



**MEETING NOTICE**  
**PARTNERSHIP ON WASTE AND ENERGY BOARD**

**Date:** Thursday, January 28, 2021  
**Time:** 12:30 pm - 2:00 pm  
**Virtual Meeting:** <https://zoom.us/j/95610284140?pwd=d0VSZUs4VGtLRkNZOTJ1MG1NUzM1UT09>  
**Phone:** +1 651-372-8299 | **Meeting ID:** 956 1028 4140 | **Passcode:** 159694

*The Chair of the Partnership on Waste and Energy Board has determined that an in-person meeting is not practical or prudent because of the COVID-19 pandemic and the declared state and local emergencies. Commissioners will participate by telephone or other electronic means and the Board meeting will be conducted pursuant to and in compliance with Minnesota Statute 13D.021 and 13D.04 Subd. 3. Members of the public will be able to watch the public meeting live online.*

**AGENDA**

1. Call to Order, Remote Meeting Statement, Introductions, Commissioner Roll Call
2. Approval of Agenda Action      Page 1
3. Approval of Minutes of December 10, 2020 Action      Page 2
4. Recognize Zack Hansen Upon His Retirement Action      Page 8
5. Business
  - a. Governing Board Leadership for 2021 Information      Page 11
  - b. Amendment to Agreement with Great Plains Institute, Inc. Action      Page 13
6. Updates and Reports
  - a. Legislative Session Preview Information      Page 21
7. Other
8. Adjourn

**NEXT MEETING**

Thursday, June 24, 2021 | 12:30-2:00 PM | Zoom Meeting



**PARTNERSHIP ON WASTE AND ENERGY BOARD  
DECEMBER 10, 2020**

A meeting of the Partnership on Waste and Energy (PWE) was held as a remote Zoom meeting at 1:00 p.m. on Thursday, December 10, 2020 as a virtual meeting. Essential staff participants met at the Ramsey County Environmental Health Office, 2785 White Bear Avenue North, Suite 350, Maplewood, Minnesota. Other participants joined through Zoom.

*The Chair of the Partnership on Waste and Energy Board has determined that an in-person meeting is not practical or prudent because of the COVID-19 pandemic and the declared state and local emergencies. Commissioners will participate by telephone or other electronic means and the Board meeting will be conducted pursuant to and in compliance with Minnesota Statute 13D.021 and 13D.04 Subd. 3. Members of the public will be able to watch the public meeting live online.*

**MEMBERS PRESENT**

Commissioner Debbie Goettel – Hennepin County  
Commissioner Fran Miron – Washington County  
Commissioner Victoria Reinhardt – Ramsey County

**ATTENDING AT RAMSEY ENVIRONMENTAL HEALTH, MAPLEWOOD**

Leigh Behrens, Zack Hansen, Kevin Magnuson, John Ristad, Nikki Stewart, Jody Tharp, Jordan Thone, Kris Wehlage

**ATTENDING REMOTELY**

Dave Benke, Katelyn Bocklund, Shannon Conk, Dan Donkers, Leslie Duling McCollam, Jamie Giesen, Tony Hainault, Sam Hanson, Sam Holl, Filsan Ibrahim, John Jaimez, Hannah Keller, Andrea McKennan, Dave McNary, Leo Moreno, Logan O'Grady, Melissa Peck, Sam Richie, Mark Riegel, John Springman, Britta Torkelson, Jeff Travis, Ryan Tritz, Rob Vanasek, Margaret Vesel, Kevin Walli, Sam Walseth

**CALL TO ORDER AND COMMISSIONER ROLL CALL**

Chair Goettel called the meeting to order at 1:00 pm. The statement regarding conduct of a remote meeting was read. A roll call of commissioners was conducted.

**APPROVAL OF AGENDA AND SEPTEMBER 24, 2020 MINUTES**

Chair Goettel proposed approval of the agenda and minutes together. Commissioner Miron moved, seconded by Commissioner Reinhardt, to approve the December 10, 2020 agenda and September 24, 2020 minutes.

Roll Call:	<u>Commissioner</u>	<u>Yay</u>	<u>Nay</u>
	Goettel	X	
	Miron	X	
	Reinhardt	X	

Ayes: 3    Nays: 0    Motion Carried.

## BUSINESS

### 2021 PWE Budget

Kris Wehlage, R&E accounting manager, presented the 2021 PWE Budget. Highlights include:

- Program contributions remain the same as 2020 for PWE members.
- Funding for Business Waste & Recycling Guide is decreased; this work will be completed by a Ramsey County intern.
- A battery recycling campaign has been added for coordinated messaging across counties.
- An Emerald Ash Borer (EAB) program has been added to evaluate options for wood waste management.
- Contingency funds have been added.
- Carryover funds have been added from 2019 commercial waste sort, 2020 energy policy development services, and miscellaneous savings from prior years.

