



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

**Date:** Thursday, December 7, 2023

**Time:** 9:00 a.m. – 11:00 a.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: 569 661 943# | 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 – October 26, 2023** Action Page 2
- IV. Consent Agenda – No items.**
- V. Governance**
  - a. 2024 Meeting Schedule Action Page 8
- VI. Management and Administration**
  - a. Xcel Energy Letter of Intent for RDF Supply Agreement Action Page 12
- VII. Policy - No items.**
- VIII. Updates and Reports** Information Page 18
  - a. Partnership on Waste and Energy Update
  - b. Joint Activities Updates
  - c. Facility Updates
  - d. Procurement Report Page 19
- 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, January 25, 2024 | 10:00 a.m. – 12:00 p.m. | Ramsey County EH Maplewood



**THURSDAY, OCTOBER 26, 2023**  
**RAMSEY/WASHINGTON RECYCLING & ENERGY BOARD MINUTES**

A meeting of the Ramsey/Washington Recycling & Energy Board (R&E Board) was held at 10:05 a.m. on Thursday, October 26, 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, Mary Jo McGuire, Rafael Ortega, Victoria Reinhardt, Mai Chong Xiong – Ramsey County

**MEMBERS NOT PRESENT**

Commissioner Trista Martinson - Ramsey County  
Commissioner Gary Kriesel (alternate) - Washington County  
Commissioner Mary Jo McGuire (alternate) - Ramsey County

**EX-OFFICIO MEMBERS PRESENT**

Tom Ingemann, City of Newport

**EX-OFFICIO MEMBERS NOT PRESENT**

Dave Benke, Minnesota Pollution Control Agency (MPCA)

**ATTENDING AT RAMSEY ENVIRONMENTAL HEALTH, MAPLEWOOD**

Sara Bergan, Dave Brummel, Trisha Duncan, Melissa Finnegan, Jared Graham, Kelli Hall, Sam Hanson, Sam Holl, Caleb Johnson, Kevin Johnson, Jennefer Klennert, Cassie Lefeber, Andrea McKennan, Marcelo Neblett, JoAnn Norden, Matt Phillips, Elisa Rasmussen, Jim Redmond, Michael Reed, John Ristad, Daniel Schmidt, Jody Tharp, Darren Tobolt, Mike Wilhelmi

**ATTENDING REMOTELY**

Kate Bartelt, Alisha Black, Alison Cameron, Ben Clark, Shannon Conk, Brendan Coughlin, Max Dalton, Dan Donkers, Leslie Duling McCollam, Amanda Erickson, Sam Ferguson, Rae Eden Frank, Annalee Garletz, Jessica Hall, Sara Hollie, Filsan Ibrahim, Fatima Janati, Hannah Keller, Julie Ketchum, Nick Kluge, Juna Ly, Ashley Marston, Brittany Palme, Jessica Paquin, Elisa Rasmussen, Minette Saulog, John Springman, Jordan Thone, Felicia Tri, Jenna Venem, Ami Wazlawik, Susan Young

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

Chair Miron called the meeting to order at 10:05 a.m. Introductions of attendees present in Maplewood were made. Commissioner Bigham moved, seconded by Ortega, to approve the agenda as presented.

Motion carried 8-0. Ayes: Bigham, Clasen, Frethem, Karwoski, McGuire, Miron, Ortega, Reinhardt; Nays: None

**APPROVAL OF MINUTES**

Commissioner Ortega moved, seconded by McGuire, to approve the minutes of October 5, 2023. Commissioner Karwoski requested the minutes be amended to include his comments made during the October 5, 2023, meeting regarding the role of R&E, beyond guidance, in supporting businesses with the cost of transitioning to safer chemicals and higher efficiency equipment. The minutes will be amended with that addition.

Motion carried 8-0. Ayes: Bigham, Clasen, Frethem, Karwoski, McGuire, Miron, Ortega, Reinhardt; Nays: None

## **MANAGEMENT AND ADMINISTRATION**

### **2022 Financial Statements**

Matt Phillips, R&E accounting manager, stated that R&E is audited annually by the Office of the State Auditor (OSA). The audit process is comprehensive and began in January 2023. R&E's statements were prepared by Ramsey County accountant Dan Rakhola. The audit was conducted by Felecia Tri, Local Government Auditor and Brittany Palme, Audit Director representing OSA. Annual audits include evaluation of financial statements, internal controls and procedures, ensuring invoices are paid on time and how contracts are handled. Phillips noted that R&E has not had an audit finding since 2016.

