

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

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

Board Members Present Remotely: Larry Lindor

Others Present: Brooke Helleman, Michael Martin, Nick Trinko, Stan Nelson III, Michael Martin, Brad Schultz, and Nathan Reinbold

Others Present Remotely: Stephen Vrchota

Chairman Gerde called the meeting to order.

The Pledge of Allegiance to the Flag was recited.

The March 18, 2021 Board Meeting Agenda

Motion to approve the agenda as presented was made by Meyer and seconded by Larson. Roll call vote:

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

The February 18, 2021 Regular Board Minutes - Motion to approve the February 18, 2021 minutes as written was made by Lindor and seconded by Wright. Roll call vote:

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

Financial Progress Report as of February 28, 2021 - The Financial Progress report ending February 28, 2021 was presented to the Board. With 17% of the year over with, revenues are behind for this time in 2020 by \$143,393.16 and expenses are up for this time in 2020 by \$36,778.91. A total of \$1,439,463.39 or 11.50% of the 2021 revenue budget has been received and a total of 14.80% of the expense budget has been spent. The Board also received the funds report and revenue and expenditure reports.

Motion to approve the financial reports was made by Wright and seconded by Larson. Roll call vote:

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

Plant Operations Report - Tons of Pope and Douglas County waste received during February totaled 1,839.02 tons plus 4,415.52 tons of waste from other counties and 121.77 tons of recycling equal to 6,376.31 tons. Total tip fee for February 2021 was \$547,743.59.

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

	February Tons	YTD Tons	February Income	YTD Income
Tri-County	3,956.83	7,953.93	\$342,701.05	\$688,889.88
Stevens County	284.84	521.91	\$24,669.99	\$45,202.62
Grant County	173.85	369.06	\$15,057.15	\$31,964.29
Total Tons & Total Income	4,415.52	8,844.90	\$382,428.19	\$766,056.79

February 2021 Unit Availability Report – The average for all 3 units is 93%. Vrchota added that the units will be shutting down the weekend before April 5th with contractors arriving at the facility on April 5th to begin the crane replacement. The minimum down time will be 11 days for the outage.

Staff will try for an 89 – 90%-unit availability for the year.

Unit 1 – Operated 84.80% or 570 Hours out of 672 Hours for a scheduled cleaning outage.

Unit 2 – Operated 100.0% or 672 Hours out of 672 Hours.

Unit 3 – Operated 99.70% or 670 Hours out of 672 Hours for ash chain repair.

February 2021 Steam Sales –

	Monthly K lbs.	YTD K lbs.	Fuel Price	February Income	YTD Income
3M	15,715	29,046	\$3.88	\$80,030.17	\$147,638.42
Alomere	2,449	6,033	\$3.88	\$12,832.76	\$32,616.44
Total	18,164	35,079		\$92,862.93	\$180,254.86

Turbine Generator Report – Megawatts of electricity totaling 354.10 (Generator 1 – 42.62 Megawatts and Generator 2 – 311.48 Megawatts) were produced in February. The demand saved in February 2021 was \$9,048.90 and the monthly total amount saved in avoided electrical costs was \$23,212.90.

Landfill Operations Report – Ash landfill expenses for February 2021 totaled \$46,289.84. February ash equaled 1,348.04 tons and fines 860.93 tons were received for February for a total of ash/fines of 2,208.97 tons. Average yearly cost per ton to operate the ash landfill is \$22.48 as of February 2021. A total of 66,000 gallons of leachate were removed with 1 load to the City of Fergus Falls Wastewater Treatment Plant and 10 loads to the PDSWM facility for treatment.

Trinka shared pictures with the Board of the facility in operation. Only old ash has been processed through the facility at this time. They are getting close to shipping a load of nonferrous material. The budget for the operation was based on market low prices last year. The price of scrap metal has gone up significantly since then.

Material Recycling Facility Operations Report – Of the total of 6,254.34 tons of waste received a total of 4,101.73 tons (65.60% of the total waste received in February was processed through the MRF facility). A total of 127.68 tons of recycling was removed during February or 3.1% of the waste processed.

Commodities shipped during February 2021 totaled 224.16 tons and 200 gallons of used motor oil. Year to date 531.64 tons of commodities have shipped along with 400 gallons of used oil. February income received for commodities sold was \$35,918.39 and year to date \$48,130.70.

Dalum noted that the magnet in the MRF is getting weak but it will be replaced soon. He has been having conversations and lining up to tour facilities that accept our commodities.

