

**Pope/Douglas Solid Waste Management
Regular Board Meeting
March 19, 2020**

Board Members Present: Paul Gerde, Charlie Meyer, Larry Lindor
Board Members Present via Telephone: Jerry Wright and Heather Larson

Others Present: Stephen Vrchota, Brooke Hellerman

Chairman Gerde called the meeting to order.
The Pledge of Allegiance to the Flag was recited.

The March 19, 2020 Board Meeting Agenda

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

The February 20, 2020 Regular Board Minutes - Motion to approve the February 20, 2020 minutes as written was made by Lindor and seconded by Wright. Motion carried.

Financial Progress Report as of February 29, 2020 - Vrchota presented the Financial Progress report ending February 29, 2020 to the Board. He noted that with 17% of the year over with, revenues are behind for this time in 2019 by \$116,632.13 and expenses are down for this time in 2019 by \$159,684.61. A total of \$1,466,224.42 or 13.67% of the 2020 revenue budget has been received and a total of 15.23% of the expense budget has been spent. The Board also received the schedule of funds and revenue and expenditure reports.

Plant Operations Report - Tons of Pope and Douglas County waste received during February totaled 1,801.12 tons plus 4,371.29 tons of waste from other counties and 114.15 tons of recycling equal to 6,286.56 tons. Total tip fee for February 2020 was \$519,011.81 and the year to date total of \$1,100,427.45.

Waste Received from Other Counties – During February 2020, the following waste was received from other counties:

	February Tons	YTD Tons	February Income	YTD Income
Tri-County	4,015.06	8,489.57	\$364,374.20	\$707,011.39
Stevens County	195.50	435.03	\$16,281.24	\$36,229.30
Grant County	160.73	322.86	\$13,385.59	\$26,887.78
Total Tons & Total Income	4,371.29	9,247.46	\$364,041.03	\$770,128.47

Stevens County is interested in sending additional tons to the Pope/Douglas facility. The Grant County agreement ends in 2020 but they are interested in continuing to send waste to Pope/Douglas.

February 2020 Unit Availability Report – The 2020 average for all 3 units is 90.1%.

Unit 1 – Operated 99.9% or 695 Hours out of 696 Hours.
Unit 2 – Operated 82.3% or 573 Hours out of 696 Hours for a cleaning outage and ram repair.
Unit 3 – Operated 78.4% or 546 Hours out of 696 Hours for a cleaning outage.

Vrchota noted that the crane outage is scheduled for October.

February 2020 Steam Sales –

	Monthly K lbs.	Fuel Price	February Income	Y.T.D. K lbs.	Y.T.D. Income
3M	13,844.00	\$3.45	\$64,996.87	30,115.00	\$149,182.61
Alomere	5,405.00	\$3.45	\$25,565.65	10,124.00	\$50,529.16
ATCC	0.00	\$5.54	\$50.00	0.00	\$100.00
Total	40,239.00		\$90,612.52	40,239.00	\$199,811.77

Turbine Generator Report – Megawatts of electricity totaling 630.05 (Generator 1 – 13.50 Megawatts and Generator 2 – 240.70 Megawatts) were produced in February. The demand saved in February 2020 was \$0 and the monthly total amount saved in avoided electrical costs was \$10,168 and a year to date total savings of \$32,614.10. There was no standby kVA in February.

Landfill Operations Report – Ash landfill expenses for February 2020 totaled \$43,183.58 for a year to date total of \$92,266.40. February ash was 1,377.59 tons and fines were 716.27 tons for a total of ash/fines of 2,093.86 tons. Average yearly cost per ton to operate the ash landfill is \$9.51 as of February 2020. A total of 90,000 gallons of leachate was removed (8 loads to the City of Fergus Falls Wastewater Treatment Plant and 7 loads to the PDSWM facility for treatment).

Material Recycling Facility Operations Report – Of the total of 6,172.41 tons of waste received a total of 4,142.48 tons (67.1% of the total waste received in February was processed through the facility). A total of 124.65 tons of recycling was removed during February or 3% of the waste processed.

Commodities shipped during February 2020 totaled 216.48 tons and 250 gallons of used motor oil. Year to date commodities sold was 524.38 tons and 250 gallons of oil. February income received for commodities sold was \$34,139.33 and year to date commodity income has been \$48,832.79.

Plant Maintenance Report – Vrchota reported that the facility has been operating as normal. The roto screen in the MRF will be replaced in March to reduce the number of fines going to the landfill.

SCORE Programs

Organics Report

Commercial Organics Tons picked up in February 2020 – 37.89	YTD – 78.39
Residential Organics Tons February 2020 – 1.16	YTD – 2.65
Green Bag Recycling Tons – .32	YTD – .75

Vrchota reported the following:

- The organics programs are slowing growing but with Covid – 19 closing schools and restaurants it will drop.
- The recycling center has continued to stay open but that may change.
- The recycling committee will need to meet to discuss single sort options for recycling collection in Pope County. The bins would only be unlocked when attended.
- Most of the community events schedule for April have been cancelled.

February 2020 Bills – The Board received the February bill list totaling \$510,346.25. The highlighted bills included Bulk Handling Systems – MRF roto screen, Demo Plus – Refractory for Units 2 & 3, Lars Engineering – Equipment Maintenance for 2019, MCIT – Property Reinsurance, Wrigley Mechanical – Unit 1 Outage.