Commissioner Reinhardt moved, seconded by Commissioner Goettel, to approve the 2021 PWE budget. The PWE Board:

- Approves the 2021 Partnership Budget.

Roll Call:	<u>Commissioner</u>	<u>Yay</u>	<u>Nay</u>
	Goettel	X	
	Miron	X	
	Reinhardt	X	

Ayes: 3    Nays: 0    Motion Carried.

### 2021 PWE Legislative Platform and Legislative Update

#### ***Proposed Legislative Platform***

Tony Hainault, Hennepin County Environment and Energy, introduced the proposed 2021 legislative platform. Staff seeks approval of the platform from the PWE Board.

A draft one-page example demonstrates how staff intend to further expand the platform to address specific subjects.

Commissioner Reinhardt noted appreciation for the succinct new format and suggested that one-pagers on specific subjects will be helpful for legislators. She asked whether the language in the example one-pager of “prescription drugs” should be reconsidered. Commissioners Goettel noted that veterinary drugs and supplements should also be included. Commissioner Miron concurred. A change to “prescription and over-the-counter drugs” was recommended; staff will make the recommended change.

Commissioner Reinhardt moved, seconded by Commissioner Goettel, to approve the 2021 legislative platform. The PWE Board:

- Approves the 2021 Partnership Legislative Platform.

Roll Call:	<u>Commissioner</u>	<u>Yay</u>	<u>Nay</u>
	Goettel	X	
	Miron	X	
	Reinhardt	X	

Ayes: 3    Nays: 0    Motion Carried.

**Legislative Update from Lobbyists**

Sam Richie, Fryberger Law, presented an overview of changes to the Minnesota legislature. It remains the only divided legislature in the country, and both majorities are narrower than in the previous term. Richie reviewed changes in leadership and committee assignments.

Rob Vanasek, Capitol Hill Associates, presented an overview of changes in House leadership, committee assignments and structure. House Speaker Hortman notified members that all House staff will telecommute through May 31. Additionally, House space is closed to the public. Senate Majority Leader Gazelka hopes to have hybrid public Zoom meetings, with committee members in the room.

A \$641 million surplus through June was announced. A special session begins December 14 and is anticipated to address funding for small businesses. The House Speaker is proposing restrictions for legislators and committees, limiting the number of bills to 12 per house member.

Sam Richie noted that the odds of a smaller bonding bill in a non-bonding year are a good.

**Contract Renewal – Fryberger Law Firm**

Sam Holl, R&E contract manager, presented the renewal agreement with Fryberger Law Firm through 2023.

Commissioner Goettel moved, seconded by Commissioner Miron, to approve the agreement with Fryberger Law Firm for the term January 1, 2021 through December 31, 2023. The PWE Board:

- Approves agreement with Fryberger Law Firm with a term of January 1, 2021 through December 31, 2023, in an amount not to exceed \$74,925.
- Authorizes the chair to execute the agreement upon approval as to form by the county attorney.

Roll Call:	<u>Commissioner</u>	<u>Yay</u>	<u>Nay</u>
	Goettel	X	
	Miron	X	
	Reinhardt	X	

Ayes: 3    Nays: 0    Motion Carried.

**Certificate of Need Letter to Metro Landfills**

Nikki Stewart, Washington County and PWE Lead Staff, presented information on certificate of need (CON) requests from metropolitan area county landfills.

The MPCA issued notice of intent in July 2020 to accept CON requests, as resource recovery facilities serving the metro area were at full capacity during the first quarter 2020. MPCA is required to certify need only to the extent that there are no feasible or prudent alternatives to land disposal. CON letters may come from the PWE on behalf of Hennepin, Ramsey and Washington counties. Each county has received requests for CON letters from landfills.

Commissioner Miron moved, seconded by Commissioner Reinhardt, to authorize all commissioners to sign the CON requests letter. The PWE Board:

- Authorizes all commissioners to sign the letter provided to landfills from Twin Cities metropolitan area requesting letters from the counties for CON requests.

Roll Call:	<u>Commissioner</u>	<u>Yay</u>	<u>Nay</u>
	Goettel	X	
	Miron	X	
	Reinhardt	X	

Ayes: 3    Nays: 0    Motion Carried.

### **2021 Board Meeting Schedule**

Dave McNary, Hennepin County and PWE Lead Staff, stated that, while the PWE joint powers agreement requires a minimum of three meetings per year, staff are recommending four meetings in 2021.

Commissioner Reinhardt moved, seconded by Commissioner Goettel, to approve the 2021 PWE Board meeting schedule. The PWE Board:

- Approves the 2021 meeting calendar.
- The January and June meetings will be held remotely on Zoom; the September meeting will be held at the office of Ramsey County Environmental Health located at 2785 White Bear Avenue North, Suite 350, Maplewood, MN 55109, and the December meeting will be held at the Hennepin Energy Recovery Center located at 505 North 6th Avenue, Minneapolis, MN 55405; the September and December meetings could be held remotely on Zoom, depending on the status of the COVID-19 pandemic.

