



**MEETING NOTICE  
RAMSEY/WASHINGTON RECYCLING & ENERGY BOARD**

**Date:** Thursday, April 27, 2023

**Time:** 10:00 a.m. – 12:00 p.m.

**Commissioners, Key staff, Presenters:**

Ramsey County Environmental Health | 2785 White Bear Ave N. | 2<sup>nd</sup> Floor Conference Room  
Maplewood, MN | 55109 | [Map](#)

**Public:** Members of the public are encouraged to participate remotely or may attend at the Maplewood address.  
[Microsoft TEAMS](#) | Phone Conference ID: 815 446 033# | Call In (audio only): 1-323-792-6297

**AGENDA:**

- I. Call to Order, Introductions**
- II. Approval of Agenda** Action Page 1
- III. Approval of Minutes – March 23, 2023** Action Page 2
- IV. Consent Agenda - No items.**
- V. Governance - No items.**
- VI. Management and Administration**
  - a. Facility & Finance Committee Report Information
  - b. Trademark Application for Food Scraps Pickup Program Action Page 7
  - c. Anaerobic Digestion Contract Negotiation Extension Action Page 13
- VII. Policy - No items.**
- VIII. Updates and Reports** Information Page 18
  - a. 2022 Annual Report Page 20
  - b. Joint Activities Update – Food Scraps Pickup Program
  - c. Facility Updates
    - i. 2022 Odor Monitoring Report Summary
  - d. Procurement Report Page 40
- IX. Other**
  - a. Invitation for Comments from Ex Officio R&E Board Members: Information  
MPCA and City of Newport
- X. Adjourn**

**NEXT MEETING:** R&E Board | Thursday, May 25, 2023 | 10:00 a.m. – 12:00 p.m. | Ramsey County EH Maplewood



**RAMSEY/WASHINGTON  
RECYCLING & ENERGY**  
CONNECTING VALUE TO WASTE

**THURSDAY, MARCH 23, 2023**

**RAMSEY/WASHINGTON RECYCLING & ENERGY BOARD MINUTES**

A meeting of the Ramsey/Washington Recycling & Energy Board (R&E Board) was held at 10:00 a.m. on Thursday, March 23, 2023, at Ramsey County Environmental Health Offices, 2785 White Bear Avenue North, Suite 350, Maplewood, Minnesota. Members of the public attended remotely or in person at the Maplewood address.

**MEMBERS PRESENT**

Commissioners Karla Bigham, Michelle Clasen, Stan Karwoski, Fran Miron – Washington County  
Commissioners Nicole Frethem, Rafael Ortega, Victoria Reinhardt, Mai Chong Xiong – Ramsey County

**MEMBERS NOT PRESENT**

Commissioner Trista MatasCastillo – Ramsey County  
Commissioner Gary Kriesel (alternate) – Washington County  
Commissioner Mary Jo McGuire (alternate) – Ramsey County

**EX-OFFICIO MEMBERS PRESENT**

Dave Benke, Minnesota Pollution Control Agency (MPCA)

**EX-OFFICIO MEMBERS ATTENDING REMOTELY**

Tom Ingemann, City of Newport

**ATTENDING AT RAMSEY ENVIRONMENTAL HEALTH, MAPLEWOOD**

Leigh Behrens, Dave Brummel, Cassie Hagen, Kelli Hall, Sam Hanson, Sam Holl, Katie Keller, Jennefer Klennert, Andrea McKennan, Jennifer Nguyễn Moore, Jim Redmond, Michael Reed, John Ristad, Bob Roche, Jody Tharp, Kris Wehlage

**ATTENDING REMOTELY**

Joel Andersen, Kate Bartelt, Gary Bruns, Tammy Christopherson, Shannon Conk, Max Dalton, Angiulo Damiani, Dan Donkers, Amanda Erickson, Tutu Fatukasi, Sam Ferguson, Tabatha Hansen, Sara Hollie, Filsan Ibrahim, Fatima Janati, Caleb Johnson, Kevin Johnson, Hannah Keller, Julie Ketchum, Randy Kiser, Juna Ly, Daniel Mock, Rob Murray, Gabriel Reynolds, Roel Ronken, Uriel Rosales Tlatenchi, John Springman, Ryan Tritz, Jenna Venem, Dave Wiggins, Susan Young

**CALL TO ORDER/APPROVAL OF THE AGENDA**

Chair Miron called the meeting to order at 10:01 a.m. Introductions of attendees present in Maplewood were made.

Commissioner Reinhardt moved, seconded by Karwoski, to approve the agenda as presented.  
Motion carried 7-0. Ayes: Bigham, Clasen, Karwoski, McGuire, Miron, Reinhardt, Xiong Nays: None

**APPROVAL OF MINUTES**

Commissioner Karwoski moved, seconded by Bigham, to approve the minutes of March 1, 2023.  
Motion carried 7-0. Ayes: Bigham, Clasen, Karwoski, McGuire, Miron, Reinhardt, Xiong Nays: None

**CONSENT AGENDA**

Commissioner Bigham moved, seconded by Frethem, to approve Resolution R&EB-2023-05, Consent Agenda. The R&E Board authorizes the Joint Leadership Team (JLT) to approve an agreement with CliftonLarsonAllen, LLP for an initial term of one-year, and amendments thereto, for a full potential term of up to five years from the date of execution upon approval as to form by the county attorney and within the project budget.

Motion carried 7-0. Ayes: Bigham, Clasen, Karwoski, McGuire, Miron, Reinhardt, Xiong Nays: None

## **MANAGEMENT AND ADMINISTRATION**

### **Facility & Finance Committee (F&FC) Report**

Commissioner Reinhardt presented an update from the March 9, 2023, meeting. A presentation by Kris Wehlage, R&E accounting manager, included 2024-25 budget considerations and a timeline for budget preparation.

March 9	F&FC reviews budget process
April 13	F&FC reviews first draft of budgets
April 27	R&E board reviews budget objectives
May 11	F&FC approves the budget and recommends R&E Board approval
Late May-early June	County Board workshops
June 22	F&F Committee presents the budget to R&E Board for discussion
July 27	R&E Board approves the budgets
August or September	County Boards approve the Joint Activities Budget

An update was presented on construction of the two lines at the R&E Center, which is nearing completion. Coordinated commissioning dates are at the end of April, and user acceptance testing is slated for early June. There is an open request for proposals (RFP) for transfer stations to provide sortation services. The request for information (RFI) for refuse-derived fuel (RDF) closes at the end of March, and evaluations will then begin.

## **UPDATES AND REPORTS**

### **Joint Activities Updates - Food Scraps Pickup Program**

Sam Hanson, R&E Joint Activities manager, reviewed the program background, highlighting the focus of the work on addressing food waste through collaboration in food waste prevention, food scrap recycling and compost market development. A sample video developed for resident education and promotion of the food scraps pickup program was shown.

Hanson reviewed how the program works, with an overarching goal to make the program as easy as possible to limit barriers to participation. Prioritization is given to accessibility, making the structure inclusive, free and voluntary, with assistance available in multiple ways. The stated goal is a minimum 40% participation rate within the first five years of the program. An estimated 30,000 tons of food scraps are anticipated to be collected annually. Estimates are based on industry standards, which R&E hopes to exceed.

Commissioner Ortega arrived.

Hanson reviewed details of the food scrap bags and key elements of pilot area selection. The program pilot will begin April 2023 in parts of Cottage Grove, Maplewood, Newport and North St. Paul, with over 2,000 households in the pilot area.

