

**McLEOD COUNTY
BOARD OF COMMISSIONERS
PROPOSED MEETING AGENDA
MARCH 19, 2013**

1 9:00 CALL TO ORDER

PLEDGE OF ALLEGIANCE

2 9:03 CONSIDERATION OF AGENDA ITEMS *

3 9:08 CONSENT AGENDA *

- A. March 5, 2013 Meeting Minutes and Synopsis.
- B. March 1, 2013 Auditor's Warrants.
- C. March 8, 2013 Auditor's Warrants.
- D. Adopt Resolution 13-CB-09 authorizing the acceptance of gifts and contributions in the amount of \$152,178.22 for the year ended December 31, 2012.
- E. Approve Confession of Judgment for Renee A. Albrecht and Stephen Saffert on Property ID 16.053.0030 in the City of Brownton.
- F. Approve mediation agreement with Mark Heley for dispute resolution on SP 43-602-24, County State Aid Highway 2 concrete overlay project from 2011.

Highway Department and Shafer Contracting are seeking mediation to settle a dispute over concrete quantities on the above referenced project. Approximate value of the dispute is \$80,000.

- G. Approve 2013-2015 recycling contract extension between McLeod County and West Central Sanitation, Inc. for collection of recyclables from township recycling sheds.
- H. Approve 2013-2015 recycling contract extension between McLeod County and West Central Sanitation, Inc. for Hutchinson, Brownton, Plato and Glencoe box services.

4 PAYMENT OF BILLS - COMMISSIONER WARRANT LIST *

5 PAYMENT OF BILLS - ADDITIONAL MISCELLANEOUS BILLS TO BE PAID BY AUDITORS WARRANTS *

6 9:10 SHERIFF'S DEPARTMENT – Sheriff Scott Rehmann

- A. Consider approval of change in fee schedule by lowering of Concealed Carry Permit fee to \$70.00 and renewal fee to \$50.00 beginning April 1st 2013.*

Currently we have over \$50,000 in this fund. The money in this fund can only be used to purchase equipment related to processing the permits. The current balance level will take care of any need for some time. The original \$100 fee is the maximum amount we can set by state statute. While the majority of this fee is justifiable in covering all costs associated with completing back ground checks,

there is some room to reduce the fee and still cover all costs associated with the process.

7 9:15 AUDITOR-TREASURER – Auditor-Treasurer Cindy Schultz

- A. Consider approval of McLeod County Purchasing Policy; with revisions to Pages 1 and 3 with an effective date 01-01-2013.*
- B. Consider approval of a Petition for Removal of Property from a Drainage Ditch County Ditch 25 Lateral One was received by the County Auditor-Treasurer on February 5, 2013 from Petitioners Florence R. Albrecht, Doris Sturges, Steven K. and Kelli R. Reiner.*

The County Board of Commissioner must accept the petition and schedule a public meeting to discuss the petition with the property owners within the County Ditch 25 watershed boundary.

8 9:20 SOLID WASTE – Director Ed Homan

- A. Present the Penny per Pound checks to the Emergency Food Shelf & the Hunger Free McLeod Backpack Program.
- B. Consider approval of the updated Solid Waste Plan which is required by the State for continued SCORE funding.*

9 9:40 MINNESOTA COUNTIES INTERGOVERNMENTAL TRUST – Risk Management Consultant Bob Goede

- A. 2013 Annual Report.

10 10:00 ZERO ADULT PROVIDER COMMITTEE

- A. Discussion and consideration of setting a Public Hearing for proposed Social Host Ordinance.*

11 10:20 VETERAN SERVICES – Veteran Services Officer Jim Lauer

- A. Consider adoption of Resolution 13-CB-11 Operational Improvement Grant Program in the amount of \$2,800 to be used for unbudgeted modernization.*
- B. Consider adoption of Resolution 13-CB-12 Community Outreach Grant Program in the amount of \$2,298 for unfunded outreach purposes.*

12 COUNTY ADMINISTRATION

- Review of Commissioners Calendar
- Commissioner reports of committee meetings attended since March 5, 2013.
- A. Consider proposals for facilitation of a long-range planning session.*
- B. Consider adoption of Resolution 13-CB-10 Supporting Application for the Local Trail Connections Program.*
- C. Discussion on required direct deposit.
- D. Discussion on required county health insurance.

E. Discussion on changes to the AMC 2013 Policy Committee Appointments.

OTHER

Open Forum
Press Relations

RECESS

Next board meeting April 2, 2013 at 9:00 a.m. in the County Boardroom.

**McLEOD COUNTY
BOARD OF COMMISSIONERS
PROPOSED MEETING MINUTES – March 5, 2013**

CALL TO ORDER

The regular meeting of the McLeod County Board of Commissioners was called to order at 9:00 a.m. by Vice Chair Kermit Terlinden in the County Board Room. Commissioners Nies, Shimanski, Christensen and Wright were present. County Administrator Patrick Melvin, Administrative Assistant, Donna Rickeman County Attorney Michael Junge and County Auditor-Treasurer Cindy Schultz were also present.

PLEDGE OF ALLEGIANCE

At the request of the Board Chair, all present recited the Pledge of Allegiance.

CONSIDERATION OF AGENDA ITEMS

- A) Add under Administration item C; Consider bill of sale for 1986 Fiat Allis FR15B Loader and 1969 Caterpillar 966C Loader.
- B) Add under Administration item D; Consider discussion in regards to having County Attorney research using Annemarie Tudhope's bequested money for security improvements at the courthouse.

Shimanski/Christensen motion carried unanimously to approve the agenda as revised.

CONSENT AGENDA

- A) February 19, 2013 Meeting Minutes and Synopsis.
- B) February 15, 2013 Auditor's Warrants.
- C) February 22, 2013 Auditor's Warrants.
- D) Approve for the renewal of Consumption & Display Permit for Major Avenue Hunt Club Inc. (Glencoe, MN) from today through December 31, 2013.
- E) Approve renewal of Liquor, Wine, Club or 3.2% Licenses for Shadow Brooke Golf Course Inc. (Lester Prairie, MN) from March 15, 2013 through December 31, 2013.
- F) Approve Confession of Judgment for Donna E. Schwartz on Property ID 20.050.0900 in the City of Stewart.
- G) Consider agreement for road maintenance services with Winsted Township.

This is a renewal of our standard agreements for various maintenance activities that we perform for various Townships. This new agreement continues indefinitely unless canceled by either party.

- H) Approve Conditional Use Permit 13-04 for David Duehn in order to construct an accessory structure greater than 2,400 square feet (60' X 180') on a parcel less than 10 acres in size to be utilized for cold storage. This property is located on 5.20 A C OF NE ¼ SE ¼, Section 36, Township 115-030 (Collins).

The Collins Township Board recommended approval at their February 14, 2013 meeting. The Planning Advisory Committee unanimously recommended approval at their meeting on February 27, 2013. There were no conditions.

- I) Consider Renewal of PowerFinder Software License Agreement from Infogroup Inc. (Papillion, NE) with a cost of \$1,961 annual fee. This renewed agreement allows us to upgrade the PowerFinder software to the new version. It is used in the Law Enforcement Center for Dispatchers to lookup information.
- J) Approve tentative contract summary for MNPEA (Communication Officer/Correctional Officer Unit) for 2012 & 2013.

Nies/Christensen motion carried unanimously to approve the consent agenda.

PAYMENT OF BILLS – COMMISSIONER WARRANT LIST

General Revenue	\$45,825.15
Road & Bridge	\$22,111.33
Solid Waste	\$9,284.32
County Ditch Fund	\$535.76

Shimanski/Nies motion carried unanimously to approve payment of bills totaling \$77,756.56 from the aforementioned funds.

PUBLIC HEALTH, SOCIAL SERVICES & SHERIFFS DEPARTMENT – Health Program Coordinator Jean Johnson, Social Worker Thea Klause and Sheriff Deputy Pat Geiken

- A) Jean Johnson, Thea Klause and Pat Geiken gave a report on their out of state travel to the national Community Anti-Drug Coalition of America (CADCA) conference in Washington, DC February 3rd thru February 7th.

This was a 4-day conference packed with multiple opportunities to learn the latest strategies to fight substance abuse and hear from nationally-known experts and policymakers. The Forum brings together more than 2,500 participants representing community anti-drug coalitions from all regions of the country, government leaders, youth, addiction treatment professionals, researchers, educators, law enforcement professionals and faith-based leaders.

Attending this conference has given these departments the information, foundation and framework to apply for the next federal grant.

AUDITOR-TREASURER – Auditor-Treasurer Cindy Schultz

- A) Cindy Schultz requested approval of Application for Cancellation of Forfeiture for Lyle H. Jager property identification number R06.009.050.

On July 31, 1990 a County Auditor's Certificate of Forfeiture was recorded in the McLeod County Recorder's Office for Lyle H. Jager. On August 21, 1990 Lyle H. Jager signed an Application for Repurchase of Forfeited Lands agreeing to the repurchase. At the time of the repurchase a County Auditor's Certificate of Cancellation should have been filed and was not. The Repurchase of Forfeited Lands has been satisfied and all taxes have remained current.

Nies/Shimanski motion carried unanimously to approve the Application for Cancellation of Forfeiture for Lyle H. Jager property identification number R06.009.050.

ENVIRONMENTAL SERVICES – Technician Mary Creech and High Island Creek Watershed Coordinator Brady Swanson

- A) Mary Creech requested adoption of Resolution 13-CB-06 and approval of loan agreement No. SRF0269 to receive \$350,000 in state septic loan money.

This loan is a continuation of a previous loan. No new geo note will be needed. This money is part of the Minnesota clean water partnership project through the CROW Organization. McLeod County has a need for this money to help homeowners with low interest loan money to upgrade their failing septic systems in the Crow River Watershed.

Nies/Shimanski motion carried unanimously to adopt Resolution 13-CB-06 and approve loan agreement No. SRF0269 to receive \$350,000 in state septic loan money.

- B) Mary Creech and Brady Swanson requested adoption of 13-CB-07 and approval to apply for MN clean water partnership (CWP) funds for low interest loan money in the High Island Creek Watershed amounting to \$108,000 in which the McLeod County Auditor-Treasurer will be the fiscal agent.

McLeod County has a need for this money to help homeowners with low interest loan money to upgrade their failing septic systems in the High Island Creek Watershed. McLeod County has not had any money available in this water shed in the last couple years.

Nies/Shimanski motion carried unanimously to adopt Resolution 13-CB-07 and approve application for MN clean water partnership (CWP) funds for low interest loan money in the High Island Creek Watershed amounting to \$108,000 in which the McLeod County Auditor-Treasurer will be the fiscal agent.

SHERIFF'S DEPARTMENT – Chief Deputy Sheriff Tim Langenfeld and Emergency Services Director Kevin Mathews

- A) Tim Langenfeld requested approval to enter into a contract with the City of Brownton to lease one mobile computer. Computer will be purchased from Compar (Minnetonka, MN) for \$4,899.15 and approximate air card costs of \$400.00 per year. This is a state contract quote.*

Lease will last for 4 years and will cover all costs associated with the purchase of the mobile computer and the air card costs. At the end of the lease, the City of Brownton will be able to purchase the computer for \$1. This will allow the BPD to utilize the mobile computing system that is used county wide.

Terlinden/Shimanski motion carried unanimously to entering into a contract with the City of Brownton to lease one mobile computer. Computer will be purchased from Compar (Minnetonka, MN) for a total of \$4,899.15 and approximate air card costs of \$400.00 per year.

- B) Kevin Mathews requested approval to purchase the Code Red web based mass notification system (Ormond Beach, FL) for a 2013 base package cost is \$10,679.80 and the Code Red Weather Warning (optional) will cost \$2,190.96 for the first year (2013 total = \$12,870.76). This amount will be paid through the emergency management capital outlay budget.

Code Red is intended for notifying the general public of emergency situations including such items as chemical spills, snow emergencies, gas leaks and missing children. Thirty-four Minnesota counties use the Code Red system which uses voice, text, and email alerts for hi-speed notification of staff. Media outlets would need to subscribe to receive alerts and citizens would have to “opt in” to receive the service.

Nies/Terlinden motion passed to approve the purchase of the Code Red web based mass notification system (Ormond Beach, FL) for a cost not to exceed \$15,000. This amount will be paid through the emergency management capital outlay budget.

Roll Call Vote: Nies - Yes, Terlinden - Yes, Wright – Yes, Shimanski – Yes, Christensen - No

INFORMATION TECHNOLOGY – Director Vince Traver

- A) Vince Traver requested approval of an upgrade of the software on the existing Exinda network appliance from SHI, Somerset, NJ, (State Contract), quotation # 6177851 for \$7,301 plus applicable tax with funding from IT 2013 budget.

