

**Pope/Douglas Solid Waste Management
Regular Board Meeting
February 18, 2021**

Board Members Present: Paul Gerde, Jerry Wright, and Charlie Meyer

Board Members Present Remotely: Larry Lindor and Heather Larson

Others Present: Stephen Vrchota, Brooke Hellerman, Nathan Reinbold and Michael Martin

Chairman Gerde called the meeting to order.

The Pledge of Allegiance to the Flag was recited.

The February 18, 2021 Board Meeting Agenda

The Board received the agenda with the addition of Engineered Compost Systems. Motion to approve the amended agenda as presented was made by Wright and seconded by Lindor. Roll call vote:

Larson – Absent Gerde – Yes Meyer – Absent Wright – Yes Lindor – Yes

Motion carried.

The January 21, 2021 Regular Board Minutes - Motion to approve the January 21, 2021 minutes as written was made by Lindor and seconded by Wright. Roll call vote:

Gerde – Yes Meyer – Absent Wright – Yes Lindor – Yes Larson – Absent

Motion carried.

Financial Progress Report as of January 31, 2021 - Vrchota presented the Financial Progress report ending January 31, 2021 to the Board. He noted that with 8% of the year over with, revenues are behind for this time in 2020 by \$132,800.90 and expenses are down for this time in 2020 by \$208,065.28. A total of \$459,068.26 or 3.67% of the 2021 revenue budget has been received and a total of 4.98% of the expense budget has been spent.

Plant Operations Report - Tons of Pope and Douglas County waste received during January totaled 1,977.06 tons plus 4,429.38 tons of waste from other counties and 140.17 tons of recycling equal to 6,546.61 tons. Total tip fee for January 2021 was \$559,310.29.

Waste Received from Other Counties – During January 2021, the following waste was received from other counties:

	January Tons	January Income
Tri-County	3997.10	\$346,188.83
Stevens County	237.07	\$20532.63
Grant County	195.21	\$16,907.14
Total Tons & Total Income	4,429.38	\$383,628.60

January 2021 Unit Availability Report – The average for all 3 units is 90.2%

Unit 1 – Operated 100.00% or 744 Hours out of 744 Hours

Unit 2 – Operated 87.80% or 653 Hours out of 744 Hours for a scheduled cleaning outage.

Unit 3 – Operated 86.60% or 644 Hours out of 744 Hours for feed chute repair and cleaning outage.

Vrchota noted that we will have another week to two week outage in April for the crane installment. During the outage in the fall, there were inspections of items that will need to be repaired in the spring.

January 2021 Steam Sales –

Vrchota reported that Alexandria Technical & Community College has significant maintenance to do on their equipment to take steam and their steam contact with Pope/Douglas has expired.

	Monthly K lbs.	Fuel Price	January Income
3M	13,331	\$3.76	\$67,608.25
Alomere	3,584	\$3.76	\$19,783.68
Total	16,915		\$87,391.93

Turbine Generator Report – Megawatts of electricity totaling 334.92 (Generator 1 – 9.00 Megawatts and Generator 2 – 325.92 Megawatts) were produced in January. The demand saved in January 2021 was \$9,061.30 and the monthly total amount saved in avoided electrical costs was \$22,458.10.

Landfill Operations Report – Ash landfill expenses for January 2021 totaled \$46,790.41. January ash equaled 1,148.84 tons and fines 804.63 tons were received for January for a total of ash/fines of 1,953.47 tons. Average yearly cost per ton to operate the ash landfill is \$24.05 as of January 2021. A total of 90,000 gallons of leachate were removed with 4 loads to the City of Fergus Falls Wastewater Treatment Plant and 11 loads to the PDSWM facility for treatment.

Material Recycling Facility Operations Report – Of the total of 6,406.44 tons of waste received a total of 3,986.26 tons (62.2% of the total waste received in January was processed through the MRF facility). A total of 140.38 tons of recycling was removed during January or 3.5% of the waste processed.

Commodities shipped during January 2021 totaled 307.48 tons and 200 gallons of used motor oil. January income received for commodities sold was \$12,212.31.