Andrea McKennan, Ramsey County, provided program communication plan information. The website (FoodScrapsPickup.com) will be active the week of March 27. She reviewed information available on the website, such as ordering bags, educational resources, FAQ and program rollout information. Residents will be able to find out whether they are eligible for the pilot and sign up for notifications when the program rolls out to new areas. Website information has been translated into Hmong, Karen, Oromo, Somali and Spanish.

McKennan discussed pilot communication and engagement strategies. Promotion will be directed to households in pilot areas, including a postcard mailer, a welcome packet mailer, geo-targeted social media ads and promotion by pilot municipalities and haulers. She reviewed the pilot communication and engagement timeline for April to July 2023.

Hanson reviewed the pilot timeline and the program's five-year plan, from pilot to anaerobic digestion being operational, with the goal of having all residents in the program in approximately three years.

Commissioners shared ideas for ways this information can be shared with communities and officials. Commissioner Reinhardt encouraged that materials be developed and provided to the commissioners for presentations to schools or community events, where commissioners have a great deal of outreach opportunities. Commissioner Karwoski encouraged heavy emphasis that bags will be free and working with haulers to include a link to the program website on their online payment sites. Commissioner Clasen suggested information be given to haulers to include in their mailers. Commissioner Frethem suggested a robot naming contest and having video of the robotic food scrap bag sorters.

Commissioner Xiong inquired how best to respond when asked why R&E chose bags over separate carts, whether retail-purchased bags will work in this system and whether there will be a transition away from drop-off sites. Hanson said the decision regarding carts was one of inclusion, where anyone who has trash service will have accessibility to the program. Biodegradable bags are more environmentally effective than having extra carts and additional trucks on the road. Bags purchased at retail stores are less durable than the free program bags and will not work in the system. Drop-off sites will continue to be available.

Commissioner Ortega inquired about the notification process, noting the two-step process for those areas not yet in the program. He suggested signup for the bags on the first access to the website. McKennan shared concerns about maintaining current resident data for an extended period until areas become eligible, particularly with residential moves. Commissioner Reinhardt noted that residents receiving notification when their area is ready to be added to the program is preferable to signing up for bags and waiting 2-3 years for delivery.

Commissioner Reinhardt noted concerns about 3-4 years for rollout and that R&E needs to do whatever it can to shorten the timeline.

Michael Reed, Ramsey County and R&E Joint Leadership Team, shared that the City of St. Paul asked to be moved to the back of the line for rollout due to complicated service issues with trash, a current RFP for new hauler(s) and the contract with their recycling provider.

Commissioner Karwoski asked that a short statement be provided to commissioners as to why communities were not picked for the pilot and what determines which communities are next. Commissioner Reinhardt suggested that estimated times for communities' eligibility to participate in the program be included on the website.



### **Planning Updates**

Leigh Behrens, R&E planning manager, provided an update on anaerobic digestion. She reviewed Ramsey and Washington counties' recycling rates over time and cited the State of Minnesota's goal of a 75% recycling rate by 2030. She reviewed the progress of percentages of waste-to-energy (refuse-derived fuel), landfill and recycling/organics in 2016, 2020, projected for 2026 and the 2030 goal.

Behrens discussed strategies for reaching a 75% recycling rate. One strategy is to increase the recovery and recycling of more materials; the second is to prevent waste at the source. The State's 75% recycling goal is for mixed municipal solid waste (MSW) and does not include construction, demolition, industrial or hazardous waste.

Behrens reviewed R&E's history of investing in the future, including implementation of facility enhancements, evaluation of future technologies, analysis of end market development and evaluation of the solid waste system. She outlined research opportunities that build on the work currently being done by R&E. Next horizons for R&E include connecting the R&E Center products to next-generation opportunities, including combustion for generating electricity, gasification, mechanical biological treatment (digestion of MSW) and advanced recycling for making polymers and fuels.

Commissioners and Dave Benke, Minnesota Pollution Control Agency (MPCA), discussed ways that this information can be shared with state agencies, the legislature, counties and cities to promote understanding of the intersection of energy issues and waste issues.

### **Facility Updates**

Sam Holl, R&E facility manager, said the new resource recovery system (RRS) line will begin moving roughly 20,000 tons up the waste hierarchy, with commissioning on March 27, 2023, and processing beginning mid-year. The food scraps bags (FSB) line will begin accepting tonnage on April 17, 2023. The RFP to create sortation capacity at transfer stations is in the evaluation stage. RFI proposals for refuse-derived fuel (RDF) are due March 31, 2023, and evaluations will then begin. The R&E Board approved the AD Letter of Intent agreement with Dem-Con/Hitachi Zosen Inova on March 1, 2023; an executed agreement is planned for completion on May 8, 2023.

### **Procurement Report**

Jim Redmond, R&E contract manager, presented the report for the period February 1, 2023 through February 28, 2023.

### **OTHER**

#### **Invitation for Comments from Ex Officio R&E Board Members**

Dave Benke provided an update on actions being taken by MPCA during the legislative session in support of anaerobic digestion, composting and landfills.

#### **Legislative Update**

Commissioner Reinhardt shared that she testified numerous times representing the Partnership on Waste and Energy (PWE), Association of Minnesota Counties (AMC) and other organizations. Areas of testimony include the need to increase SCORE funding to counties, PWE's support of R&E's \$30 million funding request for AD and support of the Hennepin County \$50 million funding request for the anaerobic digester they are building. She testified at the Energy Committee regarding support of funding for St. Paul Co-Gen and emerald ash borer (EAB) wood management. The committee is considering

adding a tipping fee at Co-Gen (\$20/ton); she testified about the impact of that action on counties, which would add approximately \$300k to the taxpayers of Ramsey and Washington counties.

Dave Benke said the MPCA has recommended \$5 million per year for seven years be allocated for wood waste management at St. Paul Co-Gen, providing \$35 million in funding. EAB wood waste comes from counties across the state to be managed at Co-Gen, making it a statewide issue rather than strictly a county issue.

**ADJOURN**

Chair Miron declared the meeting adjourned at 11:45 a.m.

ATTESTED TO:

Approved: \_\_\_\_\_  
April 27, 2023

Approved: \_\_\_\_\_  
April 27, 2023



**RAMSEY/WASHINGTON  
RECYCLING & ENERGY**  
CONNECTING VALUE TO WASTE

<b>R&amp;E BOARD MEETING DATE:</b>	April 27, 2023			<b>AGENDA ITEM:</b>	VI.b			
<b>SUBJECT:</b>	Trademark Application for Food Scraps Pickup Program							
<b>TYPE OF ITEM:</b>	<input type="checkbox"/>	INFORMATION	<input type="checkbox"/>	POLICY DISCUSSION	<input checked="" type="checkbox"/>	ACTION	<input type="checkbox"/>	CONSENT
<b>SUBMITTED BY:</b>	Joint Leadership Team (JLT)							

**R&E BOARD ACTION REQUESTED:**

1. Approve the application for registration of the trademark/service mark for “Food Scraps Pickup Program” with the United States Patent and Trademark Office.
2. Delegate authority to the R&E Board Chair to sign the application for registration of the trademark/service mark for “Food Scraps Pickup Program” with the United States Patent and Trademark Office.

**EXECUTIVE SUMMARY:**

R&E has invested significant time and energy into developing the program and accompanying branding for the “Food Scraps Pickup Program.” As such, R&E should protect that investment and make sure the branding and public understanding is not diluted or usurped by unauthorized users. For example, the Solid Waste Management Coordinating Board lost a trademark dispute for the name and image of the Green Guardian, a key asset in their program branding, and the brand was lost. To prevent a similar scenario from happening to R&E, the Joint Leadership Team is recommending the R&E Board approve application for registration of the trademark/service mark for “Food Scraps Pickup Program” with the United States Patent and Trademark Office.





