

**Pope/Douglas Solid Waste Management  
Regular Board Meeting  
January 16, 2020**

**Board Members Present:** Paul Gerde, Jerry Wright, Charlie Meyer, Heather Larson  
**Board Members Absent:** Larry Lindor

**Others Present:** Stephen Vrchota, Brooke Hellerman, Michael Martin, Karl Frovarp, Jon Dalum, Megan Roering, Nathan Reinbold, Don Williamson, Troy Freihammer and David Crowell.

Vrchota called the meeting to order.

The Pledge of Allegiance to the Flag was recited.

Nominations were accepted for the 2020 Board Chairman. Meyer nominated Gerde for Board Chairman. Motion to cease nominations and cast a unanimous ballot was made by Meyer and seconded by Larson. Motion carried.

Board Chairman Gerde called for nominations for 2020 Board Vice-Chairman. Wright nominated Meyer for Board Vice-Chairman. Motion to cease nominations and cast a unanimous ballot was made by Larson and seconded by Wright. Motion carried.

Board Chairman Gerde appointed the 2020 Recycling, Landfill, Long-Range Planning, and Ordinance Committee members:

**Recycling Committee** – Lindor and Larson

**Landfill Operations Committee** – Gerde and Meyer

**Long Range Planning Committee** – Wright and Gerde

**Ordinance Committee** – Meyer and Gerde

**The January 16, 2020, Board Meeting Agenda**

The Board received the agenda with no changes. Motion to approve the agenda as presented was made by Meyer and seconded by Wright. Motion Carried.

**The December 19, 2019 Regular Board Minutes and December 26, 2019 Special Bill Paying Board Meeting Minutes** - Motion to approve the December 19, 2019 and December 26, 2019 minutes as written was made by Wright and seconded by Meyer. Motion carried.

**Financial Progress Report as of December 31, 2019** - Vrchota presented the Financial Progress report ending December 31, 2019 to the Board. He noted that with 100% of the year over with, revenues are ahead for this time in 2018 by \$1,223,031.62 and expenses are up for this time in 2018 by \$226,658.27. A total of \$10,861,059.58 or 100.29% of the 2019 revenue budget has been received and a total of 107.99% of the expense budget has been spent. The Board also received the schedule of funds and revenue and expenditure reports. Vrchota noted that the market price for commodities were significantly less in 2019 so the MRF did not receive as much income as projected. Unit 3 had a major outage in the fall and that increased expenses for 2019.

**Plant Operations Report** - Tons of Pope and Douglas County waste received during December totaled 2,206.12 tons plus 5,248.20 tons of waste from other counties and 143.47 tons of recycling equal to 7,597.79 tons and a year to date total of waste received of 80,994.52 tons. Total tip fee for December 2019 was \$600,358.46 and a year to date tip fee of \$6,429,040.39.

**Waste Received from Other Counties** – During December 2019, the following waste was received from Other Counties:

	December Tons	YTD Tons	December Income	YTD Income
Tri-County	4,831.97	46,740.93	\$386,944.16	\$3,743,013.66
Stevens County	223.27	2,287.62	\$17,879.46	\$183,192.61
Grant County	192.96	2,438.06	\$15,452.24	\$195,239.85
<b>Total Tons &amp; Total Income</b>	<b>5,248.20</b>	<b>51,466.61</b>	<b>\$420,275.86</b>	<b>\$4,121,446.12</b>

**December 2019 Unit Availability Report**

Unit 1 – Operated 92.30% or 687.00 Hours out of 744 Hours for baghouse cleaning and inspection.  
 Unit 2 – Operated 100.00% or 744.00 Hours out of 744 Hours.  
 Unit 3 – Operated 100.00% or 744.00 Hours out of 744 Hours.

**Averages for 2019**

Unit 1 operated 87.7%, Unit 2 – 89.1%, and Unit 3 – 87.6%. Average for all 3 units combined – 88%.

**December 2019 Steam Sales –**

	Monthly K lbs.	Fuel Price	December Income	Y.T.D. K lbs.	Y.T.D. Income
3M	13,203.00	\$4.16	\$73,227.83	130,711.00	\$685,771.78
Alomere	3,549.00	\$4.16	\$19,767.93	45,055.00	\$226,411.01
ATCC	0.00	\$5.56	\$50.00	0.00	\$600.00
<b>Total</b>	<b>17,901.00</b>		<b>\$93,045.76</b>	<b>175,766.00</b>	<b>\$912,782.79</b>

**Turbine Generator Report** – Megawatts of electricity totaling 405.74 (Generator 1 – 35.96 Megawatts and Generator 2 – 369.78 Megawatts) were produced in December for a year to date total 4,905.82 megawatts. The demand saved in December 2019 was \$9,203.90 and the monthly total amount saved in avoided electrical costs was \$25,433.50 and a year to date total savings of \$315,552.30.