Felecia Tri reviewed the audit letters. The audit was delayed partially due to R&E staff turnover. There are no disagreements to note, and this is an unmodified opinion, the highest that can be assigned.

Brittany Palme shared that there was no report on internal controls because there were no related audit findings. There were no written findings regarding controls or compliance.

Dave Brummel, Washington County and R&E Joint Leadership Team (JLT), noted that this audit is another reflection of the deep bench and talent of staff and knowledge and support from the finance departments of Ramsey County and Washington County.

### **Facility & Finance Committee Report**

Commissioner Reinhardt presented an update from the October 11, 2023, Facility & Finance Committee meeting at which the committee reviewed the 2023 budget and the proposed 2024-2025 budget.

### **2023 Budget Update**

Michael Reed, Ramsey County and R&E Joint Leadership Team (JLT) stated there is a surplus in the Joint Activities Budget and a deficit in the Facility Budget, both of which will be reviewed at the end of 2023.

#### *Joint Activities Budget*

Sam Hanson, R&E Joint Activities (JA) manager, stated that the surplus is slightly lower than what was presented in July, partly due to getting projects started and an uptick in grant requests.

Chair Miron said that because there is policy related to Joint Activities Budget surplus, it would be useful to see the history of the variance for that budget, as R&E has typically been under budget for Joint Activities.

Commissioner Reinhardt commented that the impact of COVID on projects should be reflected in the budget history since the numbers do not fully reflect why there was a budget surplus.

#### *Facility Budget*

Sam Holl, R&E Center facility manager, said there are no new drivers in the budget since the July 2023 budget presentation. Operating expenses include surpluses in personnel costs due to hiring for processing enhancements and vacancies on overnight shifts, and for fuel supply. Renewal of facility insurance was \$800k more than what was budgeted. Landfill costs are \$1.8k higher than budgeted. R&E should have an additional landfill opportunity by the end of the year, as Pine Bend has resolved space concerns. Holl is interested in reviewing the Pine Bend pricing proposal, which is less expensive than what R&E is currently paying.

Revenue is projected to have a \$910k surplus. The variance, after operating expenses, is a \$602k deficit. Holl stated that the board has a policy option to transfer money from the Joint Activities Budget surplus to the Equipment, Maintenance and Replacement (EM&R) contingency fund but could decide to transfer Joint Activities Budget surplus to the Facility Budget. The EM&R Budget has a surplus of \$400k for equipment and maintenance, while recyclables revenue has a surplus of \$250k.

Commissioner Xiong arrived.

Commissioner Reinhardt commented on the increased cost of insurance, pointing out that R&E now has more of an investment to insure due to the facility enhancements.

Commissioner Ortega inquired whether the insurance increase of 400% is due to additional equipment. Holl said it is related more to the industry sector, due to added risks of fires. Commissioner Ortega asked how many insurers were involved in obtaining this coverage. Holl said R&E uses an insurance broker and multiple brokers were interested this year. Multiple insurers were engaged to provide tiered coverage for R&E.

Commissioner McGuire asked at what point R&E will reduce what goes into landfills. Holl said that, in addition to work done with Joint Activities to reduce, reuse and recycle, the primary milestone that can be anticipated includes organic-rich material in the fourth quarter of 2026 or first quarter of 2027 as landfill diversion strategies.

Commissioner Clasen asked what demographics are being used related to population growth and whether capacity is considered should there be a 10-20k population increase. Holl said that would be evaluated in each two-year budget; the 2024-2025 budget was approved using 450,000 tons of capacity annually. Commissioner Clasen asked if R&E is tracking increased industry development that affects R&E Center operation. Holl said it is not tracked at the R&E Center level at this time.

Commissioner Reinhardt said that state statutes goals are 75% recycling and composting by 2030, with no more than 15% being put into landfills. These goals have changed over the years, and new technologies are coming online that will help the counties meet current goals.

Commissioner Ortega said R&E should start looking at demographics regarding development for forecasting purposes including looking at new business development in the region such as a new Amazon facility. Michael Reed said one metric is per capita waste generation, and it would be a success if this number decreases for multiple reasons. This relates to what R&E is doing as part of legislative activities around extended producer responsibility (EPR), packaging waste, increasing numbers on recycling and other strategies. It is evident that an increase in population will result in the generation of more waste.