**ATTACHMENTS:**

1. Draft resolution
2. Draft trademark application

**FINANCIAL IMPLICATIONS:**

None.

**SUBJECT: Trademark Application for the Food Scraps Pickup Program**

AUTHORIZED SIGNATURES	DATE
<b>JOINT LEADERSHIP TEAM</b>	
	4/19/23
	4/19/23
<b>RAMSEY COUNTY ATTORNEY</b>	
	4/19/23
<b>WASHINGTON COUNTY ATTORNEY</b>	
	4/19/23



**RAMSEY/WASHINGTON  
RECYCLING & ENERGY**  
CONNECTING VALUE TO WASTE

**RESOLUTION R&EB-2023-06**

WHEREAS, The Ramsey/Washington Recycling & Energy Board (“R&E Board”) is governed by the Amended and Restated Joint Powers Agreement by and between Ramsey County and Washington County dated August 2, 2022 (“Joint Powers Agreement”); and

WHEREAS, Ramsey and Washington Counties have committed to continue to protect and ensure the public health, safety, welfare and environment of each county’s residents and businesses through sound management of solid and hazardous waste generated in each county; and

WHEREAS, Ramsey and Washington Counties have in place County Solid Waste Management Plans (“Management Plans”) approved by the Commissioner of the Minnesota Pollution Control Agency, which state the policy goal of maintaining and improving an integrated system of solid waste management that supports Minnesota’s hierarchy of solid waste management, with an emphasis on waste reduction, reuse, recycling and composting before the remaining solid waste is managed through resource recovery; and

WHEREAS, the Management Plans also include policies that affirm the processing of waste, for recovering energy, recyclables and other beneficially usable materials, as the preferred method to manage solid waste that is not reduced, reused or recycled; and

WHEREAS, the R&E Board directed development of a food scraps curbside collection program branded as the “Food Scraps Pickup Program” through the approval of contracts for a program website, bag vendor, warehouse distributor, and call center as one strategy to recover food scraps for recycling; and

WHEREAS, The R&E Board approved the 2022-2023 Joint Activities, Facility, and Equipment Maintenance & Replacement (“EM&R”) budgets on July 22, 2021, in accordance with Section V.B.8 of the Amended and Restated Joint Powers Agreement, which includes funding for the development of the Food Scraps Pickup Program; and

WHEREAS, The investments in the Food Scraps Pickup Program branding, both in terms of time and financial resources, have been significant, and the R&E Board wishes to protect them. NOW, THEREFORE, BE IT

RESOLVED, the R&E Board approves the application for registration of the trademark/service mark for “Food Scraps Pickup Program” with the United States Patent and Trademark Office. BE IT FURTHER

RESOLVED, The R&E Board delegates authority to the R&E Board Chair to sign the application for registration of the trademark/service mark for “Food Scraps Pickup Program” with the United States Patent and Trademark Office.

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Fran Miron, Board Chair  
April 27, 2023

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Attest  
April 27, 2023

PTO- 1478

Approved for use through 10/31/2024. OMB 0651-0009

U.S. Patent and Trademark Office; U.S. DEPARTMENT OF COMMERCE

Under the Paperwork Reduction Act of 1995, no persons are required to respond to a collection of information unless it contains a valid OMB control number

**Trademark/Service Mark Application, Principal Register**

**After verifying that the text information is correct, scroll down on the form to reach the declaration/signature area.**

**To the Commissioner for Trademarks:**

**MARK:** Food Scraps PICKUP Program (stylized and/or with design, see [mark](#))

The literal element of the mark consists of Food Scraps PICKUP Program. The mark consists of the words "Food Scraps PICKUP Program" the words "Food Scraps" are placed above the line under the letter "U," and the word "Program" is placed below the word "PICKUP".

The applicant, Ramsey/Washington Recycling & Energy Board, a joint powers board legally organized under the laws of Minnesota, having an address of  
100 Red Rock Road  
Newport, Minnesota 55055  
United States  
tmclient@stoel.com

requests registration of the trademark/service mark identified above in the United States Patent and Trademark Office on the Principal Register established by the Act of July 5, 1946 (15

International Class 039: Providing information in the field of waste processing with respect to proper residential food scrap management and diversion of food scraps from landfills to co  
Intent to Use: The applicant has a bona fide intention, and is entitled, to use the mark in commerce on or in connection with the identified goods/services.

International Class 040: Waste composting services; waste recycling services; providing information in the field of waste composting and recycling services  
Intent to Use: The applicant has a bona fide intention, and is entitled, to use the mark in commerce on or in connection with the identified goods/services.

The owner's/holder's proposed attorney information: Joshua G. Gigger. Other appointed attorneys are Hannah B. Follender. Joshua G. Gigger of STOEL RIVES LLP, is a member of the I  
attorney(s) is located at

201 South Main Street, Suite 1200  
Salt Lake City, Utah 84111  
United States  
801-328-3131(phone)  
tm-slc@stoel.com

The docket/reference number is 39401-14.

Joshua G. Gigger submitted the following statement: The attorney of record is an active member in good standing of the bar of the highest court of a U.S. state, the District of Columbia, o

The applicant's current Correspondence Information:

Joshua G. Gigger

PRIMARY EMAIL FOR CORRESPONDENCE: tm-slc@stoel.com SECONDARY EMAIL ADDRESS(ES) (COURTESY COPIES): NOT PROVIDED

**Requirement for Email and Electronic Filing:** I understand that a valid email address must be maintained by the applicant owner/holder and the applicant owner's/holder's attorney, if a  
the Trademark Electronic Application System (TEAS).

A fee payment in the amount of \$700 will be submitted with the application, representing of your choosing class(es).

**Electronic Signature**

To electronically sign this document, enter any alpha/numeric characters (letters/numbers)  
include: /john doe/; /jd/; or /123-4567/.

, preceded and followed by the forward slash (/) symbol. Most signatories enter the

**Declaration Signature**







**RAMSEY/WASHINGTON  
RECYCLING & ENERGY**  
CONNECTING VALUE TO WASTE

<b>R&amp;E BOARD MEETING DATE:</b>	April 27, 2023	<b>AGENDA ITEM:</b>	VI.c	
<b>SUBJECT:</b>	Anaerobic Digestion Contract Negotiation Extension			
<b>TYPE OF ITEM:</b>	<input type="checkbox"/> INFORMATION	<input type="checkbox"/> POLICY DISCUSSION	<input checked="" type="checkbox"/> ACTION	<input type="checkbox"/> CONSENT
<b>SUBMITTED BY:</b>	Joint Leadership Team (JLT)			

**R&E BOARD ACTION REQUESTED:**

1. Approve extending the termination date of the Letter of Intent between the Dem-Con Companies, LLC and Hitachi Zosen Inova USA, LLC joint venture and the R&E Board to July 7, 2023, with the option to extend upon mutual written agreement.
2. Authorize the R&E Board Chair to sign the letter documenting the extension.

**EXECUTIVE SUMMARY:**

At the R&E Board's March 1, 2023 meeting, the Board approved a letter of intent (LOI) to be used to develop an organic material supply agreement (OM Agreement) between the Dem-Con Companies, LLC and Hitachi Zosen Inova USA LLC joint venture (DC/HZI) and the R&E Board. The LOI states that it shall terminate sixty (60) days after the effective date of the LOI, but such date can be extended upon mutual written agreement.

The current termination date is May 8, 2023. DC/HZI and R&E staff have been negotiating in good faith to draft and complete the OM Agreement. However, DC/HZI and R&E staff have concluded that more time is needed to complete the OM Agreement and recommend extending the LOI termination date by another 60 days to July 7, 2023.





