
PROCEEDINGS OF THE BROWN COUNTY SOLID WASTE BOARD

A regular meeting was held on **Monday, August 21st, 2023**
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
 Mark VandenBusch
 John Myers
 Bill Seleen
 Mike VanLanen
 Dave Landwehr
 Norb Dantine
 Sean Gehin

Excused: Michael Lefebvre

Also Present: Dean Haen, Brown County P&RR
 Chad Doverspike, Brown County P&RR
 Mark Walter, Brown County P&RR
 Katie Platten, Brown County P&RR
 Mike Geiger, Town of Holland
 Jon Logan, Brown County P&RR
 Chris Blan, Brown County P&RR

3) Approval/Modification – Meeting Agenda

A motion to approve the agenda with modification that Items 7, 8, and 9 are changed to Updates and Item 9 change project number to #2595 was made by Mike VanLanen and seconded by John Myers. Unanimously approved.

A motion to modify the agenda to keep Items 9 as an Approval was made by Dave Landwehr and seconded by John Katers. Unanimously approved.

4) Approval/Modification – Minutes of June 19th, 2023 Meeting

A motion to approve the minutes of the June 19th, 2023 meeting was made by Sean Gehin and seconded by Bill Seleen. Unanimously approved.

5) Announcements/Communications

Director Dean Haen discussed the Customer Appreciation Days at the Waste Transfer Station, Recycling Transfer Station, and South Landfill in September 19 and 20th.

6) 2024 Budget – Request for Approval

Mr. Haen gave an overview and opened the discussion on the 2024 Budget for the Brown County Port & Resource Recovery Department. Changes and significant items that occurred during the current fiscal year included a successful table of organization change in terms of employee pay, operation of the South Landfill and rounding out the inventory of equipment, and planning for projects such as a 20 ft perimeter fence, access road, and horizontal gas leachate piping at the South Landfill.

The rate stabilization fund of roughly \$700,000 will not be utilized for a second year in a row due to the CPI estimated to increase by 3.6%. The fund may be utilized when the Outagamie County Northwest Landfill is built. The Gate Rate at the Waste Transfer Station will increase from \$58 to \$61 per ton. . The South Landfill Gate Rate will remain unchanged at \$53 per ton, which will hopefully incentivize customers to haul directly to the South Landfill. Bill Seleen asked how the rates are publicized, which Mr. Haen and Chad Doverspike answered that existing customers are sent an updated newsletter flyer and email. The website is updated with the updated rate sheet as well.

Road weight limit fees will begin in 2024 to incentivize gate rate haulers to haul directly to the South Landfill in the 6-8 week period when weight limits are in place. The Gate Rate during road weight limits will be \$71/ton.

Differences in early and late delivery charges at the Recycling Transfer Station, Waste Transfer Station and South Landfill were discussed. Mark Walter explained that these differences were due to the amount of equipment, employee overtime, and individual situation that happen at each facility.

Mr. Haen presented on the financial documents of the 2024 budget. How funds were reported was amended based on Brown County's Accountant's recommendations. An additional 60,000 tons of waste is expected to be brought to the South Landfill in 2024.

A motion to approve 2024 Budget was made by John Katers and seconded by Mark VandenBusch. Unanimously approved.

7) Project #2593 Recycling Transfer Station Tip Floor Metal Wall and Insulation RFB – Update

Mr. Doverspike explained the need for a metal wall replacement at the Recycling Transfer Station. The wall is a 14'-16' concrete wall with a 4' metal push wall above to accommodate recyclables being pushed up by a front end loader. An aluminum wall, which has been pushed in, begins above the metal push wall causing insulation to protrude into the warehouse area (former MRF area). Project #2593 will remove the existing metal push wall and aluminum wall, replacing the insulation, reinstalling the metal push wall and lastly installing an additional 4' metal push wall where the aluminum wall resided.

8) Project #2594 Office Parking Lot Seal RFB - Update

The parking lot of the Resource Recovery General Offices will be resealed and lines repainted after Project #2595 is completed. This is scheduled to be completed in the later part of September.

9) Project #2595 Office Concrete and Sidewalk Repairs RFB – Update

Project #2595 contains two bids. The first bid addresses damage to the existing asphalt in the semi-loading area of the Recycling Transfer Station that requires repair. In addition, the sidewalk at the exit of the lot onto South Broadway is cracked. The second bid of the project is to repair sections near the overhead doors at the same location. When bid through Brown County Purchasing, it was bid out as a bid with an option.

A motion to approve the bid of \$42,436 for bid #1 and #2 combined for Project #2595 Office Concrete and Sidewalk Repairs RFB was made by Norb Dantine and seconded by John Katers. Unanimously approved.

10) Free Battery Recycling – Update

The Brown County Hazardous Material Recovery Facility has begun accepting most batteries and battery-containing devices free of charge as of August 1st. This is in response to the recent fire at the South Landfill, and an increase in concern over battery-caused fire incidents throughout the state and country. Mr. Walter and Chris Blan led a discussion on the Department's efforts to inform and educate the public on the program change and its purpose. All of the Solid Waste Board members offered input on verbiage, design, and distribution of the draft hand-out that was created. By accepting most batteries free of charge, there will be an estimated \$5,000 per year decrease in revenue. Media for the program change is slated to begin shortly.

11) South Landfill - Update

The text/email communication system, ReadyOp, is now operational to notify customers of closures or delays due to adverse weather conditions.

The excavation and moving of clay project is 50% completed.

12) Director's Report - Update

Mr. Haen gave a brief update on completed and upcoming projects at the East Landfill and Waste Transfer Station.

There have been concerns made to Mr. Haen regarding glass debris along South Broadway caused by the turning of recycling trucks coming and hauling semis exiting the Recycling Transfer Station. Mr. Haen attended a local bike and pedestrian committee to discuss these concerns. The Department increased efforts in the last year to counter any glass debris by purchasing a street sweeper and sweeping in the required areas three times per week.

13) Such other Matters as Authorized by Law

None.

14) Adjourn

A motion to adjourn was made by John Katers and seconded by Norb Dantine.
Unanimously approved.

Meeting ended at 3:32PM.

John Katers, Chairman
Solid Waste Board

Dean R. Haen, Director
Port & Resource Recovery Department