Commissioner Karwoski said that given, projections of growth, it would be good to look for capacity issue projections 5-10 years out. Now that the state is giving indications of getting into energy and recycling funding, it seems an opportunity to lobby the state for reducing packaging on the front end.

Commissioner Reinhardt said the Partnership on Waste and Energy (PWE) is the lobbying arm of R&E. Its work includes EPR to get a handle on packaging and other issues, such as toxicity reduction. Minnesota has a trichloroethylene (TCE) ban, and the federal government is making some movement on that, as well. The PWE platform is aggressive, but there are advocates at the state who will push hard to get some of this legislation passed.

Commissioner Karwoski said that, in his experience in a career with a manufacturer, companies are concerned about packaging and are interested in reducing packaging, especially if they can save money.

Commissioner McGuire commented that at the large urban county caucus for the National Association of Counties (NACo), an Amazon vice president was on a panel. NACo pushed them about packaging and was told that Amazon is aware and has started a group to look at this issue. It is important to keep pressure on vendors across the board for every decision related to packaging.

Commissioner Clasen said R&E could ask that cities provide planning for future development (certificates of occupancy); they provide it to the state already, so they should be able to provide it to R&E.

Commissioner Reinhardt asked what the maximum allowed is through state permitting. Holl said he thinks it is 500k tons but will check. Reed said staff can get back with the exact capacity.

### **Presentation from Xcel Energy**

Guests from Xcel Energy included Trisha Duncan, Director, Community Relations; Jared Graham, RDF Plants Director; Elisa Rasmussen, Sr. Manager, Community Relations; and Michael Wilhelmi, Community Relations.

Trisha Duncan provided an overview of Xcel Energy, which serves 3.7 million electric customers and 2.1 million natural gas customers in eight states. Xcel has 1.3 million electric and 477k natural gas customers in Minnesota. Xcel's priorities include leading the clean energy transition, enhancing the customer experience and keeping bills low for its customers.

Xcel's current Upper Midwest energy plan was filed in 2022, with the next plan to be filed in 2024. Plans include retiring the last coal plants in the Upper Midwest by 2030, adding additional renewables by building 2.5 megawatts (MW) of solar energy and 2.15 MW of wind energy by 2032, continuing carbon-free nuclear by continuing the process to gain approval to run the Monticello plant until 2040, and enabling a carbon-free future through use of natural gas facilities and exploring new clean energy sources. Xcel's goal is to be a net-zero energy provider by 2050.

Xcel recently received U.S. Department of Energy matching funds grants with upfront costs reimbursable to Xcel. Grants include \$925 million in partnership with other entities for hydrogen hubs, \$464 million in transmission funds and \$100 million for grid resiliency and wildfire mitigation.

Jared Graham discussed the distribution of Upper Midwest electricity energy sources (coal, natural gas, nuclear, wind, solar and other renewables) in 2022 and projected changes by 2030, noting that the Red Wing and Wilmarth (Mankato) facilities are classified as other renewables. Approximately 90% of refuse-derived fuel (RDF) handled at Red Wing comes from Ramsey and Washington counties, with the remaining 10% coming from Goodhue County. Approximately 35% of R&E's RDF goes to Redwing and 65% to Wilmarth.

Combustion reduces waste volume by 90%, with only ash going to landfill. It is a proven method to destroy per- and polyfluoroalkyl substances (PFAS) economically. Xcel has done extensive stack testing at Red Wing and Wilmarth for PFAS, and preliminary data indicates 99.6% to 99.9% destruction of PFAS, well below all published values for allowable levels.

Xcel RDF plants are still considered renewable under the 100% Carbon Free Electricity bill by 2040 under Statute 216B.1691. A Public Utilities Commission (PUC) document seeks to identify any clarifications needed to the list of eligible energy technologies. As of October 18, 2023, no changes were proposed by PUC that affect RDF plants.

In 2021, Xcel partnered with the State University of New York at Buffalo to model the alternative fate of landfilling if Red Wing and Wilmarth were shut down in 2027. The study used the EPA waste reduction model (WARM), which is used by the Minnesota Pollution Control Agency.

Xcel responded to R&E's End Markets Request for Information (RFI). Xcel plans to purchase the storage barn at Wilmarth, eliminating storage and handling fees paid by R&E. Xcel prefers a 10-year initial agreement with a second 10-year option. The first term is to hopefully bridge to the next proven technology, and the second term is to help keep revenue requirements more palatable for electric customers.