**ATTACHMENTS:**

1. Draft resolution
2. Letter for Extension of Termination Date for Letter of Intent

**FINANCIAL IMPLICATIONS:**

None.

**SUBJECT:** Anaerobic Digestion Contract Negotiation Extension

AUTHORIZED SIGNATURES		DATE
JOINT LEADERSHIP TEAM		4/20/23
		4/20/23
RAMSEY COUNTY ATTORNEY		4/20/23
WASHINGTON COUNTY ATTORNEY		4/20/23



**RESOLUTION R&EB-2023-07**

WHEREAS, The Ramsey/Washington Recycling & Energy Board (“R&E Board”) is governed by the Amended and Restated Joint Powers Agreement by and between Ramsey County and Washington County dated August 2, 2022 (“Joint Powers Agreement”); and

WHEREAS, The Facility & Finance Committee recommended (R&EB-FFC-2023-01) that the R&E Board approve a letter of intent (“LOI”) between the Dem-Con Companies, LLC and Hitachi Zosen Inova USA LLC joint venture (DC/HZI) and the R&E Board and delegate authority to the R&E Board Chair to sign the final agreement; and

WHEREAS, The R&E Board approved (R&EB-2023-04) the LOI between DC/HZI and the R&E Board, under which negotiation of an Organic Material Supply Agreement (OM Agreement) is to proceed; and

WHEREAS, The LOI terminates sixty (60) days after the effective date of the LOI, which date may be extended on mutual written agreement of the Parties; and

WHEREAS, The R&E Board Chair executed the LOI on March 8, 2023, and the current termination date is May 8, 2023; and

WHEREAS, DC/HZI and R&E staff have been cooperating in good faith to complete an OM Agreement but agree that more time is needed and recommend extending the LOI termination date another 60 days to July 7, 2023, with the ability to extend the termination date upon mutual written agreement. NOW, THEREFORE, BE IT

RESOLVED, The R&E Board hereby approves extending the LOI termination date to July 7, 2023, with the ability to extend the termination date upon the mutual written agreement of the parties; and

RESOLVED, The R&E Board authorizes the R&E Board Chair to sign the letter authorizing the extension.

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Fran Miron, Board Chair  
April 27, 2023

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Attest  
April 27, 2023



April 27, 2023

Mr. Fran Miron, Chair  
Ramsey/Washington Recycling and Energy Board  
100 Red Rock Road  
Newport, MN 55055

**Subject: Extension of Termination Date for Letter of Intent**

Dear Chair Miron:

This letter is to confirm our mutual agreement to extend the current termination date of May 8, 2023 of the Letter of Intent (“LOI”) between the Dem-Con Companies/Hitachi Zosen Inova joint venture entity and the Ramsey/Washington Recycling & Energy Board, in order to complete drafting and negotiation of a final Organic Material Supply Agreement.

Section 4.F. of the LOI establishes the termination date as sixty (60) days after the effective date of the LOI, which was March 8, 2023.

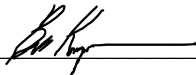
The new termination date shall be July 7, 2023, which date may be extended upon mutual written agreement of the Parties.

This Extension of Termination Date letter (“Letter”) may be executed in one or more counterparts, each of which shall be an original, but all such counterparts shall together constitute but one and the same instrument. A signed copy of this Letter delivered by e-mail or other means of electronic transmission shall be deemed to have the same legal effect as delivery of an original signed copy of this Letter.



Each party acknowledges and accepts this Letter as indicated by its signature affixed below.

**Dem-Con Companies, LLC**

By: 

Printed Name: Bill Keegan, P.E

Title: President

Date: 4/18/23

**Ramsey/Washington Recycling & Energy Board**

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

Printed Name: \_\_\_\_\_

Title: \_\_\_\_\_

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

**Hitachi Zosen Inova USA, LLC**

By: 

Printed Name: Heath Jones

Title: Managing Director

Date: 4/19/23

As to Form:

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

Title: \_\_\_\_\_

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



**RAMSEY/WASHINGTON  
RECYCLING & ENERGY**  
CONNECTING VALUE TO WASTE

<b>R&amp;E BOARD MEETING DATE:</b>	April 27, 2023			<b>AGENDA ITEM:</b>	VIII.			
<b>SUBJECT:</b>	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>	Joint Leadership Team (JLT)							

**R&E BOARD ACTION REQUESTED:**

For information only.

**EXECUTIVE SUMMARY:**

**a. 2022 R&E Annual Report**

Staff will present an overview of R&E’s 2022 annual report, published online and as a printable document. Highlights include:

- Food Scraps Pickup Program
- BizRecycling impacts
- Joint Activities efforts
- R&E Center impacts
- Efforts on new end markets
- Facility improvements

**b. Joint Activities Updates**

Staff continue to work on the implementation of the food scraps pickup program, including the launch of the pilot program for about 2,200 households in four communities in mid-April. Staff will provide an update to the board on overall progress and details related to the pilot, outreach efforts and timeline.

**c. Facility Updates**

Staff will provide updates on R&E Center projects and operations. Foth Engineering & Infrastructure, Inc., the R&E Center’s engineering consultant, will provide a summary of 2022’s odor monitoring efforts.

**d. Procurement Report**

Staff will provide a written report of new contracts and amendments executed under the authority of R&E’s procurement guidelines during the period March 1, 2023 through March 31, 2023. Funding for the contracts is available in the approved Joint Activities, Facility and EM&R Budgets, following approval as to form by the Ramsey County or Washington County attorney’s office.



**SUBJECT:** *Updates and Reports*

**ATTACHMENTS:**

1. 2022 R&E Annual Report
2. Procurement Report

**FINANCIAL IMPLICATIONS:**

None.

AUTHORIZED SIGNATURES	DATE
JOINT LEADERSHIP TEAM	
	4/17/23
	4/18/23



**RAMSEY/WASHINGTON  
RECYCLING & ENERGY**

CONNECTING VALUE TO WASTE



RAMSEY/WASHINGTON RECYCLING & ENERGY

# 2022 Annual Report



# LETTER FROM THE CHAIR

The vision of Ramsey/Washington Recycling & Energy (R&E) is “vibrant, healthy communities without waste.” In 2022, the organization continued to work toward this vision with supportive leadership from the R&E Board, strong partnerships with the two counties to conduct joint waste programming and a balanced budget for facility operations. This report highlights the accomplishments achieved by the organization and two counties in 2022.

Numerous enhancements to the R&E Center were made in 2022, including the completion of the food scrap bag sortation building and ongoing installation of additional processing equipment to recover more resources from the trash. Staff also made noteworthy progress on the infrastructure development of the highly anticipated food scraps pickup program, including securing food scrap bags, developing the program website, customer service support and staffing. The addition of these programs and facility enhancements collectively will recover an additional 70,000 tons of valuable material from the waste stream.



**Commissioner Fran Miron**  
R&E Board Chair

**The vision of Ramsey/  
Washington Recycling &  
Energy (R&E) is “vibrant,  
healthy communities  
without waste.”**

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# ABOUT R&E

Ramsey/Washington Recycling & Energy (R&E) is a joint county organization dedicated to responsible waste management for the benefit of communities, the environment and the economy. **At R&E, a team of 53 union and 28 non-union employees work to drive positive change.** With a commitment to helping residents and businesses reduce waste and recycle better, the R&E team collaborates with staff from Ramsey and Washington counties to bring innovative programs to life. R&E owns the R&E Center, where trash from both counties is delivered, and valuable resources are recovered through state-of-the-art processing.

The R&E Board guides the organization to success. Comprising of commissioners from Ramsey and Washington counties, as well as ex officio members from the City of Newport and the Minnesota Pollution Control Agency, this board brings together a wealth of knowledge and experience to oversee the organization's impactful work.