Roll Call:	<u>Commissioner</u>	<u>Yay</u>	<u>Nay</u>
	Goettel	X	
	Miron	X	
	Reinhardt	X	

Ayes: 3    Nays: 0    Motion Carried.

### **OTHER**

#### **Great Plains Institute (GPI) Update**

Katelyn Bocklund, GPI program manager, presented findings of the GPI report “Policy and Regulatory Considerations to Develop Food Waste Digestion in Minnesota.” Report highlights include:

- External policies supporting anaerobic digestion (AD) in MN: Renewable fuel standard and clean fuels policies.
- Internal policies supporting AD in MN: Bioincentive programs, renewable energy standards, state general obligation bonding, MN Business First Stop
- Barriers of existing policies: Offtake agreements (finding vehicle users in other states who can use the energy), getting product to markets, high competition from wind and solar, underfunding and competitive nature of existing programs.
- Policy highlights from other states, including California, Iowa, Oregon and Wisconsin.
- New policy objectives: Passing the Natural Gas Innovation Act, implementing a MN clean fuels policy, exploring ways to encourage biogas as a source of renewable electricity, exploring feasibility of implementing a cap-and-trade program.
- Avenues to address shortcomings in existing policy and programs: Increasing state funding for MN Business First Stop, fully funding the Bioincentive Program, supporting grant-making through state general obligation bonds or other funding sources, creating a greenhouse gas reduction grant program.

- Agency actions needed: Outlining permitting process for AD on MPCA's website, recognizing AD as a viable and preferred food management solution, identifying a permitting navigator for project developers on MPCA's website, limiting or banning PFAs in consumer products and industrial uses.

Commissioner Reinhardt said the report clarifies that it is possible more can be accomplished through federal action than through states, counties and communities.

Commissioner Goettel noted that a link to jobs creation was not included. Bocklund said it was considered out of scope for this specific study, and it could be addressed under a different study.

Commissioner Goettel inquired about the amount of time needed for permitting. Bocklund said that, while dependent on project complexity, the permitting efficiency law requires a maximum of 150 days, and MPCA and other agencies have been meeting that 150 days.

### **Battery Recycling Campaign Update**

Hannah Keller, Washington County environment specialist, presented an overview of the battery recycling campaign currently under development.

- Purpose: Develop uniform and consistent messaging on battery disposal in Hennepin, Ramsey and Washington counties.
- Objectives: Increase consumer awareness of household battery disposal dangers and proper battery disposal options; decrease battery presence at waste facilities; increase consumer battery drop off at county household hazardous waste sites.
- Audience, Messaging: Consumer education for all Hennepin, Ramsey and Washington county residents regarding fire-causing batteries in consumer electronics (e.g. cellphones, e-readers, tablets, toys); consumer responsibility for proper storage and disposal of batteries and electronics; each county accepts all batteries for disposal at their hazardous waste facilities.
- Deliverables: A video of battery fire with battery disposal information, informational PDFs, social media campaign assets/toolkit, website banners, shareable videos and images of battery fires.
- Timeline: Several points in the year the campaign will focus on were highlighted.

Commissioner Miron asked whether fire departments or state fire commissioners have been identified as potential partners. Keller stated that they will be identified and included as key stakeholders.

Dave McNary shared that the City of Minneapolis will locate battery drop-offs at fire stations beginning in 2021 and believes that plan could be rolled out to other municipalities as well.

Commissioner Goettel asked if the focus was on lithium batteries or all types, and whether non-lithium batteries will be recycled. Keller indicated all types of batteries will be addressed. McNary added that Hennepin currently recycles all batteries that are brought in.

### **ADJOURN**

Commissioner Goettel called the meeting adjourned at 2:14 pm.

### **NEXT MEETING:**

Thursday, January 28, 2021 | 12:30-2:00 PM | Zoom Meeting

ATTESTED TO:

Approved: \_\_\_\_\_  
Chair, Governing Board  
January 28, 2021

Approved: \_\_\_\_\_  
January 28, 2021



**PARTNERSHIP ON  
WASTE AND ENERGY**  
HENNEPIN | RAMSEY | WASHINGTON

<b>PARTNERSHIP MEETING DATE:</b>	January 28, 2021	<b>AGENDA ITEM:</b>	4.
<b>SUBJECT:</b>	Recognize Zack Hansen Upon His Retirement		
<b>TYPE OF ITEM:</b>	<input type="checkbox"/> INFORMATION	<input type="checkbox"/> POLICY DISCUSSION	<input checked="" type="checkbox"/> ACTION
<b>SUBMITTED BY:</b>	PWE Lead Staff		

**PWE BOARD ACTION REQUESTED:**

Approve resolution recognizing Zack Hansen upon his retirement.