Graham said Xcel has two reports for regulatory plans. One is a remaining life filing due to be filed by the end of 2023, and an integrated resource plan will be filed in February 2024. Xcel wants to synch the two reports to a 10-year window.

Holl said Xcel is working on their resource plan, which will be submitted by February 2024. It is important to both parties to know the level of commitment and what Xcel needs to move forward. It is not a question of if but how long R&E moves forward with resource plans that include RDF.

Commissioner McGuire inquired about Xcel's effort to promote moving to one in five vehicles being electric vehicles (EV) by 2050.

Commissioner Reinhardt said that availability of federal funding means more people will be able to get EVs. Duncan indicated that this additional funding has been factored into projections.

Commissioner Clasen cited a recent article about Washington County's lack of infrastructure for EV charging. Duncan indicated that Xcel is looking at the companies that are involved in charging infrastructure. They generally look at assistance/cooperation in the public sector and do not venture into the private sector.

Commissioner Biggam commented that outage reliability has been bad in her represented area. Regarding EV charging, it would help if Xcel could assist with grants or partner with cities/counties for public spaces (e.g., parks, schools, housing developments, apartments, public service centers, and libraries).

Commissioner Karwoski asked about Duncan's reference to pulling back a policy. Duncan responded that the transportation electrification plan was submitted in the spring and withdrawn to review its focus.

Commissioner Karwoski asked if Xcel had insight into electrification for corridors (e.g., I-94). Duncan responded that MNDOT is looking at corridors for electrification/charging. Analysis is being done on where people travel and where the gaps are for electrification/charging.

Commissioner Xiong stated that Minnesota is a leader in energy. Looking at Xcel's entire portfolio, she asked whether events in other states affect Minnesota, citing the reliability issue with the Texas electric grid as an example. She also asked whether Minnesota residents see savings compared to other states that are not moving as quickly. Duncan responded that Xcel's primary footprint is in Colorado and Minnesota, so cannot speak to the effects on Minnesota based on what other states do.

Commissioner Xiong asked why the gap in Xcel's study on overall environmental impacts differs between the Wilmarth and Red Wing plants. Graham responded that it was due to differences in how the landfills in those areas manage methane (Mankato collects methane but flares it; Pine Bend collects and reuses methane).

Commissioner Reinhardt stated that diligence is needed at the Capitol. There is talk of the waste management hierarchy being changed, and those challenges could make it difficult to move forward with alternative fuels. Legislators must know what R&E is aiming to do and enlist their support moving alternative fuels forward.

Commissioner Clasen asked how thermal and pyrolysis are different. Brummel explained the difference between the two. Pyrolysis is showing positive results in mitigating PFAS.

Commissioner Clasen inquired whether Xcel will support legislation related to homeowner associations (HOA) restrictions on solar. She also inquired if Xcel factors in population growth, what data is used and whether they would be willing to share it. Duncan said she would be willing to discuss the solar issue and HOAs offline. Xcel has a newly formed business unit called integrated system planning, and their corporate economic development group. She would need to investigate whether they would be willing/able to share that information.

Commissioner Ortega expressed interest in information related to HOA as well.

Commissioner Karwoski asked if the 10-year agreement is intended to replace the current agreement that ends in 2027. Graham said the first term is 2028-2037, and the second is 2038-2047. Holl stated that the second term allows for looking at new technologies.

Commissioner Xiong inquired about Xcel's programs involving large commercial businesses and whether Xcel has programs to work with them on energy efficiency and electrification and moving to all electric. Duncan indicated that Xcel has programs and information that can be shared.

Reed said that R&E entering into a new agreement with Xcel needs to be viewed as buying time for new technologies and is a bridge to the future.

Commissioner Xiong inquired if Xcel’s strategy to mitigate PFAS is a new technology. Graham stated that the technology is not new. It is currently part of the combustion process in Red Wing and Wilmarth.

Chair Miron inquired about where wood waste falls within Xcel’s renewables and resource plan. Graham stated that Xcel accepts wood waste at the French Island Facility in La Crosse County as a community service. The City of Mankato does the same at Wilmarth as does the City of Red Wing at the Red Wing Xcel facility. It can be considered for a future fuel agreement with R&E.

Commissioner Reinhardt said that, while wood waste is a small amount of the energy produced across Xcel, Ramsey and Washington counties must ensure future wood disposal options. Reinhardt urged the need for Xcel to partner with District Energy on the issue.