## 2023 R&E Board Members

### **Fran Miron, Chair**

Washington County Commissioner

### **Victoria Reinhardt, Vice Chair**

Ramsey County Commissioner

### **Trista MatasCastillo, Secretary/Treasurer**

Ramsey County Commissioner

### **Karla Bigham**

Washington County Commissioner

### **Mai Chong Xiong**

Ramsey County Commissioner

### **Michelle Clasen**

Washington County Commissioner

### **Nicole Joy Frethem**

Ramsey County Commissioner

### **Rafael E. Ortega**

Ramsey County Commissioner

### **Stan Karwoski**

Washington County Commissioner

### **Gary Kriesel (Alternate)**

Washington County Commissioner

### **Mary Jo McGuire (Alternate)**

Ramsey County Commissioner

### **Tom Ingemann (ex officio member)**

City of Newport

### **Dave Benke (ex officio member)**

Minnesota Pollution Control Agency

## Partnership on Waste and Energy (PWE)

Ramsey, Washington and Hennepin counties continued to collaborate to maximize diversion of waste resources through integrated waste management solutions. Learn more about the work conducted by the partnership in 2022 by reading the PWE Annual Report.

# Changes to the R&E Joint Leadership Team

R&E's Joint Leadership Team (JLT) is the executive team tasked with carrying out the functions and direction of the R&E Board. Their responsibilities include supervising R&E employees and operations, directing joint county waste planning efforts across the three organizations and overseeing R&E budgets. Comprised of one staff member from Saint Paul-Ramsey County Public Health and one staff member from Washington County's Department of Public Health & Environment, the JLT brings together a balanced mix of expertise.

In September 2022, the JLT experienced a change with the departure of Nikki Stewart from Washington County. However, the team was able to maintain continuity with the interim appointment of David Brummel, Director of Washington County's Department of Public Health & Environment. David brings a strong track record of leadership and commitment to R&E's mission, making him a valuable addition to the team. With new members to the JLT in 2021 and 2022, R&E has been fortunate to have a talented and committed management team that has helped navigate these changes and provide stability to the organization through these transformational years.

## Administration

### Created and hired new positions.

As R&E continues to grow and evolve, several positions were added to the organization to ensure a sustainable staffing level in support of the R&E Center and joint activities programs. A **Scale House Operator**, previously a contracted position, was hired as an R&E employee to better assist the public at the R&E Center. An **HR Administrative Assistant** position was added to assist with increased hiring and HR needs. Positions of **Program Assistant** and **Planning Specialist** were added to support R&E in its programmatic and facility-related work. The **Manager of Planning & Project Management** position was added to provide oversight to the planning and project management functions.

### Juneteenth became a recognized holiday.

On May 26, 2022, the R&E Board approved recognizing Juneteenth as an R&E holiday. In doing so, the R&E Board joined countless other organizations throughout the state in acknowledging the achievements as well as the hardships that African Americans have endured and are still enduring.

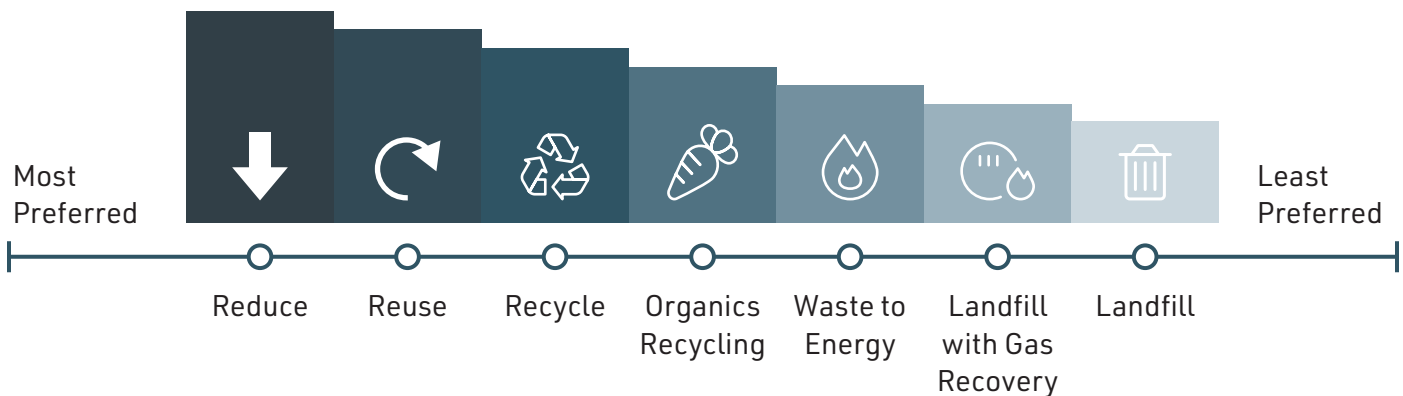
### Hired union positions.

As R&E continues to make technological advancements at the R&E Center, hiring of plant staff has increased. In 2022, during a challenging labor market, 13 plant laborers and one processor apprentice were hired. Of the thirteen laborers, seven were promoted into the Processor Apprentice program later in the year.

# PROGRAMS – UPSTREAM WASTE PREVENTION

R&E works with the counties and partners to provide programs to promote waste reduction, reuse and recycling in the community. This collaboration supports local food recovery efforts, helps businesses operate more efficiently and provides resources to help community members live more sustainably.

Through all its work, R&E’s goal is to move materials up the waste hierarchy to ensure those materials don’t arrive at the R&E Center.



## BizRecycling

**BizRecycling helps businesses, nonprofits, apartments and schools reduce waste and recycle better.**

### Success Story

NETZRO is a St. Paul-based food upcycling startup that partnered with BizRecycling and Waste Wise in 2022 to implement a multi-faceted approach to waste reduction and mitigation. Utilizing both the traditional BizRecycling Grant and the Waste Reduction & Innovation Grant, NETZRO was able to upcycle more spent grain from breweries, begin a grain bag reuse pilot program and ensure they handle their own recycling and composting as best they can. NETZRO was able to process over 9,000 pounds of spent brewery grain into 2,800 pounds of upcycled grain and flour that was packaged, milled and sold to customers, generating nearly \$4,000 in profit. The same project demonstrated the viability of utilizing and reusing spent malt bags as packaging for dried grain that was sold as feed to farmers.

NETZRO plans to continue to expand upon these efforts and further demonstrate the potential for more spent grain upcycling and the numerous environmental benefits that results from these activities.



## 2022 BizRecycling Impact

**\$448,940**

in grants awarded

**891**

tons of CO<sub>2</sub> avoided equivalent to 162 cars

**\$57k**

in annual cost savings to businesses

**231**

businesses received on-site consultations

**17**

started collecting recycling

**20**

started collecting organics

**83**

awarded grants

**56**

made improvements to existing collection systems

**1.6**

million pounds of waste diverted from the trash

**19%**

of businesses that received grants are owned by people of color

**95,403**

pounds of waste diverted from the trash

**80**

pounds of CO<sub>2</sub> avoided

**\$15,900**

in annual cost savings to apartments

**131**

new apartments received on-site consultations

**21**

apartments started collecting recycling

**5**

apartments started collecting organics

**35**

awarded grants

**\$380,357**

in grants awarded

**35%**

of buildings are in neighborhoods highly vulnerable to climate change

**Businesses and Institutions**

**Apartments and Condos**



## New Expanded Grant Portfolio

### Bin-Only Grant

NEW!



Get up to  
**\$2,500**

in trash, recycling and food waste bins directly to small businesses.