Plant Maintenance Report – Schultz and Nelson reported the following:

- Multiple chillers were changed out that needed replacement.
- Some contractors are already on site to do some pre-wiring for the cranes and to install more platforms.
- Crane cables have been replaced to keep the crane in operation until the new crane is installed.

SCORE Programs – Reinbold reported the following topics:

- A new brewery in Glenwood is interested in having an organics drop site at their location.
- The quarterly waste hauler meeting was on March 16th.
- There is a reduce the waste food challenge starting April 19th. People will learn how to shop, save and store food.
- The new Pope Douglas website will be up and running at the beginning of April. This will include a Waste Warrior program for residents to type in what they are looking to get rid of and it will tell them where they can do it.
- Minnesota Waste Wise will be focusing on multifamily recycling in Pope and Douglas Counties.
- The subcommittee for the ordinance will meet on March 23rd.
- The Pope County Clean Up Day is scheduled for May 22nd.

February 2021 Bills – The Board received the February bill list totaling \$419,935.05. The highlighted bills were Alexandria Electric – Metal Recovery Conveyors, Crane, and Cameras; Fastenal – Equipment Maintenance and Safety Supplies; Nova – Fire Alarm System; PTS Power – Equipment Maintenance; Richmond Engineering Works – Equipment Maintenance; Short Elliot Hendrickson – Monitoring and Engineering Services; Stoel Rieves – Waste Designation.

Motion was made by Meyer 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 he along with a couple other staff members just finished with the testing of the new cranes down in Houston. They simulated the operation of the cranes and the first crane should arrive to Pope Douglas on April 2nd or 3rd. Pictures of the crane, chair, and pedestal were shared with the Board.

Land Purchase – The firing range on the ATCC property did have some lead contamination. As part of the agreement, it will require ATCC to follow MPCA guidelines for cleaning the property. The MPCA will give both ATCC and Pope/Douglas a letter clearing the property. Vrchota noted that there was not clear title of the property as some of the documents still listed the school district as the owner.

There was also a discussion on purchasing the property of the current site that Pope Douglas is on. To build the MRF as we are planning, we would need to secure the property that we currently occupying and to make the property one parcel.

Landfill Operation and Loader Discussion – Trinka information on loaders to the Board. Used loaders like the one Alex Rubbish as for sale range from \$67,500 - \$179,500. With a new loader priced at \$580,000. This type of loader is not common in Minnesota so most of those would have to be shipped from out of state. Alex Rubbish has noted that they could exit the agreement as soon as April 1, 2021 and would sell the 2005 973C Cat for \$87,500. This loader has recently had the engine rebuild and undercarriage and track replaced.

Motion was made by Meyer and seconded Wright by to approve the purchase of the loader from Alex Rubbish and Recycling for a not to exceed cost of \$87,500.00 and to end the ash placement agreement with Alex Rubbish and Recycling. Roll call vote: Gerde – Yes Larson – Yes Lindor – Yes Meyer – Yes Wright – Yes Motion carried.

Facility Radios – Nelson presented information from both Brandon Communications and Granite Electronics to replace our analog radios. We will soon need to switch to digital radios. The Granite Electronics bid came in at \$46,320 but did not include base radios and the Brandon Communications bid came in at \$39,016 but would be able to use some of our current owned accessories.

Motion to approve the purchase of the Kenwood Radios through Brandon Communications for a not to exceed cost of \$39,016.00 was made by Meyer and seconded by Larson. Roll call vote: Gerde – Yes Larson – Yes Lindor – Yes Meyer – Yes Wright – Yes Motion carried.

Safety Survey – Schultz presented a recent safety survey to the Board. Safety team will be doing periodic safety surveys to the employees. A common item was that employees could use more training.

Schultz present the quotes for 4 different training programs. Safety Skills came in with the lowest bid at \$3,384.00 and only has a one-year contract where the other companies have a 2+ year contract.

Motion to approve the safety training program of Safety Skills for a not to exceed cost of \$3,384.00 was made by Larson and seconded by Lindor. Roll call vote:

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

Insurance – Engineering & Inspection Services – A consulting services agreement was presented to the Board from Global Risk Consultants which was recommended by MCIT. This is a requirement for outside insurance. The other facilities are moving forward with Global Risk Consultants as well.

Motion to approve the consulting services agreement with Global Risk Consultants for a not to exceed cost of \$13,948.50 was made by Larson and seconded by Wright. Roll call vote:

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

There being no further business, the meeting was adjourned at 9:56 a.m. by Chairman Gerde.

Pope/Douglas Solid Waste Management



Paul Gerde, Board Chairman

Attest:



Brooke Hellerman, Board Recording Secretary