Plant Maintenance Report – Vrchota presented pictures of pulse headers that will need to be replaced. The new pulse headers will be stainless steel to prevent corrosion. An extensive list of repairs is being compiled for staff and vendors to complete during the spring outage.

SCORE Programs

Organics Report

Residential Organics Tons January 2021 – .81

Reinbold reported the following topics:

- Organics are still feeling the effects of covid with tons still low.
- St. Lukes in Garfield and Pope County Courthouse have been set up bins through the business recycling grant.
- A meeting will be setup with both Pope and Douglas County Land and Resource Management Directors to go over their goals relating to the administration and enforcement for proposed solid waste ordinances.
- The new cap grant sell sheets are available on our website for phase II of the plant expansion. Senator Ingebrigtsen will be the lead author of the bill for this round.

January 2021 Bills – The Board received the January bill list totaling \$1,195,113.26. The highlighted bills were Alexandria Electric – Metal Recovery Conveyors, Crane, and Cameras; Anderson Crane – Belts; Bobcat Company – ToolCat and Attachments; CemSource – Annual Rata Testing; CenterPoint Energy – Gas; Douglas County Treasurer – Payroll Expenses; JR Miller & Associates – Facility Site Planning; Minncast – Grates; MCIT – Insurance; RDO Equipment – Vermeer Trommel for Metal Recovery; Star Equipment – MRF Door Repair.

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

Other Business

Capital Project Review – Vrchota noted that both Pope and Douglas County Boards approved bonding for phase I of the facility expansion. Vrchota added that we are allowed to spend on our part of the match. We will only get the States part of the match after a contract is signed and that may take a little time.

BMH Magnet Proposal – Vrchota noted that he had just received the installation cost for this magnet. This is an important magnet that pulls the metal material but the cost for installation came in higher than expected.

Bay 3 Door – Quotes were presented to the Board with the expectation that the amounts will be similar but slightly higher for installing and improving a new bay 3 door. These costs would count towards our matching dollars for the site improvements. This door would be another high speed open and close.

Motion was made by Lindor and seconded by Wright to approve a not to exceed cost of \$70,000.00 to replace the bay 3 door. Roll call vote:

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

Landfill Operation and Loader Discussion – There was a discussion on taking over the ash placement part of the operation at the landfill that Alex Rubbish and Recycling currently does for Pope/Douglas. Vrchota noted that A.R.R. believes the value of the loader at the landfill is worth about \$90,000 as it has had major engine and under carriage repairs within the last 5 years. There will be more discussion at the March 18th meeting.

Engineered Compost Systems – This firm was recommended by both composting systems in the metro area. They have worked with different climates so they are aware of the cold weather that we will need to deal with in Minnesota. The system is able to deal with different control variables.

Motion to move forward with Engineered Compost Systems for the design and build of the compost system for a not to exceed price of \$340,000 was made by Meyer and seconded by Larson. Roll call vote:

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

Annual Ash Landfill Monitoring Agreement – Motion to authorize the Pope/Douglas Solid Waste Management Board Chairman to sign the Water Monitoring Services Contract with Short Elliott Hendrickson (S.E.H. Inc.) for the not to exceed amount of \$40,900.00 was made by Meyer and seconded by Wright. Roll call vote:

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

Cell 3 Construction Agreement – Motion to authorize the Pope/Douglas Solid Waste Management Board Chairman to sign the Cell 3 Design and Construction Oversight agreement with Short Elliott Hendrick Inc. (S.E.H. Inc.) for a not to exceed amount of \$189,700 was made by Wright and seconded by Meyer.

Roll call vote:

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

Resolution #3 – 2021 SCORE Transfer –

RESOLUTION #3-2021

WHEREAS: The Pope/Douglas Solid Waste Management Board is responsible for administering the Recycling, Household Hazardous Waste, Waste Education, and all other SCORE items as required by the State of Minnesota;

WHEREAS: The funding furnished by the State of Minnesota is inadequate to support these programs;

WHEREAS: The 2021 budget for internal SCORE transfer is \$540,000.