### Recycling Grant



Get up to  
**\$10k**

to improve recycling and food waste collection at businesses.

### Recycling Grant



Get up to  
**\$20k**

to improve recycling and food waste collection at apartment buildings.

### Food Recovery Grant

NEW!



Get up to  
**\$20k**

to support organizations that recover surplus, edible food to distribute to people in need.

### Waste Reduction & Innovation Grant

NEW!



Get up to  
**\$50k**

to prevent the creation of waste.

### Organics Reward



Get up to  
**three months'**  
reimbursement of organics hauling costs.

## Waste Reduction & Innovation Grant

The Waste Reduction & Innovation Grant supports businesses in implementing large-scale waste prevention projects. These projects can take many different forms, including buying in bulk, package reduction, reuse and remanufacturing.

Five Waste Reduction & Innovation Grants were awarded in 2022, totaling \$231,689.

**Projects are being implemented in 2023, with an anticipated reduction of 4,610 tons of waste.**

The awarded projects include:

- › Research and development costs for a freezable and compostable food package
- › Equipment and supplies to package wine in bulk
- › Equipment to construct wood pallet recycling lines





## Apartment Recycling Specialists

The Apartment Recycling Specialist (ARS) program, launched in 2021, trains residents to become recycling and waste reduction leaders in their buildings. Apartment Recycling Specialists support resident education and recycling/waste reduction activities in their apartment complexes, building community capacity and increasing waste diversion. Specialists have completed many projects, including food scraps collection, information sessions, outreach to fellow residents and targeted collection events including electronics, plastic film and mattresses. Nine dedicated specialists reached thousands of multi-unit residents in 2022, making a difference in their communities, one waste-free action at a time.



In the spring of 2022, the ARS program received an Environmental Innovation award at the annual Environmental Initiative awards program.

## Food Recovery and Waste Prevention

In 2022, R&E partnered with organizations to support food waste reduction efforts.

Some of the highlights of this work include:



Nearly 10 million pounds of food recovered (surplus food collected and distributed to people in need), equivalent to a reduction of 2.1 tons of CO<sub>2</sub>, or 460 cars taken off the road for a year.



Over \$300,000 in grants awarded to 15 organizations, ranging in size from statewide food banks to neighborhood-based food shelves and distributors located in Ramsey or Washington County.



A continued partnership with the LEAFF Program, operated by The Good Acre, to support BIPOC farmers that reside and farm in our two counties, ensuring that all their produce went to markets and helping farmers maximize their crops. This prevented 18,000 pounds of locally grown, fresh produce from going to waste.



Food Recovery Grants offered for the second time and integrated into the BizRecycling Program.



An expanded partnership with North Country Food Alliance to collect over 36,000 pounds of fresh, surplus produce from vendors at farmer's markets in both counties. This produce was then distributed to people in need through seven local food shelves.

## Food Scraps Pickup Program

Approximately 20% of waste collected in Ramsey and Washington counties is food scraps, like fruit and vegetable peels, eggshells, bones and coffee grounds. To keep this material from becoming trash, the counties and R&E are working to develop and launch a program to collect food scraps from residents' homes so that this material can be converted into nutrient-rich compost and renewable biofuels. The food scraps pickup program will be available to all residents in the two counties at no cost and will roll out in phases beginning in 2023, starting with a program pilot with about 2,000 households.



The program will utilize thick, compostable "food scrap bags" to collect this material. Food scrap bags will be collected with trash and then sorted from the trash at the R&E Center. This system requires no additional carts or collection trucks and allows all residents to participate, regardless of city, housing type or hauler.

Here's how it will work:



Order your free supply of food scrap bags.



Collect your food scraps in the bags. Once a week or when the bag is full, tie a knot at the top to close the bag.



Place your bag inside your trash cart or dumpster for collection.



Done!

## Planning

In 2023, the counties and R&E began creating plans for the program pilot and its implementation. Pilot areas were established through evaluation of current garbage hauler routes, the need to test the program in communities representative of the two counties' diverse neighborhoods, housing types and other operational considerations. The program pilot will involve around 2,000 households in areas of Maplewood, North Saint Paul, Newport and Cottage Grove. The program pilot is expected to start in spring of 2023, and feedback received from the pilot residents will be used to refine the program as it's gradually rolled out to the rest of residents in Ramsey and Washington counties.





## Development

While residents' experience will be simple and convenient, multiple components of the system's design were developed in 2022 to prepare for the program launch, including:

- › Imprint on the food scrap bags
- › Website for residents to learn about the program and order bags
- › Customer support scripts and training for agents to assist residents with questions and/or ordering bags
- › Communication and educational materials



## Engagement

Two engagement efforts occurred in 2022 to get resident feedback on the program, which will inform communications and educational materials prior to program launch:

- › **Program Trial:** In the spring of 2022, this engagement focused on understanding resident experience and barriers to participation. Forty residents, who have and have not had experience collecting food scraps, got to test the food scrap bags in their homes. Residents collected food scraps for two weeks, journaled about their experience and then participated in a post-trial focus group.
- › **Language Accessibility:** The program materials will be available in six languages - English, Spanish, Oromo, Somali, Karen and Hmong. The language accessibility engagement in the summer of 2022 focused on readability and comprehension of program materials. Fifty residents provided feedback through in-person surveys at community centers, community-based organizations, events, places of worship and neighborhood markets.



## Related Activities

In 2022, the two counties and R&E worked together to develop initiatives related to food waste to prepare for an effective and efficient launch of the food scraps pickup program. These efforts include public promotion of food waste reduction messages and education, providing grant funding for food recovery efforts and creating a market for finished compost.





**Impact: Reduction of VOC (volatile organic compounds) by nearly 700 lbs.**

## Business Pollution Prevention

The Business Pollution Prevention Program provides free technical and financial support of up to \$50,000 to help businesses – like dry cleaners, auto body shops, industrial painters and printers – transition to using safer, more sustainable chemicals and modern, high-efficiency equipment. In 2022, the program expanded to both Ramsey and Washington counties and awarded grants to an auto body shop and dry cleaner, both of which are now putting their projects into motion. Several operational and programmatic improvements were implemented, including evolving workflows, streamlining communication, and establishing future goals. Additionally, R&E identified and began working with a new vendor to administer this program.

## Mattress Recycling

R&E continued its partnership with Second Chance Recycling to operate several mattress recycling pilot programs. Mattress recycling is offered for free or at a reduced cost to residents, and the program was expanded in 2022 to include Washington County. Mattresses were collected from three city cleanup events, 41 multi-unit buildings, four residences managed by Saint Paul Public Housing Agency, and by curbside collection for Stillwater residents. These efforts resulted in the collection and recycling of 1,791 mattresses, which is equivalent to nearly 50 tons, or 100,000 pounds, of waste prevented. The pilot program with multi-unit buildings resulted in multiple properties switching from disposal to recycling longer-term, helping to prevent future waste. The pilot tests will inform future efforts to divert mattresses and other bulky items from the trash.



**These efforts resulted in the collection and recycling of 1,791 mattresses, which is equivalent to nearly 50 tons, or 100,000 pounds, of waste prevented."**





## Deconstruction Grants

Deconstruction is the process of taking apart a building so materials – like cabinets, light fixtures, structural lumber, doors and more – can be reused instead of being sent to a landfill. At the end of 2021, R&E and Ramsey County launched a new grant program to support deconstruction projects at residential and commercial properties. R&E issued the first commercial deconstruction grant on a pilot basis for a mixed-use building, salvaging over 50 doors, several light fixtures, etc., for reuse. After a successful pilot, this program expanded to all eligible residential and commercial properties in Ramsey and Washington counties in 2022.