**UPDATES AND REPORTS**

**Facility Updates**

Sam Holl said he would provide written facility updates for the commissioners following the meeting.

**Joint Activities Updates**

Sam Hanson said the food scraps pickup program is approximately three weeks into the phase 1 rollout. Things are going well, and all residents in Cottage Grove, Maplewood, Newport and North Saint Paul have access. Signups continue at a good pace, with approximately 5% of eligible households signed up in a three-week timeframe. This represents around 2,000 households. More in-depth updates will be provided at the next board meeting.

**Procurement Report**

Jim Redmond, R&E contract manager, presented the report for the period September 1, 2023, through September 30, 2023.

**OTHER**

**Partnership on Waste & Energy (PWE) Update**

Michael Reed said that regular updates on work done by PWE will be added to the board agenda and provided a brief overview of the work done on developing the 2024 legislative platform. R&E is currently engaging the Ramsey/Washington legislative delegation for tours of the R&E Center. The next PWE meeting is November 30, 2023, and an update will be provided to the R&E Board at the meeting on December 7, 2023.

Commissioner Reinhardt supported adding PWE Board updates to future R&E Board meetings going into the 2024 legislative session.

Commissioner Bigham stated she would like to see the Legislative Solid Waste Commission reconstituted.

Commissioner Reinhardt said she will bring that idea back to PWE for discussion.

**ADJOURN**

Chair Miron declared the meeting adjourned at 12:09 p.m.

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Commissioner Fran Miron, Chair  
December 7, 2023

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Attest  
December 7, 2023



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

<b>R&amp;E BOARD MEETING DATE:</b>	December 7, 2023			<b>AGENDA ITEM:</b>	V.a			
<b>SUBJECT:</b>	2024 R&E Board and Committee Meeting Schedule							
<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							

**R&E BOARD ACTION REQUESTED:**

Approve the 2024 R&E Board and Committee meeting schedule.

**EXECUTIVE SUMMARY:**





The 2024 R&E Board and Committee meeting schedule identifies dates for known board and committee meetings. The attachment also denotes anticipated meeting topics for the R&E Board and the Facility & Finance Committee. It is possible that meetings may be cancelled or moved, but commissioners will be asked to schedule these dates onto their calendars for 2024.

**ATTACHMENTS:**

1. Draft Resolution
2. 2024 R&E Board and Committee Meeting Calendar

**FINANCIAL IMPLICATIONS:**

None.

AUTHORIZED SIGNATURES	DATE
JOINT LEADERSHIP TEAM  	12/1/23
RAMSEY COUNTY ATTORNEY 	12/1/23
WASHINGTON COUNTY ATTORNEY 	12/1/23





**RESOLUTION R&EB-2023-16  
2024 R&E Board and Committee Schedule**

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 July 18, 2023 (“Joint Powers Agreement”); and

WHEREAS, The Bylaws of the R&E Board state that the board shall meet on a regular basis, with an annual schedule determined at its first meeting each calendar year. NOW, THEREFORE, BE IT

RESOLVED, The Ramsey/Washington Recycling & Energy Board approves the 2024 R&E Board and Committee meeting calendar. BE IT FURTHER

RESOLVED, All meetings shall be held at the offices of Ramsey County Environmental Health, located at 2785 White Bear Avenue North, Suite 350, Maplewood, MN, 55109, unless otherwise changed by authorization of the board chair.

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Board Chair  
December 7, 2023

