C&D rates.

8) HMR Collection Hours – *Update*

There was discussion evaluating the building modification, the proposal to add a 3<sup>rd</sup> collection day, and how an addition collection day will affect staffing.

Chris Blan presented a survey of other hazardous waste facilities in communities with similar population and total annual drop offs per number of hours open during the year per normal staffing levels, to determine an ideal ratio of collection hours and number of personnel for the amount of traffic the facility experiences.

Options considered included: 1) adding a day for hazardous materials collection, 2) increasing the hours of current part time employees to cover the additional day, and 3) adding a new part time LTE employee which would require an organization and budget change.

The HMR Facility is taking in more materials and handling more out of county collections during existing collections hours. Adding a collection day, such as Tuesdays from 9AM to 3PM, could expand and ease residential and business collections and possibly generate more revenue.

Existing part time employees are already working full time during peak times making it difficult to increase their hours at those times. The suggestion was made to have a conversation with our current part-time employees about increasing their hours. Dean Haen noted that the department has a good retention rate with part time employees.

Two interns will be added during the summer, but peak participation extends through October. To evaluate whether to make an organization change, Blan ran the 2017 schedule with an extra

person to determine the impact to budget. He discussed the need to account for employees calling in ill and vacations. A new employee would have to be trained on the front-end loader, the scales, and the roles of the job. If summer help were called a Limited Term Employee (LTE), then a student could continue to work after graduation.

Staff will pursue adding another part-time employee as part of the 2019 budget, while expanding 2018 collection hours using existing staff for the third day.

9) South Landfill Plan of Operation Scope of Work – Update

Foth Infrastructure and Environment prepared a detailed scope of work with cost estimates for preparing the Plan of Operation. The scope of work includes: DNR permits, facility design, layout options, site preparation, site operation, site closure and long-term care. The plan will be submitted to the DNR by January 15, 2019. The cost was budgeted at \$250,000. A budget adjustment may be necessary later in the year. Regular monthly meetings with Foth are scheduled.

A letter was sent to the Town of Holland about an exit from the south end of the future landfill property, but no response has been received.

10) South Landfill Timeline – Update

Doverspike presented the timeline for development of the South Landfill. Excess clay needs to be removed from the site. Private and public buyers are being sought.

A DNR walk-through has been scheduled related to the wetland delineation.

Evaluations need to be completed in 2019 on public/private construction and operation to be ready by 2024.

11) BOW Labor Services - Update

Mark Walter presented information on staffing at the Tri-County Recycling Facility noting it is currently at 98% staffing, but it needs better coverage and better sorting. A better job of picking will yield higher revenue for the paper bales. It only takes 90 minutes to train a new staff person and determine whether the person will be retained.

Georgia Pacific has informed the MRF that it will no longer take mixed paper as newsprint grade bales. In order to get their higher market price, it needs to be sorted out.

Internationally, China has dropped their contamination rate for certain paper bales to a more stringent 0.3% which is nearly impossible to achieve. A rate of 4-5% is typical. They no longer want garbage. They recycle 60% of the world's materials. Paper pricing is better in this locality than in many other areas of the country.

12) Director's Report

Leonard & Finco is providing public relations services for the Port & Resource Recovery department for \$15,000 this year. Their annual report to the department notes that in terms of Ad Value Equivalency (AVE), the Port had 229 newspaper stories valued at \$4 million and 49 TV

spots valued at \$90,000. Resource Recovery had 132 stories valued at \$955,000 and 6 TV spots valued at \$17,000. Leonard & Finco is currently handling all the social media.

The Kewaunee County landfill will close in June. Haen discussed several alternatives for accounting for this material if it is taken to the BOW landfill. BOW Directors are considering sharing BOW tons and understanding what that means. Questions that will need to be discussed include what to do about non-county tonnage coming into our system; how to divide revenue between the three BOW counties: by population or tonnage. Shared tonnage is a complicated issue.

BOW Planning effort is working on determining the avoid cost or savings resulting from the current BOW Cooperative Landfill Plan. Once completed, BOW will share with stakeholders. Additionally BOW will analyze alternatives for continuing our BOW relationship beyond the South Landfill.

The Resource Recovery Stakeholders meeting has been set up for June 18 at the Ashwaubenon Community Center, followed by a meeting of the Solid Waste Board.

There are two compactors at the Transfer station: one with a 15 yard capacity and another with a 10 yard capacity. The 10 yard compactor is expected be replaced with a 15 yard compactor by the first week of May.

13) Such other Matters as Authorized by Law

No other matters.

14) Adjourn

**A motion to adjourn was made by Norb Dantine and seconded by John Katers. Unanimously approved.** Meeting adjourned at 3:30 pm.

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John Katers, Chairman  
Solid Waste Board

Dean R. Haen, Director  
Port & Resource Recovery Department