## Compost Market Development

In advance of rolling out the food scraps pickup program, R&E continues to explore ways to increase demand for compost in the two counties. As the counties begin sending more food scraps to compost facilities, we also want to ensure adequate demand for this valuable end-product. R&E and Ramsey County provided 334 cubic yards of food scrap-derived compost to 32 community gardens and two community events at no cost. R&E also partnered with the University of Minnesota to assess soil health and nutrients of 20 community gardens, resulting in recommendations for incorporating soil analysis into decisions about compost use. This work will continue to inform the best practices regarding use of food scrap-derived compost in gardens and landscaping projects throughout the two counties.



# EDUCATION & OUTREACH

## Food Waste Reduction Campaign

Ahead of the food scraps pickup program launch, Ramsey and Washington counties worked with R&E to develop and promote a food waste reduction campaign called, "Food: Too Good to Waste." The campaign promoted waste reduction messaging through advertisements on social media, billboards, gas station and grocery store TVs and public transit. Nearly 40 million impressions were attributed to this campaign in 2022!

The campaign homepage, hosted on R&E's website, includes tips on food storage, meal planning and cooking to help households reduce food waste, saving them money and reducing their impact on the environment.

## Earth Day

Earth Day Action Quest was back for its third year. The program encouraged residents to reduce waste, recycle better and appreciate our beautiful environment. The campaign site had 1,600 visitors. Donating used items, collecting food scraps and visiting local parks were the most popular program activities.



## Communication

R&E continues to explore new and engaging ways to communicate with and serve the community. In 2022, R&E created two educational and promotional videos:

- An informative "About R&E" video to share with youth groups during R&E Center tours.
- A time-lapse video showing the installation of the innovative expansion of the R&E Center's recyclable recovery system.

These videos serve as valuable resources for educating and connecting with the public and highlighting the impact of R&E's programs and facility on responsible waste management and reduction efforts.

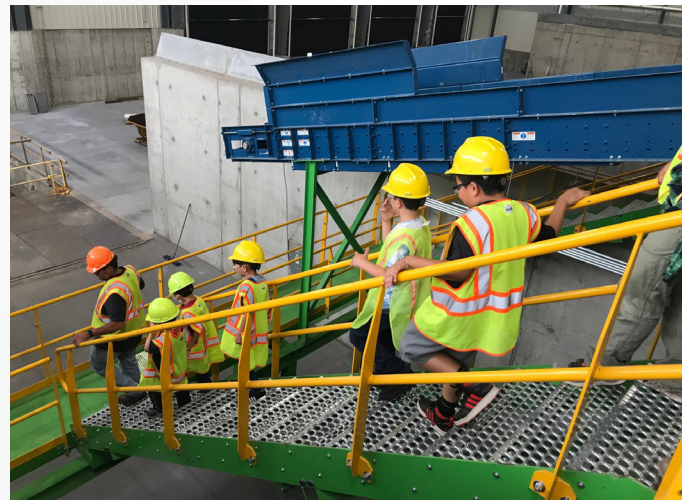
R&E's social media reach grew in 2022, with over 200,000 impressions across Facebook, LinkedIn, and YouTube. Additionally, nearly 80,000 visitors checked out the R&E website during the year. The most popular pages included Food Waste Reduction and Food Recovery Grants (now hosted on BizRecycling's website). The R&E team looks forward to expanding the educational tools and resources offered on the website in 2023!



## R&E Center Tours

R&E Center tours are back! After a pause during the COVID-19 pandemic, the doors of the Newport facility have been reopened to the public. Since late 2022, staff have welcomed nearly 200 visitors to the R&E Center. During the tours, guests get an inside look at how R&E is innovating waste management by recovering value. This includes a general overview of the facility, guided interactive activities, conversation about waste reduction and, when possible, a visit to the facility floor, which includes the new machinery and robotics for the soon-to-launch food scraps pickup program. Explore this exciting opportunity and join the growing list of groups who have toured the R&E Center – from Boy Scouts to homeschool groups to the MN Farm Bureau, the R&E Board of Commissioners, County leadership, and more.

Request a tour  
or take a virtual  
tour today!



## R&E Board Tour

On August 10, 2022, members of the R&E Board toured the R&E Center. Due to the ongoing pandemic, this marked the first opportunity for the board members to see the investment in the new facility enhancements that they have supported over the past two years. The tour included a presentation, which highlighted the R&E operations and Joint Activities programming. It also offered the board members a chance to see the new food scrap bag processing area, where food scrap bags will be sorted and recovered from incoming trash using robots and artificial intelligence.

# R&E CENTER – DOWNSTREAM WASTE MANAGEMENT

Working with five transfer stations and over 80 haulers, the Recycling & Energy Center (R&E Center) processes all trash from residents and businesses in the two counties. That's nearly 14% of the state's trash. At the R&E Center, trash is processed to recover recyclable metals and to produce fuel used in Xcel power plants to generate electricity. Processing trash keeps it out of landfills and recovers value.

## Food Scrap Bag Sortation Building and Equipment

Construction of the food scraps sorting line was completed in 2022 with two infeed conveyors and four robots to aid in the food scraps pickup program. The compostable food scrap bags will be separated at the R&E Center before being transported to a commercial composting facility. This initiative creates ten new union jobs to support the food scrap building operations.

## Recyclable Recovery System (RRS)

Construction on the recyclable recovery lines began in mid-2022 and is expected to be completed by mid-2023. This processing line will recover ferrous and non-ferrous metals, PET and HDPE plastics, corrugated cardboard and small organic-rich materials and is estimated to move 25,000 tons up the waste hierarchy. The remaining material will be integrated into the RDF processing line.



# R&E Center 2022 Processing and Impact Numbers

**433,832 tons**  
of Municipal Solid  
Waste Generated  
in Ramsey and  
Washington  
Counties



**45%**  
delivered directly to R&E Center

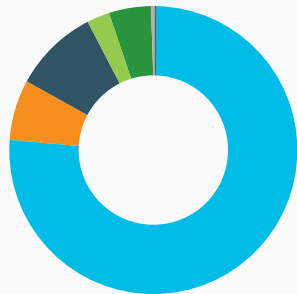
**55%**  
delivered to transfer stations



**393,165 tons**  
processed at the R&E Center

**40,667 tons**  
sent to landfills from transfer stations

**393,165 tons**  
of Waste Processed  
at the R&E Center



**320,415 tons** refuse-derived fuel produced  
**20,532 tons** process residue produced  
**33,679 tons** bulky waste landfilled  
**12,044 tons** ferrous metal recovered for recycling  
**825 tons** aluminum recovered for recycling  
**95 tons** appliances recycled  
**44 tons** tires recycled



**97,000**  
fewer metric tons of CO<sub>2</sub> than  
if trash had been landfilled

=



**20,901**  
cars taken off the  
road for a year

## Impact



**13,000**  
homes powered for a year by electricity generated  
from refuse-derived fuel produced at the R&E Center



## New Dust Control System

In coordination with the processing enhancement projects, R&E's existing dust collection system, which was nearing the end of its useful life, was replaced in late 2022. The new system supports the current processing lines and provides additional capacity for the soon-to-be-completed recyclable recovery line. The dust collection system is a critical aspect for ensuring the safe operation of the R&E Center.



## Odor Control Management

In 2022, the R&E Center made several facility improvements aimed at improving odor control. To support the new food scraps building, the facility acquired a third heavy-duty EcoSorb odor control unit. The loadout area, expanded and enclosed in 2021, also increased odor control capacity. Additionally, new rooftop units and louvers were added to the tip floor to restrict airflow when the R&E Center is not processing.