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Attest  
December 7, 2023



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

## 2024 R&E BOARD AND COMMITTEE MEETING SCHEDULE

<b>Thursday, January 25</b>	<b>R&amp;E Board – Organizational and Business Meeting</b> 10:00 – Noon   Ramsey County Environmental Health Offices – Maplewood
<b>Thursday, February 29</b>	<b>R&amp;E Board – Business Meeting</b> 10:00 – Noon   Ramsey County Environmental Health Offices – Maplewood
<b>Thursday, March 14</b>	<b>Facility &amp; Finance Committee – Business Meeting</b> 10:00 – 11:30   Ramsey County Environmental Health Offices – Maplewood
<b>Thursday, March 28</b>	<b>R&amp;E Board – Business Meeting</b> 10:00 – Noon   Ramsey County Environmental Health Offices – Maplewood
<b>Thursday, April 11</b>	<b>Facility &amp; Finance Committee – Business Meeting</b> 10:00 – 11:30   Ramsey County Environmental Health Offices – Maplewood
<b>Thursday, April 25</b>	<b>R&amp;E Board – Business Meeting</b> 10:00 – Noon   Ramsey County Environmental Health Offices – Maplewood
<b>Thursday, May 9</b>	<b>Facility &amp; Finance Committee – Business Meeting</b> 10:00 – 11:30   Ramsey County Environmental Health Offices – Maplewood
<b>Thursday, May 23</b>	<b>R&amp;E Board – Business Meeting</b> 10:00 – Noon   Ramsey County Environmental Health Offices – Maplewood
<b>June TBD</b>	<b>County Board Workshops</b> ( <i>exact dates to be determined</i> )
<b>Thursday, June 13</b>	<b>Facility &amp; Finance Committee – Business Meeting</b> 10:00 – 11:30   Ramsey County Environmental Health Offices – Maplewood
<b>Thursday, June 27</b>	<b>R&amp;E Board – Business Meeting</b> 10:00 – Noon   Ramsey County Environmental Health Offices – Maplewood
<b>Thursday, July 11</b>	<b>Facility &amp; Finance Committee – Business Meeting</b> 10:00 – 11:30   Ramsey County Environmental Health Offices – Maplewood
<b>Thursday, July 25</b>	<b>R&amp;E Board – Business Meeting</b> 10:00 – Noon   Ramsey County Environmental Health Offices – Maplewood
<b>Thursday, August 22</b>	<b>R&amp;E Board – Business Meeting</b> 10:00 – Noon   Ramsey County Environmental Health Offices – Maplewood
<b>Thursday, September 26</b>	<b>R&amp;E Board – Business Meeting</b> 10:00 – Noon   Ramsey County Environmental Health Offices – Maplewood
<b>Thursday, October 24</b>	<b>R&amp;E Board – Business Meeting</b> 10:00 – Noon   Ramsey County Environmental Health Offices – Maplewood
<b>Thursday, November 14</b>	<b>R&amp;E Board or Executive Committee – Business Meeting</b> 10:00 – Noon   Ramsey County Environmental Health Offices – Maplewood



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

## **ANTICIPATED 2024 R&E BOARD AND COMMITTEE MEETING TOPICS**

Note: Full agendas will be provided prior to each meeting. This list is not comprehensive.

### **R&E Board**

- Budgets
  - 2023 financial statements (auditor presentation)
  - 2024 budget status updates
  - Review and approval of 2025 budgets
  - Review and approval of 2025 tipping fee
- End market(s) for refuse-derived fuel recommendation
  - Vendor selection(s)
  - Approval of agreement(s)
- R&E 2023 annual report
- Odor monitoring update (2023 summary)
- R&E updates (facility, Joint Activities, procurement)
- Food scraps pickup program updates
- Legislative briefings (as needed)
- Union negotiations and agreement
- Union benefits

### **R&E Facility & Finance Committee**

- End market(s) for refuse-derived fuel recommendation
- Budgets
  - 2023 year-end budget reports
  - 2024 budget status updates
  - 2025 budget timeline/preparation
  - Action to recommend 2025 budget and tipping fee
- R&E Center updates (as needed)
- Union negotiations and agreement



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

<b>R&amp;E BOARD MEETING DATE:</b>	December 7, 2023	<b>AGENDA ITEM:</b>	VI.a
<b>SUBJECT:</b>	Xcel Energy Letter of Intent for RDF Supply Agreement		
<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 letter of intent between Xcel Energy and the R&E Board.
2. Delegate authority to the R&E Board Chair to sign the approved letter of intent.

**EXECUTIVE SUMMARY:**

On November 21, 2022, the Ramsey/Washington Recycling & Energy Board (R&E Board) issued a request for information seeking proposals for end markets for refuse-derived fuel (RDF) produced at the Recycling & Energy Center (R&E Center). The deadline for proposals was February 21, 2023. The R&E Board received one response, from Northern States Power, doing business as Xcel Energy (Xcel). The current RDF Supply Agreement between Xcel and R&E will expire on December 31, 2027.

Xcel asked R&E to sign a non-binding letter of intent (LOI) to support Xcel's upcoming Integrated Resource Plan (IRP) and Annual Lives Remaining filings. Pursuant to the LOI, both parties agree to negotiate in good faith a new RDF supply agreement to be effective January 1, 2028, through December 31, 2037, for minimum RDF tonnage amounts to be supplied from the R&E Center. Except for the obligation to negotiate in good faith, the terms of the LOI are non-binding.

