



## COMMITTEE MEETING MINUTES

### WAYS & MEANS COMMITTEE

FEBRUARY 27, 2018

Christine Husom, District 1  
Darek Vetsch, District 2  
Mark Daleiden, District 3  
Michael Potter, District 4  
Charles Borrell, District 5

DATE APPROVED: [DATE]

**Members Present:** Borrell, Husom, and Vergin (for L. Kelly)

**Members Absent:**

**Others Present:** Bill Stephens

**THESE MINUTES ARE IN DRAFT FORMAT AND REQUIRE APPROVAL BY THE COUNTY BOARD**

#### I. Hire Of Consulting Firm To Assist In The Update Of The Wright County Solid Waste Management Plan

Environmental Health Supervisor Bill Stephens distributed two documents: "SWMP Update Comparison," and "Wright County Solid Waste Fund Analysis" (see attachments). He requested permission to update the County Solid Waste Management Plan (County Plan) utilizing the services of a consultant. In the past, the update was done in-house, with help from the Minnesota Pollution Control Agency (MPCA). The programs are changing now. Two years ago, the Metropolitan Solid Waste Management Policy 2016-2036 (Metro Policy) was updated. Stephens is anticipating that the County will see more issues regarding solid waste management over the next ten years as the population grows. The County Plan is for ten years. Stephens feels it is prudent to observe what is happening in the Metro area as the population expands there. As the influx of population moves closer, he can plan for the impact it will have on County programs.

Stephens said plan requirements have changed since the last update in 2007. The State now requires a solid waste plan to be formatted by program areas, such as organics, electronics, industrial solid waste, construction demolition, and others. More detail will be required regarding the type of things the County will address.

Stephens said theoretically, the County could produce a Solid Waste Management Plan in-house, but it would not likely be as good a document as will be needed over the next ten years. The County Plan wouldn't address whether or not a landfill is needed, but rather, indicate how various materials will be managed. The State deals with landfill space requirements as they arise.

The State produces an annual goal volume table indicating the amount of solid waste expected to be generated over the next ten years in Wright County. Stephens said the table is used to guide County programs related to the projected increase or decrease of various waste materials. If the numbers are incorrect within any program area in five years, the County Plan can be amended. Commissioner Christine Husom said if the updated plan is required, it is important to provide a good product. Things are changing so fast with waste management that predictions are showing less and less need for landfills.

Stephens said the influence in the highly populated areas is volume of materials generated. In outstate Minnesota, the issues are more related to transportation due to the space between landfills. The County is trending away from transportation and toward quantity of materials.

Stephens said he emailed most of the Solid Waste Officers in the State and asked whether they had updated their solid waste management plans lately, and if so, to provide the cost, and the name of their consultant, if any. A handful responded. He referred to the SWMP attachment for details. Stephens said he spoke with the respondents who used a consultant. Most felt it was convenient and very beneficial, as the consultant had access to information that individual counties may not be able to acquire. Stephens said the general average amount paid for a consultant was \$14,300.

Stephens said at the end of January 2018, the SCORE (Select Committee On Recycling and the Environment) Fund had a balance of a little more than \$1 million. He has been trying to save money for the last ten years to prepare for potential changes in programs and infrastructure. SCORE FUNDS are dedicated to waste management, administration, and planning.

Stephens said the County is required to have a Solid Waste Management Plan, approved by the MPCA, in order to receive the SCORE funds. The County receives a little over \$377,000 annually. Assistant County Coordinator Susan Vergin said those funds filter down to the townships and municipalities. Stephens said they are used for the recycling and reimbursement program. The County allocates approximately \$225,000 to \$250,000 per year in quarterly recycling grants and community cleanup reimbursements to the cities and townships. Stephens said they use about 60 to 65 percent of the annual SCORE money. The County uses the rest to run programs. There has been no need to tap into any General Revenue dollars for many years. He added that if the program expands and the County population increases and more people are using the programs, the SCORE fund will probably start to deplete over time. In that case, in five or ten years, he may need to ask for General Revenue dollars to support the solid waste management program. The SCORE Fund includes a base allocation to each county and also factoring in a county's population. The more the County population grows, the more the SCORE Fund grows.

Borrell said the money is there for this purpose. Stephens said proposed legislation states that a County has to have an approved plan that addresses certain program areas to be able to apply for State grants.

**RECOMMENDATION: Authorize Stephens to send out a Request For Proposals if required by County policy. If not, Stephens may proceed with acquiring bids for a consultant for the County Solid Waste Management Plan.**

SWMP Update comparison						
County	Year of update	Written by	Firm	Approx. Cost per county		
Becker	2013	in house				
Brown		in house				
Clearwater	in progress (2018)	in house				
Crow Wing	2013	in house				
ECSWC - 5 counties (Chisago, Isanti, Kanabec, Mille Lacs, Pine)	2016	in house (should have used consultant)				
Kittson, Marshall, Lake of the Woods, Pennington, Roseau	2016	consultant	S-E-H	\$13,925.00		
Koochiching		in house				
Morrison	2017	consultant	Terracon (Liesch)	\$15,000.00		
Polk, Beltrami, Norman, Mahnomen	2014	consultant	Wenck	\$12,500.00		
Red Lake	in progress (2018)	in house				
Steele	2014	consultant	S-E-H	\$16,000.00		
Wabasha	2015	in house				
<b>Average cost</b>						<b>\$14,356.25</b>

WRIGHT COUNTY  
SOLID WASTE FUND  
ANALYSIS

		Department 391	Department 392	Department 393	
<b>Revenues</b>					
Score Grant	G	0.00	0.00	0.00	0.00
Tri Grant	L	0.00	0.00	0.00	0.00
Fees	F	0.00	0.00	3,828.31	3,828.31
Grant Match	M	0.00	0.00	0.00	0.00
Interest	I	0.00	0.00	0.00	0.00
<b>Expenses</b>					
Recycling	R	0.00	0.00	(58,147.60)	(58,147.60)
Clean Up Grants	C	0.00	0.00	(1,943.38)	(1,943.38)
Enviromental Officer	E	0.00	0.00	0.00	0.00
Other Activity	O	0.00	0.00	(2,042.09)	(2,042.09)
Utilities	U	0.00	0.00	(7,213.42)	(7,213.42)
<b>2018</b>		291,662.25	(0.00)	1,049,024.72	1,340,686.97