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

Other Business

Resolution #1-2020 –

RESOLUTION #1-2020

WHEREAS: The Pope/Douglas Solid Waste Management Board is owner/operator of the Pope/Douglas Ash Landfill;

WHEREAS: The Pope/Douglas Solid Waste Management Board has established a designated Financial Assurance Long Term Care Fund for closure and post-closure costs associated with the Pope Douglas Solid Waste Management Ash Landfill;

NOW, THEREFORE; BE IT RESOLVED, that the Pope/Douglas Solid Waste Management Board instructs the Douglas County Auditor/Treasurer to transfer \$2,400.00 into this fund from the operating fund.

Pope/Douglas Solid Waste Management


Paul Gerde, Board Chairman

ATTEST:


Stephen Vrchota, Executive Director

Dated at Alexandria, Minnesota this 19th day of March 2020

Motion was made by Lindor and seconded by Wright to authorize Board Chairman to sign Resolution #2-2020. Roll Call Vote: Wright – Yes Gerde – Yes Larson – Yes Lindor – Yes Meyer – Yes

Motion carried.

Training Agreement – A training agreement with Gem Ash was presented to the Board. This agreement would allow the Pope/Douglas Solid Waste Management Ash Landfill Manager to shadow train at the Gem Ash facility for approximately two – three weeks and then return for additional shadow training at a later date.

Motion to authorize the Executive Director to sign the training agreement with Gem Ash for a not to exceed amount of \$10,000 was made by Lindor and seconded by Meyer. Motion carried.

Waste Designation Plan – Vrchota presented the draft waste designation plan to the Board. The MPCA will need the Joint Powers Board and each County Board to approve the waste designation plan to move forward with the plan.

RESOLUTION NO. 3 - 2020

WHEREAS, this Pope/Douglas Joint Solid Waste Management Board (this “Joint Board”) was established pursuant to a Joint Powers Agreement for Solid Waste Management between the counties of Douglas and Pope (the “ Member Counties”) dated December 7, 1983, which was amended by a Joint Powers Agreement dated April 9, 1997, and a Second Amended Joint Powers Agreement dated August 22, 2003, and a Third Amended Joint Powers Agreement dated April 2, 2019, (collectively, the “Agreement”); and

WHEREAS, pursuant to the Agreement, the Counties are authorized to jointly conduct solid waste planning and management activities pursuant to Minnesota Statutes, Section 400.04, and have established an integrated solid waste system (the “System”) to be managed and operated by the Joint Board; and

WHEREAS, Pope/Douglas Solid Waste Management plans to upgrade its programs and facilities in the near future and has obtained the support of each of the Member Counties for this expansion.

WHEREAS, Pope/Douglas Solid Waste Management estimates that between 3,000 and 6,000 tons per year of mixed municipal solid waste is generated in the Member Counties and are not delivered to the Pope/Douglas Solid Waste Management System.

WHEREAS, the Joint Board would like to meet its operational goals and operate closer to its capacity.

WHEREAS, the Joint Board and Member Counties plan to designate by ordinance all the acceptable waste available after waste reduction, reuse, and recycling activities to the Pope/Douglas Solid Waste Management System.

NOW, THEREFORE, BE IT RESOLVED THAT the Pope/Douglas Solid Waste Management Joint Board hereby approves of the draft joint waste designation plan and will send to the Member Counties for approval.

Dated at Alexandria, Minnesota this 19th day of March 2020.


Pope/Douglas Solid Waste Management Chairman

Attest:


Stephen Vrchota, Executive Director

Motion was made by Lindor and seconded by Wright to authorized Board Chairman to sign Resoulution #3 – 2020 for approval of the joint waste designation plan.

Roll call vote: Lindor – Yes Meyer – Yes Larson – Yes Gerde – Yes Wright – Yes

MCIT – Property Reinsurance Coverage – MCIT was able to secure property reinsurance for Pope/Douglas Solid Waste Management and other Waste to Energy facilities for 2020. MCIT Board did decide to cover 80% of the cost for reinsurance and the facilities would be billed the pro-rated portion of the remaining 20% based upon the facilities total insured value. Pope/Douglas's share was \$62,448.00 for property reinsurance coverage in 2020.

Capital Project Review – Vrchota presented an updated list and progress for capital projects. Vrchota noted that the fire hose dry pipe system is a project in motion because it is a safety item to move forward. The air dryer system is also moving forward because it was a critical need for operation.

The long-range planning meeting will need to meet to discuss how to fund the purchase of the property to the east of the current Pope/Douglas campus.


With COVID – 19 we do not know how the CAP Funding is progressing.

COVID – 19 – Vrchota noted that we are making sure the garbage still has somewhere to go but we have and will be limiting the services provided by Pope/Douglas Solid Waste Management. Services have been either restricted or closed to limit the contact with outside sources. Commonly used areas are being frequently sanitized, and we are following solid waste and CDC recommendations.

The Federal Government passed the Families Frist Coronavirus Response Act allowing for Emergency Paid Sick Leave that employees must meet certain reasons and an Emergency Family and Medical Leave Expansion Act for employees that must care for children when their schools and daycares have closed. The plans are for facilities with less than 500 employees.

There being no further business, the meeting was adjourned at 9:33 a.m. by Chairman Gerde.

Pope/Douglas Solid Waste Management



Paul Gerde, Board Chairman

Attest:



Brooke Hellerman, Board Recording Secretary