The minimum tonnage amounts, pricing and other specific details of the RDF agreement will be determined through negotiations between the parties. Xcel will also research and evaluate cost-effective methods to improve the environmental footprint of the RDF facilities. R&E staff plan to recommend a new RDF supply agreement for board review and approval upon the completion of negotiations, which will commence after approval of the LOI.

R&E staff also continue to evaluate alternatives to combustion that could handle some or all of the RDF that the R&E Center produces, beyond any commitments to Xcel. R&E staff are evaluating commercial viability, environmental benefits, representative facilities, new facility development timeframes, risk analysis and project economics of such technologies.

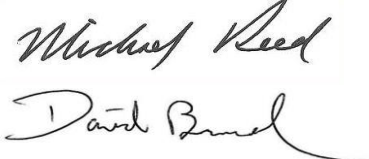


**ATTACHMENTS:**

1. Draft resolution
2. Letter of Intent with Xcel Energy

**SUBJECT:** *Xcel Energy Letter of Intent for RDF Supply Agreement*

**FINANCIAL IMPLICATIONS:**

None at this time. Future RDF supply agreement(s), when approved, will have financial implications after the current RDF Supply Agreement with Xcel terminates on December 31, 2027.

AUTHORIZED SIGNATURES		DATE
JOINT LEADERSHIP TEAM		11/30/23
RAMSEY COUNTY ATTORNEY		12/1/23
WASHINGTON COUNTY ATTORNEY		11/30/23



**RESOLUTION R&EB-2023-17**

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 July 18, 2023 (“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, and its predecessor, the Ramsey/Washington County Resource Recovery Project Board (“Project Board”), have conducted extensive evaluation and analysis of methods to enhance recovery of value from waste; and

WHEREAS, As part of that evaluation, the Project Board and R&E Board investigated and evaluated different solid waste management processing technologies; and

WHEREAS, The R&E Board has the authority to negotiate with vendors and make purchases directly under Minn. Stat. § 473.811, subd. 4b, and direct negotiations will enable the R&E Board to employ the identified strategy for working with finalists to ensure the best solution for R&E’s needs is available; and

WHEREAS, The R&E Board issued a request for information for proposers interested in providing an end market for processing refuse-derived fuel (RDF) in November 2022; and

WHEREAS, Northern States Power, doing business as Xcel Energy (Xcel), submitted a proposal indicating interest in managing RDF past the expiration date of the current RDF Supply Agreement between the parties, which is December 31, 2027; and

WHEREAS, Xcel has proposed a non-binding letter of intent (LOI) to R&E to commit to good faith negotiations for a new RDF supply agreement; and

WHEREAS, the LOI will allow Xcel to complete their Integrated Resource Plan (IRP) submission to the Minnesota Public Utilities Commission by February 1, 2024, along with an Annual Remaining Lives filing by December 31, 2023, while contract negotiations continue; and

WHEREAS, The R&E staff will continue to receive and evaluate alternative technologies to manage some or all of R&E's RDF beyond any commitments to Xcel; and

WHEREAS, R&E staff recommend approval of the attached LOI proposed by Xcel. NOW, THEREFORE, BE IT

RESOLVED, The R&E Board hereby approves the non-binding Letter of Intent between Xcel Energy and R&E. BE IT FURTHER

RESOLVED, The R&E Board delegates authority to the R&E Board Chair to sign the approved Letter of Intent on behalf of the R&E Board.

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Fran Miron, Board Chair  
December 7, 2023

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Attest  
December 7, 2023



210 Lime Street  
Mankato, MN 56001

December 7, 2023

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

Re: Letter of Intent for Refuse Derived Fuel (RDF) from the R&E Center

Dear Chair Miron:

This Letter of Intent memorializes the mutual understanding between Northern States Power (“NSP”) and Ramsey/Washington Recycling & Energy Board (“R&E”) (together “the Parties”) regarding the intent of Parties to negotiate in good faith a new Refuse Derived Fuel (RDF) Supply Agreement. The current RDF Supply Agreement between the Parties became effective January 1, 2018, and will terminate on December 31, 2027.

In response to R&E’s RFI issued in November 2022, NSP provided a proposal to R&E on March 21, 2023 for NSP to accept a minimum of 300,000 tons of RDF from R&E per year starting in 2028 through 2037, with an option to extend through 2048. Since NSP issued its proposal, the Parties have discussed different scenarios and potential alternatives to the minimum tonnage amount and term of the agreement, as well as possible pricing approaches.