**EXECUTIVE SUMMARY:**

Zack Hansen, Ramsey County Environmental Health Division Director, has had an outstanding career of public service in environmental health and working on waste, recycling, and energy programs and policy. In particular, Zack was a key partner in the establishment of the PWE with the three counties. Prior to the PWE, the Solid Waste Management Coordinating Board (SWMCB) was a similar organization of the metro counties working together on waste and recycling to meet county waste plan responsibilities as well as policy development to further waste plan goals. Zack helped lead and guide the counties in the transition from SWCMB to the PWE including the development of a joint powers agreement, website development, PWE Governing Board protocol, processes, and required documents, and the PWE's legislative platform and priorities, just to name a few.

Zack will be greatly missed. We want to take a moment to recognize Zack for his time and commitment to the PWE and its establishment as well as previous work on a coordinated metro region approach to waste management and energy issues.

**ATTACHMENTS:**

1. Draft Resolution

**FINANCIAL IMPLICATIONS:**

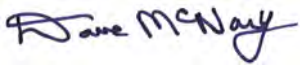
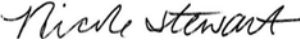


None.

PARTNERSHIP ON WASTE AND ENERGY  
HENNEPIN | RAMSEY | WASHINGTON

2785 White Bear Avenue North, Suite 350 | Maplewood, MN 55109  
info@morevaluelesstrash.com | 651-266-1199



**SUBJECT:** *Recognize Zack Hansen Upon His Retirement*

AUTHORIZED SIGNATURES		DATE
Hennepin County		1/16/21
Recycling & Energy		1/15/21
Washington County Attorney		1/15/21
Ramsey County Attorney		1/15/21



**Resolution PWE-2021-01**  
**Recognizing Zack Hansen Upon His Retirement**

WHEREAS, The Partnership on Waste and Energy (the Partnership) is a joint powers board of Hennepin, Ramsey and Washington counties collaborating on solid waste programs, policy and planning to meet county waste reduction, recycling and resource recovery goals set forth by the state of Minnesota; and

WHEREAS, The Partnership has determined a need for collaboration in certain areas of waste management, including legislation and policy development, communication and outreach, planning and evaluation of waste processing and other selected programs; and

WHEREAS, Zack Hansen serves on the Ramsey/Washington Recycling & Energy (R&E) Joint Leadership Team on behalf of Ramsey County; and

WHEREAS, Ramsey/Washington Recycling & Energy (R&E) is a member of the Partnership, and Zack has served in a staff leadership role on the Partnership and was instrumental in the development of the Partnership; and

WHEREAS, As demonstrated by his leadership as a member of the Solid Waste Management Coordinating Board and the Partnership, Zack has been committed to partnering regionally to improve the metro waste management system through joint programs, services and coordination on policy development; and

WHEREAS, Zack is a recognized leader on waste and recycling and the intersection with energy policy such as regionally addressing wood waste management from invasive pests like the emerald ash borer and prioritizing biomass energy production where other waste management methods are not feasible; NOW, THEREFORE, BE IT

RESOLVED, The Governing Board hereby expresses its gratitude to Zack Hansen for his leadership and dedication to the Partnership and its goals seeking to end waste, promote renewable energy and enhance the health and resiliency of communities while advancing equity and responding to challenges of a changing climate; and

BE IT FURTHER RESOLVED that the Governing Board wishes Zack Hansen well in his upcoming retirement.

\_\_\_\_\_  
Chair, Governing Board

1/28/2021

Date

\_\_\_\_\_  
Attest, Vice Chair

1/28/2021

Date



**PARTNERSHIP ON  
WASTE AND ENERGY**  
HENNEPIN | RAMSEY | WASHINGTON

<b>PARTNERSHIP MEETING DATE:</b>		January 28, 2021		<b>AGENDA ITEM:</b>		5.a	
<b>SUBJECT:</b>		Governing Board Leadership for 2021					
<b>TYPE OF ITEM:</b>		<input checked="" type="checkbox"/>	INFORMATION	<input type="checkbox"/>	POLICY DISCUSSION	<input type="checkbox"/>	ACTION
<b>SUBMITTED BY:</b>		PWE Lead Staff					

**PWE BOARD ACTION REQUESTED:**

None.

**EXECUTIVE SUMMARY:**

The joint powers agreement (JPA) of the Partnership on Waste and Energy (PWE) states the Governing Board shall include the chair and vice chair of the Recycling & Energy (R&E) Board and a commissioner appointed by Hennepin County, resulting in a representative commissioner from each of Ramsey, Washington, and Hennepin counties. In the same manner as the R&E Board leadership has two-year terms, PWE members serve two-year terms.

The 2021 R&E Board commissioners on the PWE will be determined at the R&E Board meeting on the morning of January 28, 2021. The Hennepin County board appointed Commissioner Debbie Goettel to the first year of a two-year term at its organizational meeting on January 5, 2021. Since leadership of the PWE for chair and vice chair rotates annually by county name in alphabetical order, the 2021 PWE chair will be the Ramsey County commissioner elected to chair the R&E Board, and the PWE vice chair will be the Washington County commissioner elected to be vice.