The current software only allows us to manage 45 Mbps of network traffic but we have a 100 Mbps connection. The new software will allow us to take advantage of our full bandwidth.

Terlinden/Christensen motion carried unanimously to approve an upgrade of the software on the existing Exinda network appliance from SHI, Somerset, NJ, (State Contract), quotation # 6177851 for \$7,301 plus applicable tax with funding from IT 2013 budget.

HEARTLAND COMMUNITY ACTION AGENCY – Amy Berry

- A) Amy Berry requested adoption of Resolution 13-CB-08 Region 6E Family Homeless Prevention and Assistance Program which will serve McLeod, Meeker, Sibley and Kandiyohi Counties.

The purpose of the program is to encourage local service providers of crisis funds for households to work together to improve coordination of their services. Heartland Community Action Agency currently assists 50 to 60 families each month with housing problems including evictions, past due rent and homelessness. Funding for this program comes from Minnesota Housing Finance Agency.

Terlinden/Shimanski motion carried unanimously to adopt Resolution 13-CB-08 Region 6E Family Homeless Prevention and Assistance Program which will serve McLeod, Meeker, Sibley and Kandiyohi Counties.

CENTRAL SERVICES – Coordinator Betty Werth

- A) Betty Werth requested approval to purchase two 2013 Ford Escape SE, utilizing Minnesota State Contract number 35458, from Midway Ford (Roseville, MN) with total costs for each vehicle and delivery not to exceed \$22,000.00, plus tax and license fees which is in the 2013 budget.

Nies/Shimanski motion carried unanimously to approve the purchase of two 2013 Ford Escape SE, utilizing Minnesota State Contract number 35458, from Midway Ford (Roseville, MN) with total costs for each vehicle and delivery not to exceed \$22,000.00, plus tax and license fees which is in the 2013 budget.

HOUSING REDEVELOPMENT AUTHORITY – Commissioner Sheldon Nies

- A) Sheldon Nies requested approval to proceed with getting appraisal of Housing Development Authority (HRA) properties not to exceed \$10,000 with funding coming from the general fund.

Nies/Shimanski motion carried unanimously to approve proceeding with appraisal of Housing Development Authority (HRA) properties not to exceed \$10,000 with funding coming from the general fund.

COUNTY ADMINISTRATION

- A) Pat Melvin requested approval of the new and improved Acceptable Usage Computer Policy. This policy was revised to replace a possible mobile worker policy. This is not intended to allow employees to work from home, but rather to possibly not return to the office after a meeting out of town and finish day using laptop in the town where meeting was held.

Nies/Christensen motion carried unanimously to approve the new and improved Acceptable Usage Computer Policy.

- B) Pat Melvin notified the Board of the 42nd Annual Washington Fly-In, June 4-6 in Washington, DC. The Commissioners recommend that at a minimum our Highway Engineer attend this conference to lobby for road funding.
- C) Pat Melvin requested approval to consider bill of sale for 1986 Fiat Allis FR15B Loader and 1969 Caterpillar 966C Loader.

The minimum bid was \$9,620 for the 1986 Fiat Allis FR15B Loader which has approximately 6,000 hours. Thirteen bids were received, Marcus Building Movers, \$15,500 (Raymond, MN), Dale Frauendienst Hauling \$15,000 (Gaylord, MN), Pine County Public Works \$13,025 (Sandstone, MN), Medford Sand & Gravel LLC \$12,750 (Medford, MN), Brian Thommes \$12,520 (Pierz, MN), Ruff Sales Service Inc. \$11,998 (Buffalo, MN), Bruce Thygenson Const. Inc. \$11,650 (Thief River Falls, MN), Hansen Gravel Inc. \$11,620 (Hutchinson, MN), Reeds Equipment Sales \$11,567 (St Cloud, MN), Witte Bros. \$10,616 (Faribault, MN), Martins Heavy Duty Towing \$10,500 (Bruce, WI), Reiner Contracting Inc. \$10,200 (Hutchinson, MN) and Fredrick Aten \$9,740 (Hutchinson, MN).

Nies/Christensen motion carried unanimously to approve the sale of the 1986 Fiat Allis FR15B Loader for \$15,500 to Marcus Building Movers (Raymond, MN).

The minimum bid was \$16,032 for the 1969 Caterpillar 966C Loader which has approximately 12,000 hours. Ten bids were received, Dan Rickert Sand & Gravel LLC \$35,250 (Brownton, MN), M.L. Schendzielos & Sons Inc. \$23,500 (Clear Lake, MN), Track II Corp. \$22,100 (Lakeville, MN), Medford Sand & Gravel LLC \$19,700 (Medford, MN), Hansen Gravel Inc. \$18,032 (Hutchinson, MN), Witte Bros. \$18,026 (Faribault, MN), Reiner Contracting Inc. \$17,601 (Hutchinson, MN), Dustin Jerry Miller \$17,500 (Pipestone, MN), Marcus Building Movers, \$17,500 (Raymond, MN) and Reeds Equipment Sales \$17,356 (St Cloud, MN).

Shimanski/Terlinden motion carried unanimously to approve the sale of the 1969 Caterpillar 966C Loader for \$35,250 to Dan Rickert Sand & Gravel LLC \$35,250 (Brownton, MN).

D) Pat Melvin led discussion in regards to having County Attorney research using Annemarie Tudhope's bequested money for security improvements at the courthouse. Annemarie left a substantial amount of money to McLeod County, Attorney Mike Junge estimates the figure to be between \$4 and \$5 million dollars. The accrued interest on the estate funds has not been figured inot the total. The county has had fiduciary responsibility for the money , investing and managing the funds as the estate went through probate.

Restrictions on the use of Tudhope's bequest are the money be specifically used to build a new County Jail.

No decisions were made other than a plan for security proposal would need to be initiated with estimated cost. Petition would need to be filed with Probate Court to approve use of funds.

Terlinden/Shimanski motion carried unanimously to recess at 10:45 a.m. until 9:00 a.m. March 19, 2013 in the County Boardroom.

ATTEST:

Paul Wright, Board Chair

Patrick Melvin, County Administrator

McLEOD COUNTY
BOARD OF COMMISSIONERS
SYNOPSIS – March 5, 2013

1. Commissioners Wright, Nies, Terlinden, Shimanski and Christensen were present.
2. Shimanski/Christensen motion carried unanimously to approve the agenda with the following items added; under Administration item C; Consider bill of sale for 1986 Fiat Allis FR15B Loader and 1969 Caterpillar 966C Loader; under Administration item D; Consider discussion in regards to having County Attorney research using Annemarie Tudhope's be quested money for security improvements at the courthouse.
3. Nies/Christensen motion approved the consent agenda including February 19, 2013 Meeting Minutes and Synopsis; February 15, 2013 Auditor's Warrants; February 22, 2013 Auditor's Warrants; Approve for the renewal of Consumption & Display Permit for Major Avenue Hunt Club Inc. (Glencoe, MN) from today through December 31, 2013; Approve renewal of Liquor, Wine, Club or 3.2% Licenses for Shadow Brooke Golf Course Inc. (Lester Prairie, MN) from March 15, 2013 through December 31, 2013; Approve Confession of Judgment for Donna E. Schwartz on Property ID 20.050.0900 in the City of Stewart; Consider agreement for road maintenance services with Winsted Township; Approve Conditional Use Permit 13-04 for David Duehn in order to construct an accessory structure greater than 2,400 square feet (60' X 180') on a parcel less than 10 acres in size to be utilized for cold storage; Consider Renewal of PowerFinder Software License Agreement from Infogroup Inc. (Papillion, NE) with a cost of \$1,961 annual fee and Approve tentative contract summary for MNPEA (Communication Officer/Correctional Officer Unit) for 2012 & 2013.
4. Shimanski/Nies motion approved payment of bills totaling \$77,756.56 from the following funds: General Revenue \$45,825.15; Road & Bridge \$22,111.33; Solid Waste \$9,284.32; and County Ditch Fund \$535.76
5. Nies/Shimanski motion carried unanimously to approve the Application for Cancellation of Forfeiture for Lyle H. Jager property identification number R06.009.050.
6. Nies/Shimanski motion carried unanimously to adopt Resolution 13-CB-06 and approve loan agreement No. SRF0269 to receive \$350,000 in state septic loan money.
7. Nies/Shimanski motion carried unanimously to adopt Resolution 13-CB-07 and approve application for MN clean water partnership (CWP) funds for low interest loan money in the High Island Creek Watershed amounting to \$108,000 in which the McLeod County Auditor-Treasurer will be the fiscal agent.
8. Terlinden/Shimanski motion carried unanimously to entering into a contract with the City of Brownton to lease one mobile computer. Computer will be purchased from Compar (Minnetonka, MN) for a total of \$4,899.15 and approximate air card costs of \$400.00 per year.

9. Nies/Terlinden motion passed to approve the purchase of the Code Red web based mass notification system (Ormond Beach, FL) for a cost not to exceed \$15,000. This amount will be paid through the emergency management capital outlay budget. Roll Call Vote: Nies - Yes, Terlinden - Yes, Wright – Yes, Shimanski – Yes, Christensen – No.
10. Terlinden/Christensen motion carried unanimously to approve an upgrade of the software on the existing Exinda network appliance from SHI, Somerset, NJ, (State Contract), quotation # 6177851 for \$7,301 plus applicable tax with funding from IT 2013 budget.
11. Terlinden/Shimanski motion carried unanimously to adopt Resolution 13-CB-08 Region 6E Family Homeless Prevention and Assistance Program which will serve McLeod, Meeker, Sibley and Kandiyohi Counties.
12. Nies/Shimanski motion carried unanimously to approve the purchase of two 2013 Ford Escape SE, utilizing Minnesota State Contract number 35458, from Midway Ford (Roseville, MN) with total costs for each vehicle and delivery not to exceed \$22,000.00, plus tax and license fees which is in the 2013 budget..
13. Nies/Shimanski motion carried unanimously to approve proceeding with appraisal of Housing Development Authority (HRA) properties not to exceed \$10,000 with funding coming from the general fund.
14. Nies/Christensen motion carried unanimously to approve the new and improved Acceptable Usage Computer Policy.
15. Nies/Christensen motion carried unanimously to approve the sale of the 1986 Fiat Allis FR15B Loader for \$15,500 to Marcus Building Movers (Raymond, MN).
16. Shimanski/Terlinden motion carried unanimously to approve the sale of the 1969 Caterpillar 966C Loader for \$35,250 to Dan Rickert Sand & Gravel LLC \$35,250 (Brownton, MN).

Complete minutes are on file in the County Administrator's Office. The meeting adjourned at 10:45 a.m. until March 19, 2013.

Attest:

Paul Wright, Board Chair

Patrick Melvin, County Administrator

***** McLeod County IFS *****



SCHWENDEMA
3/1/13 1:25PM

Audit List for Board AUDITOR'S VOUCHERS ENTRIES

Print List in Order By: 2
1 - Fund (Page Break by Fund)
2 - Department (Totals by Dept)
3 - Vendor Number
4 - Vendor Name

Explode Dist. Formulas N

Paid on Behalf Of Name
on Audit List?: N

Type of Audit List: D
D - Detailed Audit List
S - Condensed Audit List

Save Report Options?: Y

SCHWENDEMA

3/1/13 1:25PM

1 General Revenue Fund

***** McLeod County IFS *****

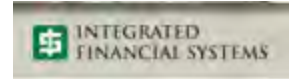


Audit List for Board AUDITOR'S VOUCHERS ENTRIES

Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Description
No.	Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name
0	DEPT		...		
2811	CNA GROUP LONG TERM CARE 01-000-000-0000-2048		424.06	LONG TERM CARE GENERAL FD 03/01/2013 03/31/2013	1172102 Long Term Care Payable
2811	CNA GROUP LONG TERM CARE		424.06	1 Transactions	
1241	MADISON NATIONAL LIFE 01-000-000-0000-2041		870.56	STD PREMIUM GENERAL FD 03/01/2013 03/31/2013	Short Term Disability Payable
	01-000-000-0000-2050		1,006.51	LTD PREMIUM GENERAL FD 03/01/2013 03/31/2013	Long Term Disability Payable
1241	MADISON NATIONAL LIFE		1,877.07	2 Transactions	
0	DEPT Total:		2,301.13	...	2 Vendors 3 Transactions

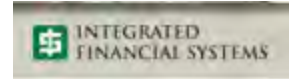
***** McLeod County IFS *****

Audit List for Board AUDITOR'S VOUCHERS ENTRIES



Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Description
No.	Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name
3	DEPT		County Wide		
1783	MINNESOTA DEPARTMENT OF REVENUE				
	01-003-000-0000-6350	DTG 6	2009-2012 AUDIT	MN ID 8026977	Other Services & Charges
1783	MINNESOTA DEPARTMENT OF REVENUE		1 Transactions		
3	DEPT Total:		6,774.11 County Wide	1 Vendors	1 Transactions

