

**RAMSEY/WASHINGTON COUNTY  
RESOURCE RECOVERY PROJECT BOARD  
SEPTEMBER 22, 2011  
MINUTES**

A meeting of the Ramsey/Washington County Resource Recovery Project was held at 9:00 a.m., September 22, 2011 at the Saint Paul - Ramsey County Public Health, Environmental Health Section, in Maplewood, Minnesota.

**MEMBERS PRESENT**

Commissioners Rafael Ortega, Jan Parker, Janice Rettman, Victoria Reinhardt – Ramsey County  
Commissioners Dennis Hegberg, Gary Kriesel, Bill Pulkrabek, Lisa Weik – Washington County

**MEMBERS ABSENT**

Commissioner Toni Carter – Ramsey County

**ALSO ATTENDING**

Peter Barthold, Mary Elizabeth Berglund, Gary Bruns, Paula Connell, Marty Gagliardi, Chris Gondeck, Kris Hageman, Zack Hansen, Joe Heinz, Mike Hoppe, Ryan Howell, Judy Hunter, Curtis Johnson, Kevin Johnson, Lowell Johnson, George Kuprian, Susan Kuss, Harry McPeak, Thor Nelson, Sig Scheurle, Norm Schiferl, Katie Shaw, John Springman, Warren Shuros, Robert Stewart, Susan Stewart, Jodi Taitt, Kevin Tritz, Ryan Tritz

Introductions were made.

**APPROVAL OF AGENDA**

Commissioner Rettman moved, seconded by Commissioner Weik, to approve agenda.

Roll Call: Ayes – 8                      Nays – 0                      Motion Carried.

**APPROVAL OF THE JUNE 23, 2011 MINUTES**

Commissioner Weik moved, seconded by Commissioner Parker, to approve the minutes.

Roll Call: Ayes – 8                      Nays – 0                      Motion Carried.

**SECTION A: ADMINISTRATION**

**Monthly Report of Budget Activity**

Susan Kuss said the monthly disbursements are routine. There were no questions.

**SECTION B: POLICY**

**Joint Approach for Organic Management**

Zack Hansen stated that at prior meetings the Project Board has held policy discussions on how the Counties should jointly approach increasing the level of organic waste recycling. In 2011, the Project Board had reviewed a range of programs and strategies the Counties could use to increase the amount of commercial organic waste managed, discussed a vision and milestones for commercial organic waste management, and listened to a panel of industry representatives. The Project Board proposed strategies for education and technical assistance and for financial interventions and then provided direction to staff to take action on several strategies.

The approach includes proposed by Staff is to:

- commence a comprehensive effort to inform commercial generators about organic waste management
- develop business friendly resources
- facilitate business to business communication
- provide resources and services to jump start more organic waste recycling

Under education, consultation and technical assistance, staff are recommending the next following steps:

- Develop a list of potential commercial generators of organic waste for outreach efforts.
- Development of an East-Metro commercial organics and recycling website.
- Develop social media tools for businesses to inquire and share information.
- Procure consulting and technical assistance services beginning in 2012.
- Create an outreach plan to targeted businesses.

Under financial interventions and securing capacity, staff have evaluated a variety of possible strategies, and recommended the following next steps:

- Continue the County Environmental Charge (CEC)
- Securing Capacity – staff request permission from the Project Board to further discuss transfer capacity with transfer station operators, and develop, issue and evaluate either a request for proposals (RFP) or request for expressions of interest (RFI) with a report back to the Project Board in early 2012
- Targeted Grants Program – staff request permission from the Project Board to design a grants program, including how the program would be administered, terms and conditions of the grants, as well as grant guidelines, with the grant design being presented to the Project Board for consideration in 2012

Commissioner Reinhardt moved, seconded by Commissioner Parker, that the Ramsey/Washington County Resource Recovery Project Board hereby authorizes staff to:

- Procure the services of a web developer to assist in the creation and implementation of an East-Metro commercial organic waste and recycling web page, and to prepare a contract for those services for consideration by the Executive Committee, with a term from the date of execution to December 31, 2012, in an amount not to exceed \$40,000;
- Develop a contract with a social media expert to design a moderated forum for businesses on recycling and organic waste management, for consideration by the Executive Committee, for January 1, 2012 – December 31, 2012, in an amount not to exceed \$20,000;
- Develop a contract with Minnesota Waste Wise for commercial organic waste and recycling consultation and technical assistance services, for consideration by the Executive Committee, for January 1, 2012 – December 31, 2012, in an amount not to exceed \$80,000;
- Develop a contract with MnTAP for commercial organic waste and recycling consultation and technical assistance services, for consideration by the Executive Committee, for January 1, 2012 – December 31, 2012, in an amount not to exceed \$80,000;
- Proceed with outreach in 2011 and 2012 related to organic waste, in order to raise awareness and promote organic waste services, for consideration by the Executive Committee, using the funds already approved in Resolution 2011-RR-2 on June 23, 2011;
- Further discuss organic waste transfer capacity with transfer station operators, and, if appropriate, develop, issue, and evaluate either a request for proposals (RFP) or request for expressions of interest (RFI), with a report back to the Project Board in early 2012;
- Design a targeted “Starter Grants” program for non-residential organic waste generators, with the grant design and proposed cost being presented to the Project Board for consideration in 2012.

Roll Call: Ayes – 8

Nays – 0

Motion Carried

**Future Processing Considerations**  
**Staff Overview and Status Report**

Judy Hunter stated that the term of the agreement with RRT will be expiring in December 2012. She then gave a brief overview of the status of waste processing, the Newport Facility performance, and the regional waste processing developments.

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***Presentation: RRT and Xcel Energy***

Chris Gondeck, Marty Gagliardi and Kevin Tritz presented a slide presentation on their future processing needs at the RRT Newport facility.

Commissioners Parker and Pulkrabek left the meeting.

***Review of Draft Joint County Master Plan Processing Chapter***

Judy Hunter stated that both Ramsey and Washington Counties are developing their Master Plans. She briefly reviewed the preliminary processing policies and strategies.

**ADJOURNMENT**

Chair Hegberg adjourned the meeting.

Approved:

  
Commissioner Dennis Hegberg, Chair