R&E Board action to name alternates on the PWE Governing Board will occur at the R&E Board meeting prior to the PWE Board meeting, both scheduled on January 28, 2021. The Hennepin County board appointed Commissioner Chris LaTondresse as the PWE alternate at its organizational meeting on January 5, 2021.

**ATTACHMENTS:**

None.

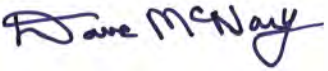

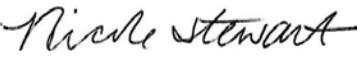


**FINANCIAL IMPLICATIONS:**

None.

PARTNERSHIP ON WASTE AND ENERGY  
HENNEPIN | RAMSEY | WASHINGTON

2785 White Bear Avenue North, Suite 350 | Maplewood, MN 55109  
info@morevaluelesstrash.com | 651-266-1199

**SUBJECT:** *Governing Board Leadership for 2021*

AUTHORIZED SIGNATURES		DATE
Hennepin County		1/16/21
Recycling & Energy		1/15/21
		1/15/21
Ramsey County Attorney		1/15/21
Washington County Attorney		1/15/21



**PARTNERSHIP ON  
WASTE AND ENERGY**  
HENNEPIN | RAMSEY | WASHINGTON

PARTNERSHIP MEETING DATE:			January 28, 2021		AGENDA ITEM:		5.b	
SUBJECT:		Amendment to Agreement with Great Plains Institute, Inc.						
TYPE OF ITEM:		<input type="checkbox"/>	INFORMATION	<input type="checkbox"/>	POLICY DISCUSSION		<input checked="" type="checkbox"/>	ACTION
SUBMITTED BY:		PWE Lead Staff						

**PWE BOARD ACTION REQUESTED:**

1. Approve the Amendment to the Agreement with Great Plains Institute with a term of January 1, 2021 through December 31, 2021, increasing the not to exceed amount of the agreement by \$25,000.
2. Authorize the chair to execute the agreement upon approval as to form by the county attorney.

**EXECUTIVE SUMMARY:**

Anaerobic digestion (AD) is a technology that captures the carbon in a feedstock, such as organic waste, and converts it to a biogas, which can be used as a renewable fuel. Several anaerobic digesters already exist in Minnesota, using various feedstocks such as manure, sewage sludge, paper mill waste, or food processing waste to produce biogas. Incentives exist in state law to promote further development of AD, but barriers also exist that need to be addressed. Hennepin County and the Ramsey/Washington Recycling & Energy Board (R&E Board) have expressed strong interest in using AD to manage source-separated and mechanically separated organic waste. Stakeholders in Minnesota have a range of opinions regarding AD, both in terms of its role in the energy system and its role in the solid waste hierarchy.

From the summer of 2018 through the summer of 2019, Great Plains Institute (GPI) completed work for the Partnership on Waste and Energy to support the exploration of potential anaerobic digestion projects relying on municipal solid waste in the Twin Cities metro area (Phases 1 and 2). This project included:

- A literature review and analysis evaluating the economics of operating an AD facility, potential policy incentives, regulatory considerations and case studies from the US and Europe. A white paper entitled [Anerobic Digestion Evaluation Study](#) was published September 2018.
- Engagement of stakeholders and technical experts through a series of meetings.
- Engagement of state officials to scope out the permitting process and generate interest from state agencies in supporting potential anaerobic digestion projects.

In 2019 and 2020, GPI built on the work from Phases 1 and 2 and identified specific steps that should be taken to facilitate the development of new anaerobic digestion projects in Minnesota. This Phase 3 work was conducted through additional stakeholder meetings, interviews and literature review. This phase of work culminated in the following work products:

- A report, entitled [Policy and Regulatory Considerations to Develop Food Waste Digestion in Minnesota](#), that was presented to the Partnership Board in December 2020.
- Analysis of the full applicability of two modelling tools, the US Environmental Protection Agency's "Waste Reduction Model" (WARM) and Argonne National Laboratory's "Greenhouse Gases, Regulated Emission and Energy Use in Transportation" (GREET) model, for evaluating greenhouse gas emission impacts from AD in Minnesota.
- A case study on renewable natural gas in a Minnesota clean fuels policy, incorporating economics of an AD facility.

For Phase 4 in 2021, GPI will continue to build on momentum created in earlier phases of this project with three key deliverables:

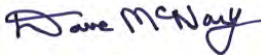

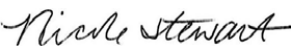


- Continue analysis of WARM and GREET emissions models, including studying potential fuel production and market interaction of a Minnesota AD facility
- Disseminate results of the "Policy and Regulatory Considerations to Develop Food Waste Digestion in Minnesota" report through various targeted stakeholder engagement methods.
- Work to pass a Minnesota clean fuels policy by engaging legislators and other decision-makers during the 2021 legislative session to educate them about the benefits of a policy that supports development of anaerobic digestion for organic waste.