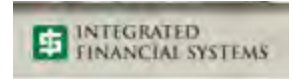
***** McLeod County IFS *****



Audit List for Board AUDITOR'S VOUCHERS ENTRIES

	<u>Vendor Name</u>	<u>Rpt</u>	<u>Warrant Description</u>	<u>Invoice #</u>	<u>Account/Formula Description</u>
	<u>No. Account/Formula</u>	<u>Accr</u>	<u>Amount</u>	<u>Service Dates</u>	<u>Paid On Bhf #</u>
	<u>On Behalf of Name</u>				
5	DEPT			Board of County Commissioners	
	658 MCLEOD PUBLISHING INC				
	01-005-000-0000-6241		4.08	LEGALS LINE CHRONICLE	Printing And Publishing
	658 MCLEOD PUBLISHING INC		4.08	1 Transactions	
5	DEPT Total:		4.08	Board of County Commissioners	1 Vendors 1 Transactions

***** McLeod County IFS *****

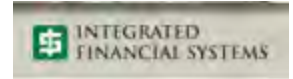


Audit List for Board AUDITOR'S VOUCHERS ENTRIES

Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Description
No.	Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name
75	DEPT		Central Services - Charge Backs		
	379 WRIGHT EXPRESS FSC				
	01-075-000-0000-6338		MOTOR POOL FUEL CARDS	32135659	Motor Pool Expenses
	379 WRIGHT EXPRESS FSC		1 Transactions		
75	DEPT Total:		Central Services - Charge Backs	1 Vendors	1 Transactions

SCHWENDEMA
 3/1/13 1:25PM
 1 General Revenue Fund

***** McLeod County IFS *****



Audit List for Board AUDITOR'S VOUCHERS ENTRIES

Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name
76	DEPT			Central Services - County Wide		
5906	CENTURYLINK 01-076-000-0000-6203		31.50	LOCAL SVC 02/18/2013 03/17/2013	313623769	Communications
	01-076-000-0000-6203		3,179.37	LOCAL SVC 02/18/2013 03/17/2013	314019358	Communications
5906	CENTURYLINK		3,210.87	2 Transactions		
11580	CENTURYLINK 01-076-000-0000-6203		1,363.90	LONG DISTANCE	320439462	Communications
11580	CENTURYLINK		1,363.90	1 Transactions		
5771	NU-TELECOM 01-076-000-0000-6203		2,104.14	T1 EXT PRI SW B1	80879134	Communications
5771	NU-TELECOM		2,104.14	1 Transactions		
76	DEPT Total:		6,678.91	Central Services - County Wide	3 Vendors	4 Transactions

SCHWENDEMA
 3/1/13 1:25PM
 1 General Revenue Fund

***** McLeod County IFS *****



Audit List for Board AUDITOR'S VOUCHERS ENTRIES

Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Description
No.	Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name
201	DEPT		County Sheriff's Office		
83	AT&T MOBILITY				
	01-201-000-0000-6203		491.89	MCSO AIR SOURCE CDS	287235616915 Communications
	01-201-000-9003-6350		122.92	GLENCOE PD AIR SOURCE CDS	287235616915 Other Services & Charges-Glencoe Compu
	01-201-000-9004-6350		30.73	LP PD AIR SOURCE CDS	287235616915 Other Services & Charges-Lp Computer
	01-201-000-9005-6350		30.73	WINSTED PD AIR SOURCE CDS	287235616915 Other Services & Charges-Winsted Compu
	01-201-000-9006-6350		30.73	SL PD AIR SOURCE CDS	287235616915 Other Services & Charges-Silver Lake
83	AT&T MOBILITY		707.00		5 Transactions
5906	CENTURYLINK				
	01-201-000-0000-6203		46.99	PHONE CHARGES	313138411 Communications
				02/18/2013 03/17/2013	
	01-201-000-0000-6203		297.11	LEC ARMER T1 TO NYA	313623769 Communications
5906	CENTURYLINK		344.10		2 Transactions
201	DEPT Total:		1,051.10	County Sheriff's Office	2 Vendors 7 Transactions

SCHWENDEMA
 3/1/13 1:25PM
 1 General Revenue Fund

***** McLeod County IFS *****

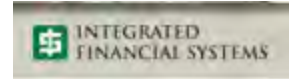


Audit List for Board AUDITOR'S VOUCHERS ENTRIES

Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Description
No.	Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name
485	DEPT		County Public Health Nursing		
83	AT&T MOBILITY				
	01-485-472-0000-6203		30.73 WIRELESS USAGE	X02232013	Communications
	01-485-474-0000-6203		30.73 WIRELESS USAGE	X02232013	Communications
83	AT&T MOBILITY		61.46		2 Transactions
5246	MORROW/CARMEN				
	01-485-000-0000-6350		686.40 28.6 HRS		Other Services & Charges
			02/01/2013 02/15/2013		
	01-485-000-0000-6350		585.60 24.4 HRS		Other Services & Charges
			02/16/2013 02/28/2013		
5246	MORROW/CARMEN		1,272.00		2 Transactions
485	DEPT Total:		1,333.46	County Public Health Nursing	2 Vendors 4 Transactions

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 3/1/13 1:25PM
 1 General Revenue Fund

***** McLeod County IFS *****



Audit List for Board AUDITOR'S VOUCHERS ENTRIES

Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Description
No.	Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name
520	DEPT		County Park's		
5906	CENTURYLINK				
	01-520-000-0000-6203		525 CARETAKER OFFICE PHONE	313540758	Communications
	01-520-000-0000-6203		525 SHOP	314102204	Communications
5906	CENTURYLINK				2 Transactions
5771	NU-TELECOM				
	01-520-000-0000-6203		PIEPENBURG 587-2082	80879134	Communications
5771	NU-TELECOM				1 Transactions
520	DEPT Total:		148.78	County Park's	2 Vendors 3 Transactions
1	Fund Total:		19,580.12	General Revenue Fund	24 Transactions

SCHWENDEMA
 3/1/13 1:25PM
 3 Road & Bridge Fund

***** McLeod County IFS *****



Audit List for Board AUDITOR'S VOUCHERS ENTRIES

Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Description	
No.	Account/Formula	Accr	Amount	Service Dates	Paid On Bhf #	On Behalf of Name
0	DEPT		...			
2811	CNA GROUP LONG TERM CARE 03-000-000-0000-2048		152.07	LONG TERM CARE HWY FD 03/01/2013 03/31/2013	1172102	Long Term Care Payable
2811	CNA GROUP LONG TERM CARE		152.07	1 Transactions		
1241	MADISON NATIONAL LIFE 03-000-000-0000-2041		20.30	STD PREMIUM HWY FD 03/01/2013 03/31/2013		Short Term Disability Payable
	03-000-000-0000-2050		92.60	LTD PREMIUM HWY FD 03/01/2013 03/31/2013		Long Term Disability Payable
1241	MADISON NATIONAL LIFE		112.90	2 Transactions		
0	DEPT Total:		264.97	...	2 Vendors	3 Transactions

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 3/1/13 1:25PM
 3 Road & Bridge Fund

***** McLeod County IFS *****



Audit List for Board AUDITOR'S VOUCHERS ENTRIES

Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name
330	DEPT			Highway Administration		
134	CITY OF HUTCHINSON 03-330-000-0000-6205	DTG 6	15.05	MAY POSTAGE	29696	Postage And Postal Box Rental
134	CITY OF HUTCHINSON		15.05	1 Transactions		
3984	CONCRETE PAVING ASSN OF MINNESOT, 03-330-000-0000-6245		525.00	REGISTRATION JB PS ZN 03/14/2013 03/15/2013	13-3654	Dues And Registration Fees
3984	CONCRETE PAVING ASSN OF MINNESOT,		525.00	1 Transactions		
1160	MCLEOD COUNTY AUDITOR TREASURER 03-330-000-0000-6205		11.35	HUTCHINSON POST OFFICE	43-070-006	Postage And Postal Box Rental
	03-330-000-0000-6205		6.05	HUTCHINSON POST OFFICE	43-711-005	Postage And Postal Box Rental
	03-330-000-0000-6205		46.00	HUTCHINSON POST OFFICE	STAMPS	Postage And Postal Box Rental
1160	MCLEOD COUNTY AUDITOR TREASURER		63.40	3 Transactions		
330	DEPT Total:		603.45	Highway Administration	3 Vendors	5 Transactions

SCHWENDEMA
 3/1/13 1:25PM
 3 Road & Bridge Fund

***** McLeod County IFS *****

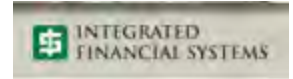


Audit List for Board AUDITOR'S VOUCHERS ENTRIES

Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Description
No.	Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name
340	DEPT		Highway Equipment Maintenance		
5906	CENTURYLINK				
	03-340-000-0000-6203		30.48 TELEPHONE SL	3203272214110	Communications
	03-340-000-0000-6203		5.61 TELEPHONE SL	3203272214110	Communications
	03-340-000-0000-6203		44.95 TELEPHONE SL	3203272214110	Communications
	03-340-000-0000-6203		29.73 TELEPHONE BROWNTON	3203285317183	Communications
	03-340-000-0000-6203		5.51 TELEPHONE BROWNTON	3203285317183	Communications
	03-340-000-0000-6203		44.95 TELEPHONE BROWNTON	3203285317183	Communications
	03-340-000-0000-6203		31.18 TELEPHONE LP	3203952071067	Communications
	03-340-000-0000-6203		5.52 TELEPHONE LP	3203952071067	Communications
	03-340-000-0000-6203		44.95 TELEPHONE LP	3203952071067	Communications
5906	CENTURYLINK		242.88		9 Transactions
1160	MCLEOD COUNTY AUDITOR TREASURER				
	03-340-000-0000-6425		9.00 HUTCHINSON POST OFFICE	STAMPS	Repair And Maintenance Supplies
1160	MCLEOD COUNTY AUDITOR TREASURER		9.00		1 Transactions
340	DEPT Total:		251.88	Highway Equipment Maintenance	2 Vendors 10 Transactions
3	Fund Total:		1,120.30	Road & Bridge Fund	18 Transactions



Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Description
No.	Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name
393	DEPT		Materials Recovery Facility		
664	LENTSCH TRUCKING 05-393-000-0000-6269		2,355.00	RECYCLED MATL SHIPPING	Contracts
				02/06/2013 02/27/2013	
664	LENTSCH TRUCKING		2,355.00	1 Transactions	
1241	MADISON NATIONAL LIFE 05-393-000-0000-2041		17.40	STD PREMIUM MRF FD	Short Term Disability Payable
				03/01/2013 03/31/2013	
	05-393-000-0000-2050		12.32	LTD PREMIUM SW FD	Long Term Disability Payable
				03/01/2013 03/31/2013	
1241	MADISON NATIONAL LIFE		29.72	2 Transactions	
4170	WASTE MANAGEMENT OF WI MN 05-393-000-0000-6257		200.64	RECYCLE RESIDUE GARBAGE	9845-1702-2 Sewer, Water And Garbage Removal
4170	WASTE MANAGEMENT OF WI MN		200.64	1 Transactions	
393	DEPT Total:		2,585.36	Materials Recovery Facility	3 Vendors 4 Transactions



Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Description
No.	Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name
397	DEPT		Household Hazardous Waste		
	1241 MADISON NATIONAL LIFE 05-397-000-0000-2050		LTD PREMIUM HHW FD		Long Term Disability Payable
		5.30	03/01/2013 03/31/2013		
	1241 MADISON NATIONAL LIFE	5.30	1 Transactions		
397	DEPT Total:	5.30	Household Hazardous Waste	1 Vendors	1 Transactions
5	Fund Total:	2,590.66	Solid Waste Fund		5 Transactions



Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Description
No.	Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name
420	DEPT		Income Maintenance		
2811	CNA GROUP LONG TERM CARE 11-420-000-0000-2048		162.64	LONG TERM CARE WELFARE FD 03/01/2013 03/31/2013	1172102 Long Term Care Payable
2811	CNA GROUP LONG TERM CARE		162.64	1 Transactions	
1241	MADISON NATIONAL LIFE 11-420-000-0000-2041		105.20	STD PREMIUM INC MAINT FD 03/01/2013 03/31/2013	Short Term Disability Payable
	11-420-000-0000-2050		129.51	LTD PREMIUM INC MAINT FD 03/01/2013 03/31/2013	Long Term Disability Payable
1241	MADISON NATIONAL LIFE		234.71	2 Transactions	
1783	MINNESOTA DEPARTMENT OF REVENUE 11-420-600-0010-6610 DTG 6		489.82	2009-2012 AUDIT	MN ID 8026977 Capital - Over \$5,000 (Fixed Assets)
1783	MINNESOTA DEPARTMENT OF REVENUE		489.82	1 Transactions	
420	DEPT Total:		887.17	Income Maintenance	3 Vendors 4 Transactions