**Bypass** – A year to date total of 220.01 tons of waste was bypassed in 2019. Tons bypassed in the 4th quarter of 2019 were 49.84 tons and the breakdown was as follows: October 16.30 tons, November 21.65 tons, and December 11.89 tons.

**Confidential Burn/Special Burn December 2019** – Year to Date Confidential Burn/Special Burn tons have totaled 281.55 tons and year to date income totaled \$119,700.81.

October	10.91 tons	\$4,713.95
November	28.24 tons	\$23,127.01
December	10.83 tons	\$4,153.50
<b>4<sup>th</sup> Quarter Total</b>	<b>49.98 tons</b>	<b>\$119,700.81</b>

**Landfill Operations Report** – Ash landfill expenses for December 2019 totaled \$49,635.89 for a year to date total for 2019 - \$658,763.89. December ash tons (1,758.92) fines tons (716.71) were received for December for a total of ash/fines of 2,475.63 tons and a year to date ash/fines total of 26,912.96 tons. Average yearly cost per ton to operate the ash landfill is \$24.57 as of December 2019. A total of 138,000 gallons of leachate were removed (13 loads to the City of Fergus Falls Wastewater Treatment Plant and 10 loads to the PDSWM facility for treatment). Vrchota added that we will see a drop in fines in early 2020 with maintenance on the fines screen.

**Material Recycling Facility Operations Report** – Of the total of 7,454.32 tons of waste received a total of 4,120.50 tons (55.3% of the total waste received in December was processed through the facility). A total of 85.62 tons of recycling was removed during December or 2.1% of the waste processed. A year to date total of 1,626.41 tons have been removed from the trash or 2.8%.

Commodities shipped during December 2019 totaled 239.43 tons. Year to date commodities sold in 2019 were 3,455.14 tons and 3,525 gallons of used motor oil. December income received for commodities sold was \$12,003.06 and a year to date income of \$354,690.31 and YTD used oil income of \$0.00.

Dalum reported the following:

- A new rubber door was installed on the MRF west tipping floor. This is a fast opening and closing door and will be a good test for future door installs.
- The trash received at the plant was very dry and fills up the tipping floor very fast. Some loads get directed to the pit to keep up with the WTE.
- A bag splitter demo was done on site. This was a drum with teeth to rip open bags. Dalum noted that you could see more material for recycling but there were also more fines.

**Plant Maintenance Report** – Martin and Frovarp reported the following:

- Unit 1 had a scheduled cleaning outage, boiler inspection, and repair of the reactor vessel.
- The units have been burning the garbage well and burning faster than the MRF can produce.
- A new ash chute was installed for the mix master. The new chute is plastic line and has a motor to rotate.
- Ash has been moved in the landfill to fill cell 2A all the way to the outer berms. It will be ready for clay cover in the spring.
- Culverts were placed in the landfill to help with water flow to one location. This will make pumping water easier in the spring.
- Gas recirc bearings went out of Unit 2. It was back up in running in 6 hours.
- Wrigley Mechanical will be coming in to work on the scale. They will make bridges around the legs. This should help the scale last a couple more years.

**SCORE Programs**

**Household Hazardous Waste Report**

Y.T.D. Residents Bringing Items In – 6,873

Y.T.D. Residents Taking Items Out – 1,633

**Recycling Report**

Y.T.D. Alex Recycling Center Tons – 513.98

Y.T.D. Vehicles – 28,933

Alex Recycling Center Avg. Vehicles Per Day – 79

**Organics Report**

Commercial Organics Tons picked up in December 2019 – 36.74

YTD Tons – 425.88

Residential Organics Tons December 2019 – 1.60

YTD Tons – 19.20

Green Bag Recycling YTD Tons – 5.80

Vrchota added that about 2% of the waste is being diverted into organics recycling.

Reinbold reported the following topics:

- Many different tour groups have visited the facility.
- Meet with Otter Tail County Green Corp member on how Otter Tail County could work with organics recycling.
- Grant County organics has been growing.
- Capital Financing is on the House, Senate, and Governor's list.

**December 2019 Bills** - The Board received the December bill list totaling \$428,567.96. The highlighted bills included Ehlers for refinancing the Unit 3 bond and Richmond Engineering for crane engineering.

Motion was made by Meyer and seconded by Larson to approve payment of the bills. Motion carried.

**Lab USA Equipment Purchase** – Vrchota noted that January 6<sup>th</sup> was the first time that Lab was able to get back to us on our offer. There has been some negotiating on the price and current mobile equipment lease agreements.

Motion was made by Meyer and seconded by Larson to extend the time allowed to negotiate with Lab USA Pope Douglas until February 19, 2020.

**Crane Replacement** – Vrchota stated that a letter of intent has been signed with Kone Cranes. They have already started ordering parts and a contract with them should be signed soon.

There being no further business, the meeting was adjourned at 9:20 a.m. by Chairman Gerde.

**Pope/Douglas Solid Waste Management**

  
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Paul Gerde, Board Chairman

**Attest:**

  
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Brooke Hellerman, Board Recording Secretary