**ATTACHMENTS:**

1. Draft Resolution
2. Proposed Amendment to Agreement with Great Plains Institute, Inc.

**FINANCIAL IMPLICATIONS:**

The contract maximum is increased by \$25,000. Funding is available in the 2021 budget to support this increase.

AUTHORIZED SIGNATURES		DATE
Hennepin County		1/16/21
Recycling & Energy		1/15/21
Washington County Attorney		1/15/21
Ramsey County Attorney		1/15/21
		1/15/21



**Resolution PWE-2021-02**

**Agreement with Great Plains Institute, Inc.**

WHEREAS, The Joint Powers Agreement (“JPA”) between the Ramsey/Washington Recycling & Energy Board (“R&E Board”) and Hennepin County for a Partnership on Waste and Energy Issues (“Partnership”) directs the Governing Board of the Partnership to develop an annual budget; and

WHEREAS, The JPA further specifies that the Governing Board may negotiate, enter, and enforce contracts necessary to accomplish the purposes set forth in the JPA; and

WHEREAS, The R&E Board and Hennepin County are evaluating new technologies for managing waste and recyclables, including anaerobic digestion (AD); and

WHEREAS, There is a need to gather more information about AD from environmental, economic, energy and regulatory perspectives, and to frame discussions about advancing the use of this technology in solid waste management; and

WHEREAS, On June 7, 2018, the Partnership’s Governing Board approved a contract with the Great Plains Institute (GPI) to study AD, which included gathering information on the technology and building consensus in order to move AD forward in Minnesota; and

WHEREAS, On June 12, 2019 and June 25, 2020, the Partnership’s Governing Board approved contract amendments with GPI to continue work on studying AD, which included outlining policy and regulatory recommendations to move AD forward in Minnesota; and

WHEREAS, Following completion of initial projects, work remains to facilitate the implementation of supportive administrative and legislative policies that will help to advance the development of AD technology in Minnesota. NOW, THEREFORE, BE IT

RESOLVED, The Governing Board hereby approves the Amendment to the Agreement with GPI with a term from January 1, 2021 through December 31, 2021, increasing the not to exceed amount of the agreement by \$25,000. BE IT FURTHER

RESOLVED, The Governing Board hereby authorizes the chair to execute the agreement upon approval as to form by the county attorney.

\_\_\_\_\_  
Chair, Governing Board

January 28, 2021  
Date

\_\_\_\_\_  
Attest, Vice Chair

January 28, 2021  
Date

### 3<sup>rd</sup> Amendment to Agreement Between Governing Board of the Partnership on Waste and Energy and Great Plains Institute

This is an amendment to the Agreement made and entered into by and between the Governing Board of the Partnership on Waste and Energy, hereinafter referred to as the “Partnership”, and Great Plains Institute with its principal place of business at 2801 21<sup>st</sup> Avenue South, Minneapolis, MN 55407, hereinafter referred to as the “Contractor” or “Vendor”.

In this Amendment, deleted terms will be struck out and added terms will be underlined and bolded, except where described otherwise.

The parties agree to amend the Agreement as follows:

#### 1. Term

The term of the Agreement shall be June 18, 2018 through December 31, 20201.

#### 2. Cost/Payment

- a) The Contractor shall submit a monthly invoice to the Partnership detailing the work task performed during the invoice period and time spent on each task by person, direct expenses, and other, as appropriate, as outlined below under Contractor Obligations.
- b) The Partnership shall pay such invoice within 30 days unless there is a dispute in which case the invoice will be paid 30 days following resolution of the dispute. The Contractor will complete the work below on a time and expense basis, based on the billing rates listed in Section 4.
- c) If applicable, invoices shall show applicable Minnesota sales tax of 6.875% separately.
- d) No payment will be made until the invoice has been approved by the Partnership.
- e) The Partnership shall pay the Contractor a maximum not to exceed fee- as outlined below:

<u>Term</u>	<u>Amount</u>
June 18, 2018 - June 30, 2019	\$50,000
July 1, 2019 – December 31, 2020	\$50,000
<b><u>January 1, 2021 – December 31, 2021</u></b>	<b><u>\$25,000</u></b>
	\$100,000
<b><u>Total</u></b>	<b><u>\$125,000</u></b>

- f) Contractor will be reimbursed at an hourly rate based on the hourly rates listed in Section 3.
- g) Pursuant to Section 11, below, the Contractor may sub-contract for research and evaluation tasks upon written approval of Partnership staff and will be reimbursed those direct costs with no mark-up rate applied.
- h) The Partnership will reimburse direct costs for copying and mileage with no mark-up rate applied.
- i) Payment of interest and disputes regarding payment shall be governed by the provisions of Minnesota Statutes §471.425.