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 11 Human Service Fund

***** McLeod County IFS *****

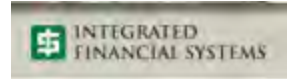


Audit List for Board AUDITOR'S VOUCHERS ENTRIES

Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Description
No.	Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name
430	DEPT		Individual and Family Social Services		
2811	CNA GROUP LONG TERM CARE 11-430-000-0000-2048		184.57	LONG TERM CARE INC MAINT FD 03/01/2013 03/31/2013	1172102 Long Term Care Payable
2811	CNA GROUP LONG TERM CARE		184.57	1 Transactions	
1241	MADISON NATIONAL LIFE 11-430-000-0000-2041		488.40	STD PREMIUM WELFARE FD 03/01/2013 03/31/2013	Short Term Disability Payable
	11-430-000-0000-2050		285.23	LTD PREMIUM WELFARE FD 03/01/2013 03/31/2013	Long Term Disability Payable
1241	MADISON NATIONAL LIFE		773.63	2 Transactions	
1783	MINNESOTA DEPARTMENT OF REVENUE 11-430-700-0010-6610 DTG 6		734.73	2009-2012 AUDIT	MN ID 8026977 Capital - Over \$5,000 (Fixed Assets)
1783	MINNESOTA DEPARTMENT OF REVENUE		734.73	1 Transactions	
430	DEPT Total:		1,692.93	Individual and Family Social Services 3 Vendors	4 Transactions
11	Fund Total:		2,580.10	Human Service Fund	8 Transactions

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 3/1/13 1:25PM
 25 Special Revenue Fund

***** McLeod County IFS *****

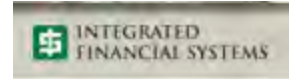


Audit List for Board AUDITOR'S VOUCHERS ENTRIES

Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Description
No.	Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name
32	DEPT		McLeod For Tomorrow		
	3228 GERT & ERMAS				
	25-032-000-0000-6350		44.57 MCLEOD FOR TOMORROW ALUMNI	385	Leadership Program Expenses
	3228 GERT & ERMAS		44.57		1 Transactions
32	DEPT Total:		44.57 McLeod For Tomorrow	1 Vendors	1 Transactions

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 3/1/13 1:25PM
 25 Special Revenue Fund

***** McLeod County IFS *****



Audit List for Board AUDITOR'S VOUCHERS ENTRIES

Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Description
No.	Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name
603	DEPT		County Extension		
658	MCLEOD PUBLISHING INC 25-603-000-0000-6350		BISCAY WASTEWATER	1/23/13	Other Services & Charges
658	MCLEOD PUBLISHING INC		1 Transactions		
1316	RUHLAND COMMERCIAL CONSULTANTS 25-603-000-0000-6350		APPRAISAL 06.059.0060&06.023.0	12531	Other Services & Charges
1316	RUHLAND COMMERCIAL CONSULTANTS		1 Transactions		
603	DEPT Total:		3,238.40 County Extension	2 Vendors	2 Transactions

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 3/1/13 1:25PM
 25 Special Revenue Fund

***** McLeod County IFS *****



Audit List for Board AUDITOR'S VOUCHERS ENTRIES

Vendor	<u>Name</u>	<u>Rpt</u>	<u>Warrant Description</u>	<u>Invoice #</u>	<u>Account/Formula Description</u>	
<u>No.</u>	<u>Account/Formula</u>	<u>Accr</u>	<u>Amount</u>	<u>Service Dates</u>	<u>Paid On Bhf #</u>	<u>On Behalf of Name</u>
807	DEPT			Designated for Capital Assets		
6108	MOTOROLA SOLUTIONS INC 25-807-000-0000-6610		7,562.21	RADIOS FOR GSL SCHOOLS	13944329	Capital - Over \$5,000 (Fixed Assets)
6108	MOTOROLA SOLUTIONS INC		7,562.21	1 Transactions		
1320	STATE OF MINNESOTA 25-807-000-0000-6610		500,000.00	COPPERATIVE AGREEMENT	55394	Capital - Over \$5,000 (Fixed Assets)
1320	STATE OF MINNESOTA		500,000.00	1 Transactions		
807	DEPT Total:		507,562.21	Designated for Capital Assets	2 Vendors	2 Transactions
25	Fund Total:		510,845.18	Special Revenue Fund		5 Transactions

***** McLeod County IFS *****



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3/1/13 1:25PM

82 Community Health Service

Audit List for Board AUDITOR'S VOUCHERS ENTRIES

Page 20

Vendor	<u>Name</u>	<u>Rpt</u>	<u>Warrant Description</u>	<u>Invoice #</u>	<u>Account/Formula Description</u>	
<u>No.</u>	<u>Account/Formula</u>	<u>Accr</u>	<u>Amount</u>	<u>Service Dates</u>	<u>Paid On Bhf #</u>	<u>On Behalf of Name</u>
852	DEPT		Project Harmony Mofas Grant			
	688 BUERKLE/PATTY					
	82-852-000-0000-6402		134.01	GGK SUPPLIES		Office Supplies
	688 BUERKLE/PATTY		134.01	1 Transactions		
852	DEPT Total:		134.01	Project Harmony Mofas Grant	1 Vendors	1 Transactions

SCHWENDEMA
 3/1/13 1:25PM
 82 Community Health Service

***** McLeod County IFS *****



Audit List for Board AUDITOR'S VOUCHERS ENTRIES

Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Description
No.	Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name
853	DEPT		Local Public Health Grant		
688	BUERKLE/PATTY 82-853-000-0000-6350		FOCUS GROUP INCENTIVES		Other Services & Charges
688	BUERKLE/PATTY		1 Transactions		
10551	DOUBLE TREE BY HILTON 82-853-000-0000-6336		AMC JOINT LEG CONF A FREIDRICH		Meals, Lodging, Parking & Miscellaneous
10551	DOUBLE TREE BY HILTON		1 Transactions		
1313	MICHIGAN PUBLIC HEALTH INSTITUTE 82-853-000-0000-6350		PH RESOURCE MANUELS	18026421	Other Services & Charges
1313	MICHIGAN PUBLIC HEALTH INSTITUTE		1 Transactions		
1310	SWENSON/SHANNON 82-853-000-0000-6350		FOCUS GROUP INCENTIVES		Other Services & Charges
1310	SWENSON/SHANNON		1 Transactions		
853	DEPT Total:		375.45 Local Public Health Grant	4 Vendors	4 Transactions

***** McLeod County IFS *****



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3/1/13 1:25PM

82 Community Health Service

Audit List for Board AUDITOR'S VOUCHERS ENTRIES

Page 22

Vendor	<u>Name</u>	<u>Rpt</u>	<u>Warrant Description</u>	<u>Invoice #</u>	<u>Account/Formula Description</u>
<u>No.</u>	<u>Account/Formula</u>	<u>Accr</u>	<u>Service Dates</u>	<u>Paid On Bhf #</u>	<u>On Behalf of Name</u>
862	DEPT		SHIP		
	8708 CROW RIVER PRESS INC				
	82-862-000-0000-6241		SHIP SAVE THE DATE POSTCARDS	31828	Printing And Publishing
	8708 CROW RIVER PRESS INC		1 Transactions		
862	DEPT Total:		SHIP	1 Vendors	1 Transactions
82	Fund Total:		Community Health Service Fun		6 Transactions

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3/1/13 1:25PM

84 Supporting Hands N F P Fl

***** McLeod County IFS *****



Audit List for Board AUDITOR'S VOUCHERS ENTRIES

Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Description
No.	Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name
490	DEPT		Supporting Hands Nurse Family Partner:		
6429	HAMPTON INN AND SUITES 84-490-000-0000-6336		RESERVATION L PRESCOTT 03/17/2013 03/22/2013	CONF#86330749	Meals, Lodging, Parking & Miscellaneous
6429	HAMPTON INN AND SUITES		1 Transactions		
1241	MADISON NATIONAL LIFE 84-490-000-0000-2041		STD PREMIUM SHNFP FD 03/01/2013 03/31/2013		Short Term Disability Payable
	84-490-000-0000-2050		LTD PREMIUM SHNFP FD 03/01/2013 03/31/2013		Long Term Disability Payable
1241	MADISON NATIONAL LIFE		2 Transactions		
5882	WESTIN DENVER DOWNTOWN 84-490-000-0000-6336		CONF K JENSEN & M OBRIEN 05/14/2013 05/17/2013	CONF#375526848	Meals, Lodging, Parking & Miscellaneous
5882	WESTIN DENVER DOWNTOWN		1 Transactions		
490	DEPT Total:		Supporting Hands Nurse Family Partne	3 Vendors	4 Transactions

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3/1/13 1:25PM

84 Supporting Hands N F P Fl

***** McLeod County IFS *****



Audit List for Board AUDITOR'S VOUCHERS ENTRIES

Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Description
No.	Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name
493	DEPT		MIECHV		
	1241 MADISON NATIONAL LIFE				
	84-493-000-0000-2041		21.85		Short Term Disability Payable
	84-493-000-0000-2050		13.53		Long Term Disability Payable
	1241 MADISON NATIONAL LIFE		35.38		2 Transactions
493	DEPT Total:		35.38	MIECHV	1 Vendors 2 Transactions
84	Fund Total:		2,195.05	Supporting Hands N F P Fund	6 Transactions

***** McLeod County IFS *****



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3/1/13 1:25PM

86 Trust and Agency Fund

Audit List for Board AUDITOR'S VOUCHERS ENTRIES

Page 25

Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Description	
No.	Account/Formula	Accr	Amount	Service Dates	Paid On Bhf #	On Behalf of Name
975	DEPT		DNR Clearing Account			
	509 MINNESOTA DNR					
	86-975-000-0000-6850		1,756.50	DNR		Collections For Other Agencies
				02/20/2013 02/25/2013		
	509 MINNESOTA DNR		1,756.50	1 Transactions		
975	DEPT Total:		1,756.50	DNR Clearing Account	1 Vendors	1 Transactions



Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Description	
No.	Account/Formula	Accr	Amount	Service Dates	Paid On Bhf #	On Behalf of Name
976	DEPT		Game & Fish Clearing Account			
	509 MINNESOTA DNR					
	86-976-000-0000-6850		22.00	G & F		Collections For Other Agencies
				02/20/2013 02/25/2013		
	509 MINNESOTA DNR		22.00	1 Transactions		
976	DEPT Total:		22.00	Game & Fish Clearing Account	1 Vendors	1 Transactions
86	Fund Total:		1,778.50	Trust and Agency Fund		2 Transactions

***** McLeod County IFS *****



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3/1/13 1:25PM

86 Trust and Agency Fund

Audit List for Board AUDITOR'S VOUCHERS ENTRIES

Page 27

<u>Vendor Name</u>	<u>Rpt</u>	<u>Warrant Description</u>	<u>Invoice #</u>	<u>Account/Formula Description</u>
<u>No. Account/Formula</u>	<u>Accr</u>	<u>Amount</u>	<u>Service Dates</u>	<u>Paid On Bhf #</u>
			<u>On Behalf of Name</u>	
Final Total:		541,654.14	48 Vendors	74 Transactions

***** McLeod County IFS *****



Audit List for Board AUDITOR'S VOUCHERS ENTRIES

Recap by Fund	<u>Fund</u>	<u>AMOUNT</u>	<u>Name</u>	
	1	19,580.12	General Revenue Fund	
	3	1,120.30	Road & Bridge Fund	
	5	2,590.66	Solid Waste Fund	
	11	2,580.10	Human Service Fund	
	25	510,845.18	Special Revenue Fund	
	82	964.23	Community Health Service Fund	
	84	2,195.05	Supporting Hands N F P Fund	
	86	1,778.50	Trust and Agency Fund	
	All Funds	541,654.14	Total	Approved by,
			
			

***** McLeod County IFS *****



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Audit List for Board AUDITOR'S VOUCHERS ENTRIES

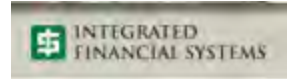
Print List in Order By: 2
1 - Fund (Page Break by Fund)
2 - Department (Totals by Dept)
3 - Vendor Number
4 - Vendor Name

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Paid on Behalf Of Name
on Audit List?: N

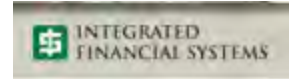
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D - Detailed Audit List
S - Condensed Audit List

