

**Pope/Douglas Solid Waste Management
Regular Board Meeting
May 21, 2020**

Board Members Present: Paul Gerde, Charlie Meyer, and Heather Larson
Board Members Present via Telephone: Jerry Wright and Larry Lindor
Others Present: Stephen Vrchota, Brooke Hellerman, and Nick Trinka

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

The May 21, 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. Roll call vote:

Larson – Yes Lindor – Yes Meyer – Yes Gerde – Yes Wright – Yes Motion carried.

The April 16, 2020 Regular Board Minutes - Motion to approve the April 16, 2020 minutes as written was made by Lindor and seconded by Wright. Roll call vote:

Wright – Yes Gerde – Yes Meyer – Yes Larson – Yes Lindor – Yes Motion carried.

Financial Progress Report as of April 30, 2020 - Vrchota presented the Financial Progress report ending April 30, 2020 to the Board. He noted that with 33% of the year over with, revenues are ahead for this time in 2019 by \$253,672.37 and expenses are down for this time in 2019 by \$291,798.90. A total of \$2,870,669.65 or 26.76% of the 2020 revenue budget has been received and a total of 30.09% of the expense budget has been spent. The Board also received the schedule of funds and revenue and expenditure reports. Vrchota added that the outage season has adjusted so our expenses are down this year compared to 2019.

Plant Operations Report - Tons of Pope and Douglas County waste received during April totaled 2,050.62 tons plus 5,510.25 tons of waste from other counties and 108.54 tons of recycling equal to 7,669.41 tons. Total tip fee for April 2020 was \$632,455.24 and the year to date total of \$2,352,677.36.

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

	April Tons	YTD Tons	April Income	YTD Income
Tri-County	5,178.98	18,540.55	\$431,305.46	\$1,544,057.01
Stevens County	126.24	751.90	\$10,513.27	\$62,618.24
Grant County	205.03	721.79	\$17,074.90	\$60,110.67
Total Tons & Total Income	5,510.25	20,014.24	\$458,893.63	\$1,666,785.92

April 2020 Unit Availability Report – The 2020 average for all 3 units is 92.7%.

Unit 1 – Operated 90.0% or 648 Hours out of 720 Hours for refractory patch and cleaning outage.
 Unit 2 – Operated 100.0% or 720 Hours out of 720 Hours.
 Unit 3 – Operated 99.7% or 718 Hours out of 720 Hours.

April 2020 Steam Sales – Vrchota noted that he has been working with Randy Anderson at the Alomere hospital to sell them excess steam over their normal summer usage at a reduced rate for the 2020 summer.

	Monthly K lbs.	Fuel Price	April Income	Y.T.D. K lbs.	Y.T.D. Income
3M	9,808.00	\$2.37	\$46,431.92	52,886.00	\$256,137.18
Alomere	4,373.00	\$2.37	\$15,086.85	19,117.00	\$84,835.21
ATCC	0.00	\$4.50	\$50.00	0.00	\$200.00
Total	14,181.00		\$61,568.77	72,003.00	\$341,172.39

Turbine Generator Report – Megawatts of electricity totaling 679.09 (Generator 1 – 45.73 Megawatts and Generator 2 – 633.36 Megawatts) were produced in April. The demand saved in April 2020 was \$8,748.20 and the monthly total amount saved in avoided electrical costs was \$35,911.80 and a year to date total savings of \$98,434.50.

Landfill Operations Report – Ash landfill expenses for April 2020 totaled \$49,365.31 for a year to date total of \$194,340.29. April ash was 1,997.91 tons and fines were 661.50 tons for a total of ash/fines of 2,659.41 tons. Average yearly cost per ton to operate the ash landfill is \$19.91 as of April 2020. A total of 126,000 gallons of leachate was removed (7 loads to the City of Fergus Falls Wastewater Treatment Plant and 14 loads to the PDSWM facility for treatment).

Material Recycling Facility Operations Report – Of the total of 7,560.87 tons of waste received a total of 4,137.02 tons (54.70% of the total waste received in April was processed through the facility). A total of 150.34 tons of recycling was removed during April or 3.6% of the waste processed.

Commodities shipped during April 2020 totaled 269.94 tons and 0 gallons of used motor oil. Year to date commodities sold was 1,039 tons and 550 gallons of oil. April income received for commodities sold was \$13,831.71 and year to date commodity income has been \$92,273.65.

Dalum reported:

- At the end of March and April the MRF went down to a single shift. Many homemade masks were made for workers not on the sort line but for working in other areas.
- The MRF bathroom remodel project is currently going on.
- Some electrical needed to be moved for a dirty laundry chute.
- Windows are being installed in the MRF breakroom and office area. When the windows were cut in other damage was found and needed repair.

Plant Maintenance Report – Vrchota reported:

- A picture of the new compressed air dryer was presented to the board. That project is now complete.
- Pictures were presented of the scale support legs. The legs needed replacement and should hold up for another couple of years but will be one of the first major projects to complete when the facility moves.
- Unit 3 ram front had an upgrade to a removeable cutting edge.