#### 3. Hourly Rates and Personnel



**Effective January 1, 2021**, the following hourly rates will apply to work performed by the Contractor. Hourly rates below are valid for the term of the agreement.

- ~~Brendan Jordan, Vice President, \$125/HR~~
- ~~Katelyn Bocklund, Program Assistant, \$50/HR~~
- ~~Dane McFarlane, Senior Research Associate, \$75/HR~~
- ~~Program Assistant TBD, \$50/HR~~
- ~~Intern TBD, \$25/HR~~
  
- **Brendan Jordan, Vice President, \$145/HR**
- **Katelyn Bocklund, Program Manager, \$80/HR**
- **Hannah Haas, Meeting & Event Coordinator, \$60/HR**
- **Mariem Zaghdoudi, Bioeconomy Program Specialist, \$60/HR**
- **Dane McFarlane, Director of Research, \$115/HR**
- **Elizabeth Abramson, Research Analyst, \$60/HR**
- **Jennifer Christensen, Managing Editor & Senior Writer, \$95/HR**
- **Will Dunder, Senior Digital Content & Design Specialist, \$75/HR**
- **Kevin Shearen, Finance & Operations Coordinator, \$70/HR**

#### **4. Contractor Obligations**

The Partnership agrees to purchase, and the Contractor agrees to furnish, services as set forth below:

Phase 1: Analyze information about anaerobic digestion technology (AD). —Completed by September 14, 2018.

- A. Finance, policy, and regulatory information
  - i. Identify key economic influences, economic value propositions and indicators, and issues associated with AD. This includes federal and state tax credits, incentives, and subsidies, as well as other economic tools and factors that affect the economics of AD development and operation.
  - ii. Identify key environmental issues, any related regulatory issues and experience in Minnesota and elsewhere.
  - iii. Identify fuel consumption in Minnesota and how biogas could offset that.
  - iv. Prepare a written report that summarizes this information
- B. Inventory existing information – Using information from previous and recent feasibility studies and reports:
  - i. Summarize existing AD facilities in Minnesota.
  - ii. Summarize different AD technologies in use in North America and Europe.
  - iii. Identify which feedstocks are most appropriate for different AD technologies.
  - iv. Outline at least one case study for a reference facility for each technology type that uses solid waste or the organic portion of solid waste as a feedstock.
  - v. Identify information gaps in the literature about technologies.
  - vi. Prepare a written document that describes the findings.
- C. Gather additional information.
  - i. An engineering firm will gather information specific to the gaps identified in the inventory of existing information
  - ii. Prepare a written document that describes the additional information

- D. Analysis - Using information gathered in this phase, identify:
  - i. What policy and regulatory issues must be addressed for an ideal AD project to pencil out economically?
  - ii. What business structure, product (fuels vs. electricity vs. heat), and investments would make an AD project viable?
  - iii. What research needs are critical in moving projects forward?

Phase 2;-Build awareness, and possibly consensus, regarding the use of AD for waste and recycling in Minnesota among stakeholders. Completed by June 30, 2019.

- A. Review with Partnership staff a list of potential task force and stakeholder membership to participate in this phase.
- B. Gather stakeholders, conduct interviews, share information with stakeholders-ta-
- C. Review with Partnership staff a list of potential task force and stakeholder membership to participate in this phase.
- D. Gather stakeholders, conduct interviews, share information with stakeholders to address these issues:
  - i. How can AD best fit into Minnesota's energy and waste system future?
  - ii. What are the characteristics of an AD project that can enjoy broad stakeholder support?
- E. Make recommendations to policymakers and regulators on the specific steps that should be taken to facilitate the development of new AD projects in the state.

Phase 3: Build on the work initiated in Phase 2. Completed by June 30, 2020

- A. Identify specific steps that should be taken to facilitate the development of new AD projects in the state. This could include identifying policy and regulatory changes, research needs, and other project development activities
- B. Advise the Partnership on specific policy and regulatory changes for which they might advocate facilitating project development.
- C. Engage key stakeholders to build support for any needed policy or regulatory changes
- D. Support the Partnership's efforts to advocate for any needed policy or regulatory changes
- E. Make connections between the Partnership and other relevant efforts, including:
  - i. Efforts by natural gas utilities in the state to explore the integration of Renewable Natural Gas (RNG) into the distribution system
  - ii. A new collaborative effort, similar in nature to the E21 project, to chart a course for natural gas utilities in a decarbonized world
  - iii. An ongoing stakeholder dialogue to explore a possible Minnesota Clean Fuel Policy that could provide attractive incentives for use of RNG.