Save Report Options?: N



Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Description	
No.	Account/Formula	Accr	Amount	Service Dates	Paid On Bhf #	On Behalf of Name
0	DEPT		...			
0	3028 MINNESOTA CHILD SUPPORT PAYMENT					
2	01-000-000-0000-2056		303.64	CHILD SUPPORT 03/06/2013 03/06/2013	001124208702	Child Support Garnishment Payable
5	01-000-000-0000-2056		106.59	CHILD SUPPORT 03/06/2013 03/06/2013	001436294701	Child Support Garnishment Payable
4	01-000-000-0000-2056		106.13	CHILD SUPPORT 03/06/2013 03/06/2013	001439921102	Child Support Garnishment Payable
1	01-000-000-0000-2056		246.42	CHILD SUPPORT 03/06/2013 03/06/2013	001447664801	Child Support Garnishment Payable
3	01-000-000-0000-2056		170.74	CHILD SUPPORT 03/06/2013 03/06/2013	001499730601	Child Support Garnishment Payable
6	01-000-000-0000-2056		294.87	CHILD SUPPORT 03/06/2013 03/06/2013	001527027301	Child Support Garnishment Payable
	3028 MINNESOTA CHILD SUPPORT PAYMENT		1,228.39	6 Transactions		
0	DEPT Total:		1,228.39	...	1 Vendors	6 Transactions

***** McLeod County IFS *****



Audit List for Board AUDITOR'S VOUCHERS ENTRIES

	<u>Vendor Name</u>	<u>Rpt</u>	<u>Warrant Description</u>	<u>Invoice #</u>	<u>Account/Formula Description</u>
	<u>No. Account/Formula</u>	<u>Accr</u>	<u>Amount</u>	<u>Service Dates</u>	<u>Paid On Bhf #</u>
					<u>On Behalf of Name</u>
5	DEPT			Board of County Commissioners	
	1440 VISA				
56	01-005-000-0000-6336		112.49	CROWNE PLAZA RS	Meals, Lodging, Parking & Miscellaneous
57	01-005-000-0000-6336		112.49	CROWNE PLAZA PM	Meals, Lodging, Parking & Miscellaneous
58	01-005-000-0000-6402		20.85	AMAZON	Office Supplies
	1440 VISA		245.83	3 Transactions	
5	DEPT Total:		245.83	Board of County Commissioners	1 Vendors 3 Transactions



Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Description
No.	Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name
13	DEPT		Court Administrator's Office		
812	GAVIN OLSON WINTERS TWISS THIEMAN				
31	01-013-000-0000-6273		131.25 CT APPT HM F4-02-50252	2002233-000M	Court Appt Atty-Other
29	01-013-000-0000-6273		15.00 CT APPT A EDBLOM FA-08-536	20080262-000M	Court Appt Atty-Other
32	01-013-000-0000-6272		11.25 CT APPT HW JW JV-11-31	20120122-000M	Court Appt Atty-Dep/Neg/Ter
33	01-013-000-0000-6272		176.25 CT APPT AN EP JV-12-104	20120233-000M	Court Appt Atty-Dep/Neg/Ter
30	01-013-000-0000-6273		26.25 CT APPT AS FA-12-1638	20130004-000M	Court Appt Atty-Other
34	01-013-000-0000-6272		176.25 CT APPT LA JK FS JV-13-18	20130055-000M	Court Appt Atty-Dep/Neg/Ter
812	GAVIN OLSON WINTERS TWISS THIEMAN		536.25		6 Transactions
283	GLENCOE LAW OFFICE				
35	01-013-000-0000-6272		146.25 CT APPT SL DS JV-13-19	163	Court Appt Atty-Dep/Neg/Ter
37	01-013-000-0000-6272		75.00 CT APPT NG NK JV-12-237	165	Court Appt Atty-Dep/Neg/Ter
36	01-013-000-0000-6272		486.75 CT APPT KL JV-12-108	166	Court Appt Atty-Dep/Neg/Ter
283	GLENCOE LAW OFFICE		708.00		3 Transactions
377	THE LAW OFFICE OF TROY A SCOTTING				
54	01-013-000-0000-6272		15.00 CT APPT RW	F9-06-50207	Court Appt Atty-Dep/Neg/Ter
55	01-013-000-0000-6272		30.00 CT APPT RW	FA-12-1638	Court Appt Atty-Dep/Neg/Ter
53	01-013-000-0000-6272		210.00 CT APPT KR BR DR	JV-11-227	Court Appt Atty-Dep/Neg/Ter
377	THE LAW OFFICE OF TROY A SCOTTING		255.00		3 Transactions
13	DEPT Total:		1,499.25		Court Administrator's Office 3 Vendors 12 Transactions

***** McLeod County IFS *****

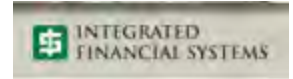


Audit List for Board AUDITOR'S VOUCHERS ENTRIES

	<u>Vendor Name</u>	<u>Rpt</u>	<u>Warrant Description</u>	<u>Invoice #</u>	<u>Account/Formula Description</u>	
	<u>No. Account/Formula</u>	<u>Accr</u>	<u>Amount</u>	<u>Service Dates</u>	<u>Paid On Bhf #</u>	<u>On Behalf of Name</u>
41	DEPT			County Auditor-Treasurer's Office		
	137 HUTCHINSON LEADER					
48	01-041-000-0000-6450		97.00	SUBSCRIPTION	2006804	Subscriptions
	137 HUTCHINSON LEADER		97.00	1 Transactions		
41	DEPT Total:		97.00	County Auditor-Treasurer's Office	1 Vendors	1 Transactions



Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Description	
No.	Account/Formula	Accr	Amount	Service Dates	Paid On Bhf #	On Behalf of Name
111	DEPT		Courthouse Building			
42	HITE HARDWARE AND PAINT					
38	01-111-000-0000-6425		4.35	SUPPLIES	145-509243	Repair And Maintenance Supplies
40	01-111-000-0000-6425		16.53	SUPPLIES	145-509542	Repair And Maintenance Supplies
42	01-111-000-0000-6425		64.29	SUPPLIES	145-510375	Repair And Maintenance Supplies
43	01-111-000-0000-6425		14.05	SUPPLIES	145-510483	Repair And Maintenance Supplies
45	01-111-000-0000-6425		46.97	SUPPLIES	145-511382	Repair And Maintenance Supplies
42	HITE HARDWARE AND PAINT		146.19			5 Transactions
2038	WASTE MANAGEMENT OF WI MN					
63	01-111-000-0000-6257		420.56	GARBAGE REMOVAL	6348647-1593-9	Sewer, Water And Garbage
				02/01/2013	02/28/2013	
2038	WASTE MANAGEMENT OF WI MN		420.56			1 Transactions
111	DEPT Total:		566.75	Courthouse Building		2 Vendors
						6 Transactions



Vendor	<u>Name</u>	<u>Rpt</u>	<u>Amount</u>	<u>Warrant Description</u>	<u>Invoice #</u>	<u>Account/Formula Description</u>
<u>No.</u>	<u>Account/Formula</u>	<u>Accr</u>		<u>Service Dates</u>	<u>Paid On Bhf #</u>	<u>On Behalf of Name</u>
112	DEPT			North Complex Building		
	2038 WASTE MANAGEMENT OF WI MN					
64	01-112-000-0000-6257		127.85	GARBAGE REMOVAL	6348649-1593-5	Sewer, Water And Garbage
				02/01/2013 02/28/2013		
	2038 WASTE MANAGEMENT OF WI MN		127.85	1 Transactions		
112	DEPT Total:		127.85	North Complex Building	1 Vendors	1 Transactions



Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Description	
No.	Account/Formula	Accr	Amount	Service Dates	Paid On Bhf #	On Behalf of Name
116	DEPT		Health And Human Services Building			
	42 HITE HARDWARE AND PAINT					
39	01-116-000-0000-6425		16.00	SUPPLIES	145-509500	Repair And Maintenance Supplies
41	01-116-000-0000-6425		16.02	SUPPLIES	145-509692	Repair And Maintenance Supplies
44	01-116-000-0000-6425		26.16	SUPPLIES	145-510835	Repair And Maintenance Supplies
	42 HITE HARDWARE AND PAINT		58.18			3 Transactions
	2038 WASTE MANAGEMENT OF WI MN					
65	01-116-000-0000-6257		189.21	GARBAGE REMOVAL	6348648-1593-7	Sewer, Water And Garbage Removal
				02/01/2013 02/28/2013		
	2038 WASTE MANAGEMENT OF WI MN		189.21			1 Transactions
116	DEPT Total:		247.39	Health And Human Services Building	2 Vendors	4 Transactions

***** McLeod County IFS *****

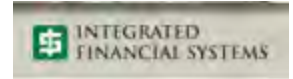


Audit List for Board AUDITOR'S VOUCHERS ENTRIES

Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Description
No.	Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name
117	DEPT		Fairgrounds		
137	HUTCHINSON LEADER				
70	01-117-000-0000-6350		BRIDAL AD FOR WEDDINGS	213373171	Other Services & Charges
137	HUTCHINSON LEADER		1 Transactions		
5771	NU-TELECOM				
75	01-117-000-0000-6203		PHONE MARCH	80879400	Communications
5771	NU-TELECOM		1 Transactions		
2038	WASTE MANAGEMENT OF WI MN				
78	01-117-000-0000-6257		JAN REFUSE	0000000-1593-3	Sewer, Water And Garbage Removal
77	01-117-000-0000-6257		FEB REFUSE	6349053-1593-9	Sewer, Water And Garbage Removal
2038	WASTE MANAGEMENT OF WI MN		2 Transactions		
117	DEPT Total:		Fairgrounds	3 Vendors	4 Transactions
		1,375.82			

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 1 General Revenue Fund

***** McLeod County IFS *****



Audit List for Board AUDITOR'S VOUCHERS ENTRIES

Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Description	
No.	Account/Formula	Accr	Amount	Service Dates	Paid On Bhf #	On Behalf of Name
201	DEPT		County Sheriff's Office			
	1160 MCLEOD COUNTY AUDITOR TREASURER					
72	01-201-000-0000-6327		12.00	#126 LICENSE PLATE REG		General Auto Maintenance
73	01-201-000-0000-6327		12.00	#128 LICENSE PLATE REG		General Auto Maintenance
74	01-201-000-0000-6327		12.00	#130 LICENSE PLATE REG		General Auto Maintenance
	1160 MCLEOD COUNTY AUDITOR TREASURER		36.00	3 Transactions		
	5771 NU-TELECOM					
51	01-201-000-0000-6203		146.26	111-2290 SPEC ACC VOICE 03/01/2013 03/31/2013	80878852	Communications
	5771 NU-TELECOM		146.26	1 Transactions		
	6359 US AUTOFORCE					
71	01-201-000-0000-6327		149.67	P265 70R17 WRGLR	3129547	General Auto Maintenance
	6359 US AUTOFORCE		149.67	1 Transactions		
201	DEPT Total:		331.93	County Sheriff's Office	3 Vendors	5 Transactions



Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Description
No.	Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name
485	DEPT		County Public Health Nursing		
	1440 VISA				
12	01-485-000-0000-6336		GAYLORD NATION GEIKEN 02/03/2013 02/07/2013	7306	Meals, Lodging, Parking & Miscellaneous
13	01-485-000-0000-6336		CITY LIGHTS 02/04/2013 02/04/2013	7306	Meals, Lodging, Parking & Miscellaneous
14	01-485-000-0000-6336		CADILLAC RANCH 02/04/2013 02/04/2013	7306	Meals, Lodging, Parking & Miscellaneous
15	01-485-000-0000-6336		PUBLIC HOUSE 02/03/2013 02/03/2013	7306	Meals, Lodging, Parking & Miscellaneous
16	01-485-000-0000-6336		IORELLA PIZZERIA 02/05/2013 02/05/2013	7306	Meals, Lodging, Parking & Miscellaneous
17	01-485-000-0000-6336		MANDU 02/05/2013 02/05/2013	7306	Meals, Lodging, Parking & Miscellaneous
18	01-485-000-0000-6336		NATIONAL PASTIME 02/06/2013 02/06/2013	7306	Meals, Lodging, Parking & Miscellaneous
19	01-485-000-0000-6336		MCDONALDS 02/07/2013 02/07/2013	7306	Meals, Lodging, Parking & Miscellaneous
20	01-485-000-0000-6336		NMAH STARS & STRIPES 02/07/2013 02/07/2013	7306	Meals, Lodging, Parking & Miscellaneous
	1440 VISA		9 Transactions		
485	DEPT Total:		1,103.16 County Public Health Nursing	1 Vendors	9 Transactions