WHEREAS: In previous years, additional programs were not funded but were taken out of the SCORE budget. Those items included partial payment for the organics collection truck, organics

collection, balance of the compost building. These programs have left the SCORE account with a negative balance. To balance the SCORE account a transfer is needed of \$393,315.94.

NOW, THEREFORE; BE IT RESOLVED, that the Pope/Douglas Solid Waste Management Board instructs the Douglas County Auditor/Treasurer to transfer \$540,000.00 from the operating account into the score account to cover the fund deficit and to comply with the matching fund requirement for Pope and Douglas Counties and an additional \$393,315.94 to balance the SCORE account as of 12/31/2020. A total transfer of \$933,315.94.

Pope/Douglas Solid Waste Management



Paul Gerde, Board Chairman

ATTEST:



Stephen Vrchota, Executive Director

Dated at Alexandria, Minnesota this 18th day of February 2021.

Motion to authorize the Board Chairman to sign Resolution #3 – 2021 was made by Meyer and seconded by Wright. Roll call vote:

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

Resolution #4 – 2021 Landfill Assurance Transfer –

RESOLUTION #4-2021

WHEREAS: The Pope/Douglas Solid Waste Management Board is the 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 \$3,000.00 into this fund from the operating account.

Pope/Douglas Solid Waste Management



Paul Gerde, Board Chairman

ATTEST:



Stephen Vrchota, Executive Director

Dated at Alexandria, Minnesota this 18th day of February 2021.

Motion to authorize the Board Chairman to sign Resolution #4 – 2021 was made by Lindor and seconded by Wright. Roll call vote:

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

Resolution #5 – 2021 Land Purchase Agreement –

RESOLUTION #5-2021

WHEREAS: The Pope/Douglas Solid Waste Management Board (the “Joint Board”) operates a solid waste management system, headquartered at 2115 Jefferson Street, in Alexandria, Minnesota, pursuant to the terms of a Third Amended Joint Powers Agreement between Pope County and Douglas County.

WHEREAS: The Joint Board approved Resolution 6 – 2019 for Pope/Douglas Solid Waste Management requesting funding for an expansion of the facility and Resolution #1 – 2021 approving of bonding for phase I of the facility expansion.

WHEREAS: The Board of Trustees of Minnesota State Colleges and Universities, on behalf of Alexandria Technical & Community College has declared said land surplus and authorized the sale of the land to PDSWM at their January 29, 2021 meeting.

NOW, THEREFORE; BE IT RESOLVED, that the Pope/Douglas Solid Waste Management Board approves the Purchase Agreement with Alexandria Technical & Community College for a price of Seven Hundred Thirty-One Thousand Four Hundred Thirty-Four and 65/100 Dollars (\$731,434.64) and approves the Post – Sale Agreement with Alexandria Technical & Community College. This motion also authorizes the Pope/Douglas Solid Waste Management Executive Director to sign the Purchase Agreement and the Post Sale Agreements.

Pope/Douglas Solid Waste Management



Paul Gerde, Board Chairman

ATTEST:


Stephen Vrchota, Executive Director

Dated at Alexandria, Minnesota this 18th day of February 2021.

Motion to authorize the Board Chairman to sign Resolution #5 – 2021 was made by Meyer and seconded by Wright. Roll call vote:

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

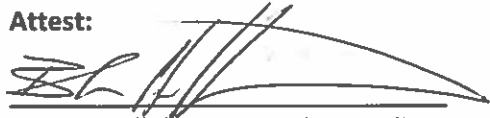
There was a discussion on purchasing the property that Pope Douglas Solid Waste Management currently sits on. This may need to be done before final design of the MRF. Vrchota will work with the technical college on obtaining an appraisal.

There being no further business, the meeting was adjourned at 9:09 a.m. by Chairman Gerde.

Pope/Douglas Solid Waste Management



Paul Gerde, Board Chairman

Attest:


Brooke Hellefman, Board Recording Secretary