SCORE Programs

Organics Report

Commercial Organics Tons picked up in April 2020 – 15.75	YTD – 130.15
Residential Organics Tons April 2020 – .81	YTD – 4.47
Green Bag Recycling Tons – .20	YTD – 1.20

Reinbold reported the following:

- He had an interview with the Lindor Farm Network. There will be an ad that will play in our market area regarding ag plastic.
- Hazardous waste drop offs have increased over the past several years.
- PDSWM has been working on creating messaging that is consistent with all haulers and shares common recycling information for residents to recycle better.
- PDSWM has been awarded a keep America beautiful grant. This grand will be for park recycling bins.
- There was a plate to garden event on May 15th and 16th. Over 800 bags of compost were sold.

April 2020 Bills – The Board received the April bill list totaling \$486,257.64. The highlighted bills included Fastenal Company – Masks, Interpoll Labs – Air Testing, Richmond Engineering – Crane replacement and HMI upgrade, and Short Elliott Hendrickson – Landfill Engineering.

Motion was made by Meyer and seconded by Larson to approve payment of the bills. Roll call vote:
Gerde – Yes Larson – Yes Lindor – Yes Meyer – Yes Wright – Yes Motion carried.

Other Business

Consulting Agreement – The consulting agreement with Darrell Connell was set to expire on June 30, 2020. The contract does allow for a 6-month extension of the consulting agreement. With new members in management, Connell would be a good resource for those new leaders to learn the history of the PDSWM facility. Connell is the only person currently that can do the site certification for waste combustors.

Motion to approve Executive Director to sign consulting agreement contract extension with Darrell Connell for an additional 6 months of service was made by Meyer and seconded by Wright. Roll call vote:

Lindor – Yes Larson – Yes Wright – Yes Gerde – Yes Meyer – Yes Motion carried.

Capital Project Review – Vrchota updated the board on the capital bonding, it was noted that the bonding bill failed and will go into special session. He noted that he received phone calls asking if they could possibly split the project. Vrchota did say that the project could be split with 5 million now to move the HHW and scale and get the site prepped for the 4 million of the MRF.

Landfill Buildings

Nick Trinka was hired as the Landfill and Compost Facility Manager. He presented and updated operating cost estimate for the landfill. Trinka presented bids for the construction of the ash processing and compost buildings.

	Greystone	Tradesmen	Innovative	Ram	Breitbach
Ash Buildings	\$917,007.00	\$928,825.00	\$1,053,786.00	\$1,092,563.00	\$1,125,515.00
Compost Building	\$180,627.00	\$215,592.00	\$208,460.00	\$203,096.00	\$250,994.00
Total	\$1,097,634.00	\$1,144,417.00	\$1,262,246.00	\$1,295,659.00	\$1,376,509.00

There was discussion on using lowest bids but also using local companies that have residents that live, work, and pay taxes in our area working for these local companies. Both Greystone and Tradesmen Construction would have the buildings constructed by August 15th.

Motion to approve contract with Tradesmen Construction for the construction of the ash processing buildings and compost transfer building at a not to exceed price of \$1,144,417.00 was made by Larson and seconded by Meyer. Roll call vote:

Gerde – Yes Meyer – Yes Larson – Yes Wright – Yes Lindor – Yes Motion carried.

Trommel

A major piece of equipment that the processing facility will need is a mobile trommel. This equipment will be used for screening out the large items before it reaches the processing facility. A Vermeer TR626 is the largest mobile trommel and would be the best fit for the operation. Quotes were presented to the Board; a new TR626 is about \$367,466 while used trommels go between \$175,000 and \$300,000. Staff feel like a slightly used trommel would be a better option to purchase. We missed out on one due to timing with the Board meeting. Staff would like approval to purchase a used trommel when another trommel is found.

Motion to approve the purchase of a used trommel at a not to exceed price of \$275,000.00 was made by Meyer and seconded by Lindor. Roll call vote:

Meyer – Yes Wright – Yes Lindor – Yes Gerde – Yes Larson – Yes Motion carried.

ATCC Land Purchase – The tech college would like to continue to use/lease the storage shed on the property that PDSWM will be purchasing until July 1, 2022.

Motion to approve a zero-cost lease to Alexandria Technical and Community College until July 1, 2022 and for full access to the Alexandria Technical and Community College shipping and receiving building was made by Meyer and seconded by Wright. Roll call vote:

Lindor – Yes Wright – Yes Meyer – Yes Gerde – Yes Larson – Yes Motion carried.

Bonding 2020 – Priority level 2 projects listed on the capital project included the ash metal recovery facility, landfill expansion, land purchase, compost facility, conveyor replacement, camera system, and digital signage. A plan for bonding will be presented at the June 18, 2020 board meeting.

The Pope/Douglas Board along with the Pope County Board have already approved a reimbursement resolution that include these projects. The Douglas County Board will vote on the reimbursement resolution on June 2, 2020.

Motion to approve Pope/Douglas staff to get a detailed plan with the plan and resolution being presented at the June 18, 2020 Board Meeting for Bonding 5.2 million dollars was made by Meyer and seconded by Wright. Roll call vote:

Larson – Yes Lindor – Yes Gerde – Yes Meyer – Yes Wright – Yes Motion carried.

Covid – 19 – Vrchota noted that all contractors are using masks and staying 6 feet away. We are following CDC guidelines. Our biggest concern is making sure we have PPE for our employees.

There being no further business, the meeting was adjourned at 10:15 a.m. by Chairman Gerde.

Pope/Douglas Solid Waste Management


Paul Gerde, Board Chairman

Attest:


Brooke Hellerman, Board Recording Secretary