***** McLeod County IFS *****

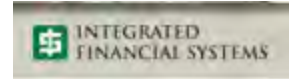


Audit List for Board AUDITOR'S VOUCHERS ENTRIES

Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Description
No.	Account/Formula	Accr	Amount	Service Dates	On Behalf of Name
				Paid On Bhf #	
501	DEPT		Culture & Recreation		
	183 SOUTHWEST INITIATIVE FOUNDATION				
76	01-501-000-0000-6894		5,897.00	2013 ALLOCATION	Allocation-Southwest Minnesota Foundat
	183 SOUTHWEST INITIATIVE FOUNDATION		5,897.00	1 Transactions	
501	DEPT Total:		5,897.00	Culture & Recreation	1 Vendors 1 Transactions
1	Fund Total:		12,720.37	General Revenue Fund	52 Transactions

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 3 Road & Bridge Fund

***** McLeod County IFS *****

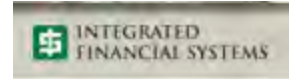


Audit List for Board AUDITOR'S VOUCHERS ENTRIES

	<u>Vendor Name</u>	<u>Rpt</u>		<u>Warrant Description</u>	<u>Invoice #</u>	<u>Account/Formula Description</u>
	<u>No. Account/Formula</u>	<u>Accr</u>	<u>Amount</u>	<u>Service Dates</u>	<u>Paid On Bhf #</u>	<u>On Behalf of Name</u>
0	DEPT			...		
	3028 MINNESOTA CHILD SUPPORT PAYMENT					
7	03-000-000-0000-2056		255.07	CHILD SUPPORT	001253574102	Child Support Garnishment Payable
				03/06/2013 03/06/2013		
	3028 MINNESOTA CHILD SUPPORT PAYMENT		255.07		1 Transactions	
0	DEPT Total:		255.07	...	1 Vendors	1 Transactions

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 3 Road & Bridge Fund

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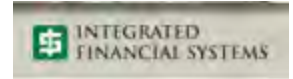


Audit List for Board AUDITOR'S VOUCHERS ENTRIES

Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Description	
No.	Account/Formula	Accr	Amount	Service Dates	Paid On Bhf #	On Behalf of Name
320	DEPT		Highway Construction			
	1356 WSB & ASSOCIATES INC					
67	03-320-000-0000-6647		23,415.09	PROF SVC JOB 1153 MILL & OVER	8	Joint Road Projects
68	03-320-000-0000-6647		30,507.73	PROF SVC JOB 1153 ROUNDABOUT	8	Joint Road Projects
	1356 WSB & ASSOCIATES INC		53,922.82	2 Transactions		
320	DEPT Total:		53,922.82	Highway Construction	1 Vendors	2 Transactions

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 3 Road & Bridge Fund

***** McLeod County IFS *****



Audit List for Board AUDITOR'S VOUCHERS ENTRIES

Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Description	
No.	Account/Formula	Accr	Amount	Service Dates	Paid On Bhf #	On Behalf of Name
330	DEPT		Highway Administration			
5658	ARAMARK UNIFORM SERVICES					
22	03-330-000-0000-6145		1,081.65	UNIFORM SERVICES	800409000	Uniform Allowance
				01/29/2013 02/19/2013		
5658	ARAMARK UNIFORM SERVICES		1,081.65	1 Transactions		
1440	VISA					
59	03-330-000-0000-6350		75.00	UNIVERSITY OF MN		Other Services & Charges
1440	VISA		75.00	1 Transactions		
330	DEPT Total:		1,156.65	Highway Administration	2 Vendors	2 Transactions

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 3/8/13 1:08PM
 3 Road & Bridge Fund

***** McLeod County IFS *****



Audit List for Board AUDITOR'S VOUCHERS ENTRIES

Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Description
No.	Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name
340	DEPT		Highway Equipment Maintenance		
	32 CITY OF BROWNTON				
26	03-340-000-0000-6253		ELECTRIC	1AVS000208	Electricity
27	03-340-000-0000-6257		WATER SEWER	1AVS000208	Sewer, Water And Garbage Removal
	32 CITY OF BROWNTON				2 Transactions
	315 CITY OF SILVER LAKE				
28	03-340-000-0000-6257		WATER SEWER	20000148009	Sewer, Water And Garbage Removal
	315 CITY OF SILVER LAKE				1 Transactions
	2038 WASTE MANAGEMENT OF WI MN				
62	03-340-000-0000-6257		GARBAGE REMOVAL SL	6349102-1593-4	Sewer, Water And Garbage Removal
61	03-340-000-0000-6257		GARBAGE REMOVAL GLENCOE	6349103-1593-2	Sewer, Water And Garbage Removal
60	03-340-000-0000-6257		GARBAGE REMOVAL LP	6349105-1593-7	Sewer, Water And Garbage Removal
	2038 WASTE MANAGEMENT OF WI MN				3 Transactions
340	DEPT Total:		319.26	Highway Equipment Maintenance	3 Vendors 6 Transactions
3	Fund Total:		55,653.80	Road & Bridge Fund	11 Transactions



Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Description
No.	Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name
391	DEPT		Solid Waste Tip Fee		
	2038 WASTE MANAGEMENT OF WI MN				
21	05-391-000-0000-6257		ORGANICS DISPOSAL	634911115935	Sewer, Water And Garbage Removal
		21.11	03/01/2013 03/31/2013		
	2038 WASTE MANAGEMENT OF WI MN		1 Transactions		
		21.11			
391	DEPT Total:		Solid Waste Tip Fee	1 Vendors	1 Transactions
		21.11			
5	Fund Total:		Solid Waste Fund		1 Transactions
		21.11			

***** McLeod County IFS *****



Audit List for Board AUDITOR'S VOUCHERS ENTRIES

Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Description
No.	Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name
430	DEPT		Individual and Family Social Services		
	3028 MINNESOTA CHILD SUPPORT PAYMENT				
8	11-430-000-0000-2056		CHILD SUPPORT	001486828601	Child Support Garnishment Payable
		347.81	03/06/2013 03/06/2013		
	3028 MINNESOTA CHILD SUPPORT PAYMENT		1 Transactions		
		347.81			
430	DEPT Total:		Individual and Family Social Services	1 Vendors	1 Transactions
		347.81			
11	Fund Total:		Human Service Fund		1 Transactions
		347.81			

***** McLeod County IFS *****



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3/8/13 1:08PM
25 Special Revenue Fund

Audit List for Board AUDITOR'S VOUCHERS ENTRIES

	<u>Vendor Name</u>	<u>Rpt</u>	<u>Warrant Description</u>	<u>Invoice #</u>	<u>Account/Formula Description</u>	
	<u>No. Account/Formula</u>	<u>Accr</u>	<u>Amount</u>	<u>Service Dates</u>	<u>Paid On Bhf #</u>	<u>On Behalf of Name</u>
32	DEPT			McLeod For Tomorrow		
	5275 CARD SERVICES					
25	25-032-000-0000-6350		47.28	MFT ALUMNI PROGRAM CLASS		Leadership Program Expenses
				02/21/2013 02/21/2013		
	5275 CARD SERVICES		47.28	1 Transactions		
	137 HUTCHINSON LEADER					
79	25-032-000-0000-6350		31.09	MFT PROGRAM COORD AD	213363597	Leadership Program Expenses
	137 HUTCHINSON LEADER		31.09	1 Transactions		
32	DEPT Total:		78.37	McLeod For Tomorrow	2 Vendors	2 Transactions

***** McLeod County IFS *****



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3/8/13 1:08PM

25 Special Revenue Fund

Audit List for Board AUDITOR'S VOUCHERS ENTRIES

Page 20

Vendor	<u>Name</u>	<u>Rpt</u>	<u>Warrant Description</u>	<u>Invoice #</u>	<u>Account/Formula Description</u>	
<u>No.</u>	<u>Account/Formula</u>	<u>Accr</u>	<u>Amount</u>	<u>Service Dates</u>	<u>Paid On Bhf #</u>	<u>On Behalf of Name</u>
223	DEPT					
	1440 VISA					
11	25-223-000-0000-6350		30.99	CASH WISE	7306	Other Services & Charges
	1440 VISA		30.99	1 Transactions		
223	DEPT Total:		30.99	D.A.R.E. Program	1 Vendors	1 Transactions

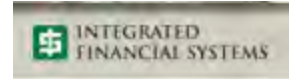
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25 Special Revenue Fund

Audit List for Board AUDITOR'S VOUCHERS ENTRIES

Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Description
No.	Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name
225	DEPT		McLeod County Sheriffs Posse		
46	137 HUTCHINSON LEADER 25-225-000-0000-6350		357.94 POSSE AD 02/10/2013 02/17/2013 1 Transactions	0213301358	Other Services & Charges
	137 HUTCHINSON LEADER		357.94		
47	658 MCLEOD PUBLISHING INC 25-225-000-0000-6350		244.40 POSSE AD 02/10/2013 02/17/2013 1 Transactions	2/28/13	Other Services & Charges
	658 MCLEOD PUBLISHING INC		244.40		
225	DEPT Total:		602.34	2 Vendors	2 Transactions



Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Description
No.	Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name
252	DEPT		Jail Canteen Account		
3510	BOB BARKER COMPANY INC				
69	25-252-000-0000-6460		SANITARY NAPKINS	WEB000258987	Jail Supplies
3510	BOB BARKER COMPANY INC	187.31			
		187.31		1 Transactions	
5771	NU-TELECOM				
49	25-252-000-0000-6460		CABLE	80877826	Jail Supplies
		89.77	03/01/2013		
			03/31/2013		
5771	NU-TELECOM	89.77		1 Transactions	
252	DEPT Total:		Jail Canteen Account	2 Vendors	2 Transactions
		277.08			

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 3/8/13 1:08PM
 25 Special Revenue Fund

***** McLeod County IFS *****



Audit List for Board AUDITOR'S VOUCHERS ENTRIES

Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Description
No.	Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name
285	DEPT		E-911 System Maintenance - Grant		
	5771 NU-TELECOM				
50	25-285-000-0000-6203		587-0405 E-911	80879389	Communications - Telephone Equipment
		628.79	03/01/2013 03/31/2013		
	5771 NU-TELECOM		1 Transactions		
		628.79			
285	DEPT Total:		E-911 System Maintenance - Grant	1 Vendors	1 Transactions
		628.79			
25	Fund Total:		Special Revenue Fund		8 Transactions
		1,617.57			

***** McLeod County IFS *****



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3/8/13 1:08PM

82 Community Health Service

Audit List for Board AUDITOR'S VOUCHERS ENTRIES

Page 24

Vendor Name	Rpt	Warrant Description	Invoice #	Account/Formula Description
<u>No.</u> <u>Account/Formula</u>	<u>Accr</u>	<u>Amount</u>	<u>Service Dates</u>	<u>Paid On Bhf #</u> <u>On Behalf of Name</u>
862 DEPT			SHIP	
718 BUERKLE/RHONDA				
23 82-862-000-0000-6121		1,760.00	SHIP GRANT TIME	Personnel Wages
24 82-862-000-0000-6335		16.65	SHIP GRANT MILEAGE	Mileage Expense
718 BUERKLE/RHONDA		1,776.65	2 Transactions	
862 DEPT Total:		1,776.65	SHIP	1 Vendors 2 Transactions
82 Fund Total:		1,776.65	Community Health Service Fun	2 Transactions

***** McLeod County IFS *****



SCHWENDEMA

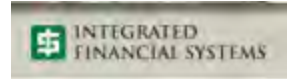
3/8/13 1:08PM

86 Trust and Agency Fund

Audit List for Board AUDITOR'S VOUCHERS ENTRIES

Page 25

Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Description	
No.	Account/Formula	Accr	Amount	Service Dates	Paid On Bhf #	On Behalf of Name
975	DEPT		DNR Clearing Account			
	509 MINNESOTA DNR					
10	86-975-000-0000-6850		1,258.50	DNR		Collections For Other Agencies
				02/26/2013 03/04/2013		
	509 MINNESOTA DNR		1,258.50	1 Transactions		
975	DEPT Total:		1,258.50	DNR Clearing Account	1 Vendors	1 Transactions



Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Description
No.	Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name
976	DEPT		Game & Fish Clearing Account		
	509 MINNESOTA DNR				
9	86-976-000-0000-6850		G & F		Collections For Other Agencies
			02/26/2013 03/04/2013		
	509 MINNESOTA DNR			1 Transactions	
976	DEPT Total:		Game & Fish Clearing Account	1 Vendors	1 Transactions
86	Fund Total:		Trust and Agency Fund		2 Transactions

SCHWENDEMA
 3/8/13 1:08PM
 87 Tax and Penalty Fund

***** McLeod County IFS *****



Audit List for Board AUDITOR'S VOUCHERS ENTRIES

Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Description
No.	Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name
982	DEPT		Miscellaneous Tax Collections		
	362 CITY OF WINSTED				
66	87-982-000-0000-6850		EXCESS TIF OVER COLLECTED		Collections For Other Agencies
	362 CITY OF WINSTED		1 Transactions		
	492 SCHOOL DISTRICT OF HLWW 2687				
52	87-982-000-0000-6850		EXCESS TIF OVER CORRECTED		Collections For Other Agencies
	492 SCHOOL DISTRICT OF HLWW 2687		1 Transactions		
982	DEPT Total:		Miscellaneous Tax Collections	2 Vendors	2 Transactions
799.62					
87	Fund Total:		Tax and Penalty Fund		2 Transactions
799.62					