## New Equipment at the Facility

During 2022, the facility purchased the following:

- **All-electric yard tractor** – This is the second electric yard tractor the facility uses for daily operations.
- **Fire Rover** – Remote monitoring, detection and fire suppression capability. The R&E Center added a second Fire Rover unit to support the food scraps building tip floor.
- **Two grapple cranes** – The R&E Center purchased and installed new grapple cranes from BuiltRite Manufacturing located in Two Harbors, MN.
- **966H Caterpillar front-end loader** – Through Ziegler in Bloomington, MN, the R&E Center purchased a used front-end loader from California and had it rebuilt. The R&E Center took delivery in 2022.





## Odor Management

In 2022, there were no instances of municipal solid waste (MSW) odor detections above permitted levels. R&E and its contractors conducted over 660 odor inspections in 2022, with only 3.3% resulting in municipal solid waste (MSW) detections, none of which were above permitted levels.

## Developing New End Markets for R&E Center Byproducts

Ramsey and Washington counties have been evaluating next-generation technologies to manage waste for about two decades. One way R&E can move waste up the solid waste management hierarchy is to sort out more high value materials from trash. Organics, such as food scraps and other organic-rich material, make up 20% of trash by weight and are a low-hanging fruit for capturing new value from waste. R&E has targeted the capture of organics through our new recyclable recovery system and food scraps pickup program and will soon find more value from waste using anaerobic digestion.

Anaerobic digestion converts food scraps into clean, renewable energy and reduces waste going to landfills. As a part of the evaluation of this technology, key staff from R&E, along with the R&E Board's Facility & Finance Committee, embarked on site visits in 2022 to see established digestion facilities in England and Sweden. These site visits helped us see how this technology works in northern climates like ours.

After a robust process of proposal and evaluation that started in 2020, the R&E Board authorized direct negotiations with two anaerobic digestion vendors, with the direction to recommend a partner to manage about 50,000 tons of food scraps and organic-rich materials. Pending final agreement, R&E expects to manage organics with anaerobic digestion starting in 2026.



Work on developing the next generation of end markets for refuse-derived fuel (RDF) continued in 2022 as well. In November, R&E released a Request for Information for the use of RDF and process residue. Possible end markets may include waste-to-energy, gasification or other technologies.

# Financials

R&E operates out of three budgets: the Joint Activities Budget, the Facility Budget and the Equipment Maintenance & Repair Budget.

## Joint Activities Budget

The Joint Activities Budget supports a variety of projects to meet goals outlined in the counties' waste management plans and is funded by Ramsey and Washington counties. Both counties charge a fee associated with collecting trash, referred to as the County Environmental Charge (CEC). A portion of CEC fees fund the Joint Activities Budget.

<b>Project Management</b>	<b>2,394,543</b>
<b>Business Recycling</b>	<b>3,043,561</b>
<b>Community Waste Solutions</b>	<b>132,223</b>
<b>Food Scrap Recycling</b>	<b>753,545</b>
<b>General Outreach</b>	<b>1,048,693</b>
<b>Policy Evaluation</b>	<b>1,016,415</b>
<b>Total</b>	<b>8,388,980</b>

## Facility Budget

The Facility Budget supports the operation of the R&E Center. This enterprise budget is funded by tipping fees.

<b>Personnel</b>	<b>7,667,680</b>
<b>Fuel</b>	<b>6,130,987</b>
<b>Landfill</b>	<b>5,413,409</b>
<b>Transportation</b>	<b>8,571,286</b>
<b>Transloading</b>	<b>2,410,095</b>
<b>Operations</b>	<b>8,789,132</b>
<b>Debt Service</b>	<b>1,693,856</b>
<b>Total</b>	<b>40,676,445</b>

## Equipment Maintenance & Repair Budget

The Equipment Maintenance & Repair Budget supports equipment maintenance, repair and replacement at the R&E Center. This budget is partially funded by the sale of recyclables recovered from the trash at the R&E Center.

<b>Equipment</b>	<b>68,856</b>
<b>Maintenance</b>	<b>1,398,263</b>
<b>Total</b>	<b>1,467,119</b>



## Contact Us

Ramsey/Washington Recycling & Energy  
100 Red Rock Rd  
Newport, MN 55055

651-768-6670

651-377-1139 to speak to a translator

[info@recyclingandenergy.org](mailto:info@recyclingandenergy.org)

[recyclingandenergy.org](http://recyclingandenergy.org)



**RAMSEY/WASHINGTON  
RECYCLING & ENERGY**

CONNECTING VALUE TO WASTE



**RAMSEY/WASHINGTON  
RECYCLING & ENERGY**  
CONNECTING VALUE TO WASTE

Report of all professional service and supplies, equipment, material, and labor (SEML) contracts, amendments and solicitations issued and executed under authority of Ramsey/Washington Recycling & Energy’s procurement guidelines (Resolution R&EB 2022-06), March 1, 2023, through March 31, 2023.

Vendor	Effective Date	Description	NTE/Budgeted Amount	Procurement Type
Husch Blackwell, LLP	3/1/23	Facility – Legal Services	Rate Setting	Professional Service
Central States Wire Products, Inc	3/1/23	Facility – Baling wire	Approximately \$5,000 per year	SEML
Saints Baseball, LLC	1/1/23	Joint Activities – Processes entity change for BizRecycling promotional services	\$50,000	Professional Services
Saints Baseball, LLC	1/1/23	Joint Activities – Processes entity change for outfield wall BizRecycling advertising	\$20,000 per year	Professional Services
Schlomka Services, LLC	3/1/23	Facility – Industrial holding tank maintenance	Approximately \$10,000 per year	SEML
Robert Lee Hurt	3/31/23	Joint Activities – Deconstruction Grant to salvage building materials.	\$2,958	Grant
Universal Protection Service, LLC dba Allied Universal Security Services	3/1/23	Facility – Provides temporary staffing to the Scale House	Rate Setting	Professional Services
Industrial Welders & Machinists, Inc	3/1/23	Facility – Labor and materials for welding, fabrication, and machining	Rate Setting	SEML
Corval Constructors, Inc	5/1/23	Facility – Specialized labor services	Rate Setting	SEML
Pomp’s Tire Service, Inc	4/1/23	Facility – Provides recapped equipment tire services	Rate Setting	SEML
Compoze Labs, LLC	3/22/23	Joint Activities – Amendment to increase the NTE to account for additional services and functionality integrated into the Food Scraps Pickup Program website design	\$392,979	Professional services
King Cutting, Inc	3/1/23	Facility – Lawn Services	Under \$10,000 per year	SEML
HDR Engineering, Inc	1/1/23	Joint Activities – Amendment to adjust rates for one of R&E’s engineering services providers	Target of \$280,000 per year	Professional services

SUBJECT: *Procurement Report*

Wehrman Collaborative dba Digital Accessibility by WeCo	1/16/23	Joint Activities – Provides accessibility audit services for the Food Scraps Pickup Program website	\$9,000	Professional Services
Saint Paul Area Chamber of Commerce	1/1/23	Joint Activities – Provides outreach and marketing services for BizRecycling Programs	\$30,000 for 2023	Professional Services
Greater Stillwater Chamber of Commerce	4/1/23	Joint Activities – Provides outreach and marketing services for BizRecycling Programs	\$11,250	Professional Services
JES Sales Inc	1/1/23	Facility – Parts for walking floor trailers	Approximately \$15,000 per year	SEML
City of Saint Paul Parks & Rec	1/1/23	Facility – Waste Delivery Agreement	NA	Waste Delivery Agreement
City of North Saint Paul	1/1/23	Facility – Waste Delivery Agreement	NA	Waste Delivery Agreement