Planned deliverables include:

- A. A document outlining policy and regulatory recommendations
- B. Meeting summaries from stakeholder meetings

Contractor shall do the following as part of Phase 3b to be completed by December 31, 2020:

- A. Assess full applicability or limitations of WARM model methodology for determining emissions impact of solid waste management practices in Minnesota, including anaerobic digestion. Once analysis is conducted, GPI would work with the MPCA to inform EPA or work directly with EPA after establishing a relationship. There are two ways to conduct analysis:

- i. Less time intensive: Identify primary influential factors in GREET life cycle assessment circulation.
  - ii. More time intensive: Gather data from facilities to produce life cycle assessment.
- B. Conduct analysis on permitting barriers experienced and lessons learned at facilities in five states (California, Maryland, Oregon, Wisconsin, and Iowa), incorporating interviews held with facilities. Amend the policy and regulatory recommendations report with results.
- C. Continue to engage and educate anaerobic digestion stakeholders about the Midwestern Clean Fuels Policy Initiative that could provide attractive incentives for use of renewable natural gas.

Phase 4: Build on the momentum created in the previous phases. Completed by December 31, 2021.

- A. WARM/GREET analysis: Study potential fuel production and market interaction of a Minnesota AD facility. Gather data and work with the Partnership to establish a more accurate and specific lifecycle assessment of a potential AD facility based on the Partnership counties' waste management practices. Prepare a presentation and revised edition of the 2020 report that examines the emissions performance of a hypothetical Minnesota AD facility using the GREET model.
- B. Disseminate results from "Policy and Regulatory Considerations to Develop Food Waste Digestion in Minnesota." Increase public visibility of results of the report through mediums such as blog posts, webinars, conferences, agency meetings, or other forms as appropriate. GPI will work with the Partnership to identify the appropriate opportunities.
- C. Work to pass a Minnesota clean fuels policy: Engage legislators and other decision-makers during the 2021 legislative session to educate them about the benefits of passing a clean fuels policy in Minnesota that supports development of anaerobic digestion of organic waste. Use the "Renewable Natural Gas in a Minnesota Clean Fuels Policy" work throughout education efforts. The Partnership's contract lobbyists will be directed to coordinate with this work as applicable.

Except as modified herein, the terms of the Agreement shall remain in full force and effect.

IN WITNESS WHEREOF the parties have executed this Agreement as of the dates below.

**Great Plains Institute**

**By:** Deborah Karasov

Deborah Karasov

**Date:** Jan 16, 2021

**Title:** Chief Operating Officer

**Partnership on Waste and Energy:**

**By:** \_\_\_\_\_

Board Chair

**Date:** \_\_\_\_\_

**Attest to:** \_\_\_\_\_

**Date:** \_\_\_\_\_

**Recommended for Approval by Partnership Policy Staff:**

**By:** Zack Hansen (Jan 20, 2021 08:44 CST)

Zack Hansen, Ramsey County

**Date:** Jan 20, 2021

**By:** Nicole Stewart

Nicole Stewart, Washington County

**Date:** Jan 20, 2021

**By:** Dave McNary (Jan 20, 2021 16:04 CST)

David McNary, Hennepin County

**Date:** Jan 20, 2021

**Approved As To Form:**

**By:** [Signature]

County Attorney

**Date:** 1/15/2021



**PARTNERSHIP ON  
WASTE AND ENERGY**  
HENNEPIN | RAMSEY | WASHINGTON

<b>PARTNERSHIP MEETING DATE:</b>	January 28, 2021		<b>AGENDA ITEM:</b>	6.				
<b>SUBJECT:</b>	PWE Updates and Reports							
<b>TYPE OF ITEM:</b>	<input checked="" type="checkbox"/>	INFORMATION	<input type="checkbox"/>	POLICY DISCUSSION	<input type="checkbox"/>	ACTION	<input type="checkbox"/>	CONSENT
<b>SUBMITTED BY:</b>	PWE Lead Staff							

**R&E BOARD ACTION REQUESTED:**

For information only.

**EXECUTIVE SUMMARY:**

Staff will present updates on projects and legislative activities.

**Legislative Update:**

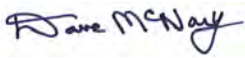

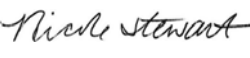

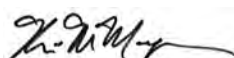
The Minnesota Legislative Session began January 5, 2021. Sam Richie of Fryberger, Buchanan, Smith & Frederick, P.A., and Rob Vanasek of Capitol Hill Associates, contract lobbyists on energy and waste issues to the Partnership, respectively, will provide an update on activities leading up to session and issues that may be addressed in the months ahead. The State Constitution requires the legislature to conclude business by no later than May 17, 2021.

**ATTACHMENTS:**

None.

**FINANCIAL IMPLICATIONS:**

None.

AUTHORIZED SIGNATURES		DATE
Hennepin County		1/16/21
Recycling & Energy		1/15/21
		1/15/21
Ramsey County Attorney		1/15/21
Washington County Attorney		1/15/21