***** McLeod County IFS *****



SCHWENDEMA

3/8/13 1:08PM

87 Tax and Penalty Fund

Audit List for Board AUDITOR'S VOUCHERS ENTRIES

Page 28

<u>Vendor Name</u>	<u>Rpt</u>	<u>Warrant Description</u>	<u>Invoice #</u>	<u>Account/Formula Description</u>
<u>No. Account/Formula</u>	<u>Accr</u>	<u>Amount</u>	<u>Service Dates</u>	<u>Paid On Bhf #</u>
			<u>On Behalf of Name</u>	
Final Total:		74,326.43	41 Vendors	79 Transactions

***** McLeod County IFS *****



Audit List for Board AUDITOR'S VOUCHERS ENTRIES

Recap by Fund	<u>Fund</u>	<u>AMOUNT</u>	<u>Name</u>	
	1	12,720.37	General Revenue Fund	
	3	55,653.80	Road & Bridge Fund	
	5	21.11	Solid Waste Fund	
	11	347.81	Human Service Fund	
	25	1,617.57	Special Revenue Fund	
	82	1,776.65	Community Health Service Fund	
	86	1,389.50	Trust and Agency Fund	
	87	799.62	Tax and Penalty Fund	
	All Funds	74,326.43	Total	Approved by,
			
			

Resolution 13-CB-09
2012 GIFTS AND CONTRIBUTIONS

BE IT HEREBY RESOLVED: The McLeod County Board of Commissioners authorizes the acceptance of gifts and contributions in the amount of \$152,178.22 for the year ending December 31, 2012.

Veterans Services Gifts & Contributions

25-121-000-0000-5760

<u>Name</u>	<u>Amount</u>	<u>Name</u>	<u>Amount</u>
Ardolf, Larry	\$37.16	Lewandowski, Val	\$5.00
Baier, Steve	\$136.15	Litzau, Walter	\$105.00
Bartram, Timothy	\$15.00	Lovald, Ken	\$5.00
Berry, Russell	\$541.15	Lund, Elmer	\$53.76
Bitzer, Delbert	\$45.46	Maiers, Stan	\$25.00
Bletz, Bruce	\$10.00	Makovsky, Ronald	\$10.00
Bullert, Lester	\$95.90	Martin, Oather	\$41.31
Burnell, Buck	\$35.00	Mathews, Darwin	\$10.00
Buss, Fabian	\$25.00	Matzke, Gary	\$25.00
Danielson, Joseph	\$39.65	McBride, Earl	\$10.00
Dittmer, Howard	\$10.00	McLagan, Charles	\$44.62
Donnay, Ivan	\$20.00	Meeker County Riders	\$133.41
Donnay, Kenneth	\$60.00	Meier, Willard	\$5.00
Donovan, Heinrich	\$130.00	Menth, Jeff	\$458.41
Duenow, Lloyd	\$5.00	Meyer, Roger	\$25.00
Duenow, Ralph	\$5.00	Miller, Walter	\$30.00
Ehlers, Jerome	\$35.00	Miska, Roy	\$5.00
Ernst, Gary	\$75.00	Murch, Don	\$95.90
Frank, Fay	\$50.00	Noennig, Jack	\$100.80
Feuerborn, Hattie	\$69.80	Nowak, Stanley	\$78.52
Goldberg, Herb	\$15.00	Oie, Arnold	\$10.00
Grams, Harold	\$5.00	Olson, Axel	\$114.30
Grierke, Roy	\$39.65	Olson, Randy	\$5.00
Grochow, Wallace	\$10.00	Olson, Orville	\$10.00
Guenigsman, John	\$10.00	Pawlicki, Donald	\$377.70

<u>Name</u>	<u>Amount</u>	<u>Name</u>	<u>Amount</u>
Hahn, Allan	\$99.80	Peterson, Lowell	\$5.00
Havelka, Ed	\$5.00	Peterson, Russell	\$5.00
Heintz, David	\$20.00	Precht, Bruce	\$5.00
Hennessey, Herbert	\$70.00	Rannow, Walter	\$25.00
Herzog, Tom	\$192.00	Rath, Dennis	\$46.29
Hodgson, David	\$20.00	Reilein, Leonard	\$20.00
Hoeffler, Norman	\$39.65	Remily, Darrel	\$52.34
Holfield, Jeannie	\$15.00	Renstrom, Brian	\$5.00
Homan, Ed	\$45.46	Roepke, Larry	\$5.00
Homan, Elvin	\$37.16	Roth, Gale	\$15.00
Hoodcheck, Clarence	\$923.61	Schmeling, Melvin	\$5.00
Horstmann, Roger	\$5.00	Schuft, Richard	\$96.92
Jannusch, Charles	\$20.00	Simondet, Michael	\$566.20
Jasper, James	\$20.00	Skorheim, Harvey	\$10.00
Jilek, Francis	\$5.00	Soeffker, Gilbert	\$10.00
Kahle, David	\$139.65	Stockdill, Mabel	\$115.00
Kelley, Lyle	\$25.00	Stucke, Karen	\$51.00
Kieser, Alfred	\$270.00	Terlinden, Kenneth	\$10.00
Klaustermeier, Carl	\$35.00	Teschendorf, David	\$35.00
Klaustermeier, Gene	\$10.00	Teschendorf, Don	\$5.00
Klein, Mike	\$42.00	Thompson, Ronald	\$5.00
Klima, Linda	\$5.00	Thurn, Andrew	\$95.90
Kostol, Burton	\$35.00	Ulrich, Jay	\$5.00
Krueger, Al	\$30.00	VanBuskirk	\$39.65
Krueger, Orville	\$80.17	Van Dorpe, Vincent	\$52.95
Kruschke, Orland	\$10.00	Vorbeck, Orville	\$944.99
Kubasch, Gordon	\$10.00	Wagner, Gerald	\$10.00
Lade, Terry	\$105.00	Walton, Tom	\$10.00
Lamprecht, Woody	\$30.00	Wigern, Duane	\$30.00
Larson, Gary	\$105.90	Zejdlik, Bernie	\$5.00
Larson, Gordon	\$50.62	Zuehl, Delwin	\$426.09
Lee, Doug	\$10.00		
		Total (25-121-000-0000-5760)	<u>\$8,527.00</u>

Jail Canteen Gifts & Contributions
25-252-000-0000-5750

<u>Name</u>	<u>Amount</u>
McLeod County Inmates	\$61.81
Total	<u>\$61.81</u>

Annamarie Tudhope Gifts & Contributions
25-254-000-0000-5760

<u>Name</u>	<u>Amount</u>
Annamarie Tudhope Estate	\$130,431.75
Total	<u>\$130,431.75</u>

Mounted Posse Gifts & Contributions
25-227-000-0000-5750

<u>Name</u>	<u>Amount</u>
Dobratz Hantge	\$200.00
Winstock Festival	\$1,456.00
Total	<u>\$1,656.00</u>

D.A.R.E Gifts & Contributions
25-223-000-0000-5760

<u>Name</u>	<u>Amount</u>
Hutchinson Elementary PTO	\$200.00
Swift, Richard	\$50.00
Total	<u>\$250.00</u>

Ag Programming Gifts & Contributions

25-617-000-0000-5760

<u>Name</u>	<u>Amount</u>	<u>Name</u>	<u>Amount</u>
Agstar Financial Services	\$200.00	McLeod County Corn & Soybean	\$200.00
Brownton Co-Op Ag Center	\$200.00	Midcountry Bank	\$200.00
C B Agronomics	\$200.00	Navara, Mark	\$200.00
Citizens Bank & Trust-Hutch	\$200.00	Prairie Road Crop Consulting	\$200.00
Duane Jindra Crop Ins	\$210.00	Smith, Daniel	\$200.00
Hutchinson Co-Op	\$200.00	United Farmers Co-op	\$200.00
Kucera, Gerald	\$200.00	Wilson, Evan	\$200.00
Kuttner, Kenneth	\$400.00		
Legend Seeds Inc	\$300.00	Total	<u>\$3,510.00</u>

Public Health Gifts & Contributions

01-485-470-5719-5760

<u>Name</u>	<u>Amount</u>
United Way	<u>\$1,500.00</u>
Total	<u>\$1,500.00</u>

Public Health Gifts & Contributions

01-485-440-0000-5750

<u>Name</u>	<u>Amount</u>
National Association of County and City Health Officials	<u>5,000.00</u>
Total	<u>\$5,000.00</u>

McLeod County Extension 4-H

25-603-000-0000-5750

<u>Name</u>	<u>Amount</u>
3-M	<u>\$1,166.66</u>
Total	<u>\$1,166.66</u>

McLeod for Tomorrow Gifts & Contributions

25-032-000-0000-5750

<u>Name</u>	<u>Amount</u>
Insurance Inc	\$50.00
McLeod Publishing Inc	<u>\$25.00</u>
Total	<u>\$75.00</u>

Adopted this 19^h day of March 2013.

Paul Wright, Chairman

Patrick Melvin, County Administrator

CERTIFICATE OF COUNTY AUDITOR

I hereby certify that the foregoing confession of judgment contains a true and correct statement of the delinquent taxes, penalties, interest, and costs against the parcel of real property therein described.

3-12-13
Date

Cindy Schultz
Cindy Schultz
McLeod County Auditor

(Seal)

TAX JUDGMENT UNDER CONFESSION OF JUDGMENT

Pursuant to the terms of the foregoing confession of judgment, tax judgment is hereby entered for the sum of

\$ _____

Date

Karen Messner
Court Administrator
1st Judicial District

(Seal)

CERTIFICATE OF DISTRICT COURT ADMINISTRATOR

I hereby certify that the foregoing is a true and correct copy of the original tax judgment on file in my office.

Date

Karen Messner
Court Administrator
1st Judicial District

(Seal)

MEDIATION AGREEMENT

THIS AGREEMENT is entered into by and between MARK J. HELEY (hereinafter called "Mediator"), and the undersigned parties, person and entities this ___ day of _____, 2013.

Signatories to this Agreement and parties and representatives of parties to a dispute (hereinafter called "the controversy" or "the dispute"). They seek to resolve the dispute through mediation and have jointly requested Mediator to serve as a neutral third party to facilitate their settlement negotiations.

It is agreed and understood that the Mediator does not act as advocate, representative, fiduciary or legal counsel for any party and has no authority to make any binding decisions or recommendations or to compel the making of any agreement or granting of any concession.

It is understood and agreed that mediation is a voluntary process and any parties to the controversy or signatories to this Agreement are free at any time to terminate their participation therein upon notice to the Mediator. The signatories agree they shall negotiate in good faith. Any party may refuse to divulge information, but the parties will not give false information.

The parties acknowledge that prior to the commencement of the mediation they were provided with a written statement of the qualifications of the Mediator assigned to the controversy, which statement includes a description of his educational background and relevant training and experience in mediation.

The parties acknowledge their confidence in the impartiality of the Mediator and in the integrity of the mediation process. The parties further agree to pay promptly upon receipt of Mediator's invoice for professional fees and expenses (if any) in accordance with Mediator's standard fee schedule or other agreement regarding fees.

It is further understood and agreed that the mediation constitutes settlement discussions under the applicable Rule of Evidence, and further agreed that nothing said or disclosed during mediation, nor any document produced in mediation which is not otherwise discoverable shall be admissible as evidence or for impeachment or other purposes in any judicial proceedings.

No party or other signatory to this Agreement will call or subpoena the Mediator to produce any notes or documents relating to mediation or to testify regarding any notes or documents or the Mediator's thoughts or impressions, in any civil action, arbitration, or other legal or administrative proceedings of any kind whatsoever. If so called or subpoenaed by anyone, the Mediator will refuse to so testify and to produce such notes or documents. Should any party or other signatory to this Agreement attempt to compel such testimony or production, such party or signatory shall be liable for and shall indemnify the Mediator against any liabilities, costs or expenses, including reasonable attorney's fees, which the Mediator may incur in resisting such compulsion.

The parties agree to pay Mediator, Mark J. Heley, his fee of \$405.00 per hour for the mediation conference, outside preparation time and scheduling. The fees will be paid equally by the parties unless other arrangements have been made. If this controversy or dispute is settled

prior to the scheduled mediation, Mediator will also have the option to charge a fee for any time spent in scheduling, telephone calls, and/or reviewing materials that may have been submitted.