NSP is preparing an Integrated Resource Plan (IRP) to be submitted to the Minnesota Public Utilities Commission by February 1, 2024, along with an Annual Remaining Lives filing by December 31, 2023. To provide an accurate IRP and continue long term operations of the RDF facilities, the Parties hereby commit to negotiate in good faith a new RDF agreement to be effective on January 1, 2028. The Parties intend for the new RDF agreement to have a 10-year term for delivery and acceptance of annual minimum RDF tonnages to be supplied by R&E from the R&E Center. The annual minimum tonnage amounts, pricing, actions by NSP to further improve the environmental footprint of its RDF facilities and other specific details of the RDF agreement will be determined through on-going negotiations between the Parties.

Except for the obligation to negotiate in good faith, this Letter of Intent does not create, and shall not be construed as a commitment or undertaking on the part of the Parties and is not intended to be legally binding, but instead contains the general basis upon which the Parties are willing to negotiate the terms and conditions of a new RDF agreement. No terms or conditions in this Letter of Intent will be binding on either Party unless and until an agreement is fully negotiated, approved by both Parties’ governing authorities, and executed and delivered by both Parties.



Sincerely,



*Jared Graham*  
Xcel Energy Services Inc.

Agreed:

Fran Miron  
Chair  
Ramsey/Washington Recycling & Energy Board, a Minnesota Joint Powers Board



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

<b>R&amp;E BOARD MEETING DATE:</b>	December 7, 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:**


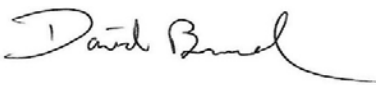
- a. **Partnership on Waste and Energy Update**  
Commissioner Bigham will provide an update on the Partnership’s legislative work.
- b. **Joint Activities Updates**  
Staff will provide updates on Joint Activities work.
- c. **Facility Updates**  
Staff will provide updates on R&E Center projects and operations.
- 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 of October 1, 2023, through October 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.

**ATTACHMENTS:**

1. Procurement Report

**FINANCIAL IMPLICATIONS:**

None.

AUTHORIZED SIGNATURES	DATE
JOINT LEADERSHIP TEAM 	11/30/23
	11/30/23



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), between October 1, 2023, and October 31, 2023.

Vendor	Effective Date	Description	NTE/Budgeted Amount	Procurement Type
EcoConsilium, Inc.	1/1/24	Joint Activities -- Technical assistance & consultation services for institutional generators of organics waste.	\$65,000 through June 30, 2024	Professional Services
Express Images	1/1/24	Joint Activities – Promotional decals, signs and posters.	\$50,000 per year budgeted	Professional Services
Shakopee Mdewakanton Sioux Community	1/1/24	Joint Activities – Procures finished compost for Joint Activities programming.	Budgeted at less than \$40,000 per year	SEML
Shakopee Mdewakanton Sioux Community	10/5/23	Facility – Organics composting for the Food Scraps Pickup Program.	Rate Setting	SEML
Wehrman Collaborative dba Digital Accessibility by WeCo	1/1/24	Joint Activities – Digital accessibility services for the Food Scrap Pickup Program fulfillment website.	\$18,000 total project budget	Professional Services
Minnesota Waste Wise Foundation	1/1/24	Joint Activities -- Grant program administration, outreach, and/or technical assistance services.	\$125,000 per year	Professional Services
World Fuel Services Inc.	10/1/23	Facility – Provides specialized oils and lubricants for facility machinery.	Approximately \$90,000 per year	SEML
Custom Earth Promos	1/1/24	Joint Activities – Reusable plastic bags for the multiunit program.	\$25,000	SEML
Madden Galanter Hansen, LLP	1/1/24	Facility – Labor relations services.	\$160,000 for the full contract term	Professional Services
MA Associates - KT Products	2/1/24	Facility – Cleaning supplies.	Budgeted at roughly \$10,000 per year	SEML
Midwest Training Associates	1/1/24	Facility – Heavy equipment training.	\$100,000 for the full contract term	Professional Services
Impact Group, Inc	1/1/24	Joint Activities – Provides IT leadership services to R&E	\$152,975 per year + additional projects upon request	Professional Services
Johannes C Egbers	5/1/23	Joint Activities – Deconstruction Grant	\$4,498	Professional Services