SHAFFER CONTRACTING

Dated: _____, 2013

Dated: _____, 2013

By _____

By _____

Its _____

Its _____

By Its Attorneys

Dated: _____, 2013

Gregory T. Spalj, Esq.
Fabyanske, Westra, Hart & Thomson
800 LaSalle Ave., Suite 1900
Minneapolis, MN 55402

MCLEOD COUNTY

Dated: _____, 2013

Dated: _____, 2013

By _____

By _____

Its _____

Its _____

By Its Attorneys

Dated: _____, 2013

Michael K. Junge, Esq.
McLeod County Attorney
830 E. 11th Street
Glencoe, MN 55336

**2008-2013
 RECYCLING CONTRACT
 between
 McLEOD COUNTY AND WEST CENTRAL SANITATION, INC.
 For Collection of Recyclables from Township Recycling Sheds**

This agreement is entered into by and between West Central Sanitation, Inc. (hereinafter "Contractor"), and the County of McLeod (hereinafter "County"), to outline the rights and obligations of the parties as they relate to the recycling of materials within the County.

WHEREAS, for the consideration stated herein, the contracting parties agree as follows:

1. Contractor agrees to pick up recyclables from recycling sheds located in Lynn, Hale, Bergen, Acoma, Helen, and Hassan Valley Townships, Minnesota, including but not limited to source separated materials of green, clear and brown glass, aluminum/tin metals, newspapers, plastics, and other materials twice per week on Monday and Thursday.
2. The term of this Agreement shall cover a period of five years commencing on June 5, 2008, and ending on June 4, 2013, with one two-year renewal option. The County shall notify the Contractor in writing at least one-hundred twenty (120) days prior to the end of the contract term if the County chooses to exercise its option to renew. If the County chooses not to exercise its option, then the Agreement shall end on June 5, 2013.
3. The County shall pay Contractor \$4,662.00 per month for the services outlined in this Agreement. The above rates are fixed for Years 1 through 3 with no CPI increases. For Years 4 and 5 of the Agreement, the rates will be adjusted by the CPI or 3% per year, whichever is less. The rates for Years 6 and 7 will be negotiated at the time of Contract renewal.
4. The Contractor shall deliver all recyclables collected pursuant to this agreement, to the McLeod County Materials Recovery Facility.
5. The Contractor agrees that billings submitted shall be on a monthly basis for services rendered during that month, and shall be paid by the County within thirty days provided that all elements of this Contract are satisfactorily met.
6. There shall be no collection on the following holidays: New Year's Day, Memorial Day, Independence Day, Labor Day, Thanksgiving and Christmas. Collection shall take place one day before the stated holidays, or as agreed upon by the County and Contractor.

7. Contractor agrees that its employees shall do their best to remove all properly prepared recyclable materials and shall not leave spilled or dropped recyclable material.
8. All complaints by residents shall be collected by the County and forwarded to the Contractor; Contractor agrees to answer the complaints in prompt and courteous manner.
9. Contractor agrees to employ enough staff to adequately and properly perform under the terms of this agreement. Contractor may be temporarily excused from performing under this agreement in cases of extreme and severe weather or acts of God for which Contractor has no control. In such case, Contractor agrees to contact the County Solid Waste Director immediately and will be expected to provide pick up the next day, weather permitting, or as agreed upon with the County.
10. The Contractor agrees it will defend, indemnify and hold harmless the County, its elected officials, officers and employees against any and all liability, loss, costs, damages and expenses which the County, its officers or employees may hereafter sustain, incur or be required to pay arising out of the Contractor's performance or failure to adequately perform its obligations pursuant to this contract.
11. The Contractor does further agree that in order to protect itself as well as the County under the indemnity agreement provision hereinabove set forth, it will at all times during the term of the contract have and keep in force:
 1. A single limit or combined limit or excess umbrella general liability insurance policy of an amount of not less than \$2,000,000 for total bodily or personal injuries or death and/or damages arising from one occurrence. Such policy shall also include contractual liability coverage protecting the County, its officers, agents, and employees by specific endorsement or certificate acknowledging the contract naming the County as an additional insured.
 2. A single limit or combined limit or excess umbrella automobile liability insurance policy, if applicable, covering agency-owned, non-owned, and hired vehicles used regularly in the provision of services under this Contract, in an amount of not less than \$2,000,000 per accident for property damage, \$1,000,000 for bodily injuries and/or damages to any one person, and \$2,000,000 for total bodily injuries and/or damages arising from any on accident.
12. Should Contractor default under any of the terms or conditions of this agreement, and fails to correct said default within ten days of notice, the County is authorized to hire additional contractors to perform the necessary work and to deduct any monies paid to remedy the default from the monies owed Contractor hereunder.
13. Contractor agrees that it is an independent contractor and neither it nor any of its employees or agents are employees of the County. Contractor agrees it shall provide its own workers' compensation and unemployment compensation insurance and shall

indemnify and hold harmless the County of any claims for workers' compensation made against the County by Contractor, its employees or agents.

14. Subcontracting and assignment. Contractor shall not enter into any subcontract for performance of any services contemplated under this contract without the prior written approval of the County and subject to such conditions and provisions as the County may deem necessary.

15. Default and cancellation. If the Contractor fails to perform any of the provisions of this agreement or so fails to administer the work as to endanger the performance of the Agreement, this shall constitute default.

Unless the Contractor's default is excused, the County through the County Solid Waste Director, may, upon written notice, immediately cancel this agreement in its entirety.

Notwithstanding any other provisions, this Contract may be terminated, with or without cause, by either party upon thirty (30) days written notice.

16. Nonappropriations. Notwithstanding any provisions of this contract to the contrary, this contract may be terminated by either party in the event sufficient funds from the County, State, Federal or other sources are not appropriated, obtained, and continued at least at the level relied on for the performance of this contract; and the non-appropriation of funds did not result from any act of bad faith on the part of the County.

17. This agreement contains the entire agreement of the parties and cannot be altered or amended unless in writing, signed by both parties.

County of McLeod

Dated: 5/20/08

By: 
Chair, McLeod County/Board of Commissioners

Dated: 5/9/08

By: 
Donald Williamson, West Central Sanitation, Inc.

Approved as to form and content:

5-21-08


McLeod County Attorney

**2008-2013
 RECYCLING CONTRACT
 between
 McLEOD COUNTY AND WEST CENTRAL SANITATION, INC.
 For Hutchinson, Brownston, Plato, Lester Prairie, Silver Lake, Stewart
 and Glencoe Drop Box Services**

This agreement is entered into by and between West Central Sanitation, Inc. (hereinafter "Contractor"), and the County of McLeod (hereinafter "County"), to outline the rights and obligations of the parties as they relate to the recycling of materials within the County.

WHEREAS, for the consideration stated herein, the contracting parties agree as follows:

1. Contractor agrees to pick up recyclables from the above-listed drop boxes including but not limited to source separated materials of cardboard; green, clear and brown glass; aluminum/tin metals; newspapers; plastics and other materials as needed.
2. The term of this Contract shall cover a period of five years commencing on June 5, 2008, and ending on June 4, 2013, with one two-year renewal option. The County shall notify the Contractor in writing at least one-hundred twenty (120) days prior to the end of the contract term if the County chooses to exercise its option to renew. If the County chooses not to exercise its option, then the Agreement shall end on June 5, 2013.
3. The County shall pay Contractor \$105.00 per pull for the services outlined in this agreement. The above rates are fixed for Years 1 through 3 with no CPI increases. For Years 4 and 5 of the Agreement, the rates will be adjusted by the CPI or 3% per year, whichever is less. The rates for Years 6 and 7 will be negotiated at the time of Contract renewal.
4. The Contractor shall deliver all recyclables collected pursuant to this agreement, to the McLeod County Materials Recovery Facility.
5. The Contractor agrees that billings submitted shall be on a monthly basis for services rendered during that month, and shall be paid by the County within thirty days provided that all elements of this Contract are satisfactorily met.
6. There shall be no collection on the following holidays: New Year's Day, Memorial Day, Independence Day, Labor Day, Thanksgiving and Christmas. Collection shall take place one day before the stated holidays, or as agreed upon by the County and Contractor.
7. Contractor agrees that its employees shall do their best to remove all properly prepared recyclable materials and shall not leave spilled or dropped recyclable material.

8. All complaints by residents shall be collected by the County and forwarded to the Contractor; Contractor agrees to answer the complaints in prompt and courteous manner.
9. Contractor agrees to employ enough staff to adequately and properly perform under the terms of this agreement. Contractor may be temporarily excused from performing under this agreement in cases of extreme and severe weather or acts of God for which Contractor has no control. In such case, Contractor agrees to contact the County Solid Waste Coordinator or Solid Waste Director immediately and will be expected to provide curbside pick up the next day, weather permitting, or as agreed upon with the County.
10. The Contractor agrees it will defend, indemnify and hold harmless the County, its elected officials, officers and employees against any and all liability, loss, costs, damages and expenses which the County, its officers or employees may hereafter sustain, incur or be required to pay arising out of the Contractor's performance or failure to adequately perform its obligations pursuant to this contract.
11. The Contractor does further agree that in order to protect itself as well as the County under the indemnity agreement provision hereinabove set forth, it will at all times during the term of the contract have and keep in force:
 1. A single limit or combined limit or excess umbrella general liability insurance policy of an amount of not less than \$2,000,000 for total bodily or personal injuries or death and/or damages arising from one occurrence. Such policy shall also include contractual liability coverage protecting the County, its officers, agents, and employees by specific endorsement or certificate acknowledging the contract naming the County as an additional insured.
 2. A single limit or combined limit or excess umbrella automobile liability insurance policy, if applicable, covering agency-owned, non-owned, and hired vehicles used regularly in the provision of services under this Contract, in an amount of not less than \$2,000,000 per accident for property damage, \$1,000,000 for bodily injuries and/or damages to any one person, and \$2,000,000 for total bodily injuries and/or damages arising from any on accident.
12. Should Contractor default under any of the terms or conditions of this agreement, and fails to correct said default within ten days of notice, the County is authorized to hire additional contractors to perform the necessary work and to deduct any monies paid to remedy the default from the monies owed Contractor hereunder.
13. Contractor agrees that it is an independent contractor and neither it nor any of its employees or agents are employees of the County. Contractor agrees it shall provide its own workers' compensation and unemployment compensation insurance and shall indemnify and hold harmless the County of any claims for workers' compensation made against the County by Contractor, its employees or agents.
14. Subcontracting and assignment. Contractor shall not enter into any subcontract for performance of any services contemplated under this contract without the prior

written approval of the County and subject to such conditions and provisions as the County may deem necessary.

15. Default and cancellation. If the Contractor fails to perform any of the provisions of this agreement or so fails to administer the work as to endanger the performance of the Agreement, this shall constitute default.

Unless the Contractor's default is excused, the County through the County Solid Waste Coordinator or County Solid Waste Director, may, upon written notice, immediately cancel this agreement in its entirety.

Notwithstanding any other provisions, this Contract may be terminated, with or without cause, by either party upon thirty (30) days written notice.

16. Nonappropriations. Notwithstanding any provisions of this contract to the contrary, this contract may be terminated by either party in the event sufficient funds from the County, State, Federal or other sources are not appropriated, obtained, and continued at least at the level relied on for the performance of this contract; and the non-appropriation of funds did not result from any act of bad faith on the part of the County.

17. This agreement contains the entire agreement of the parties and cannot be altered or amended unless in writing, signed by both parties.

County of McLeod

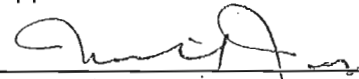
Dated: 5/20/08

By: 
Chair, McLeod County Board of Commissioners

Dated: 5/19/08

By: 
Donald Williamson, West Central Sanitation, Inc.

Approved as to form and content:

5-20-08 
McLeod County Attorney

**2013 – 2015 Recycling Contract Extension
between
McLeod County and West Central Sanitation, Inc.**

For collection of Recyclables from Township Recycling Sheds.

This contract extension, which is allowed in paragraph two (2) of the Contract signed May 9, 2008 and May 20, 2008 by the parties, and taking effect June 5, 2013 through June 4, 2015, will extend the current term of that Contract and the current services and payments based on paragraph three (3) of said agreement.

Two (2) year renewal options can be initiated by the Contractor notifying the County in writing at least one-hundred twenty (120) days prior to the end of said contract term if the Contractor and County choose to exercise its option to renew. If parties choose not to exercise renewal options, then Agreement shall end at the end of the current term.

All other conditions will continue in said agreement.

County of McLeod

Dated: _____

By: _____
Chair, McLeod County Board of Commissioners

Dated: 3/5/13

By: 
Donald Williamson, West Central Sanitation, Inc.

Approved as to form and content:

McLeod County Attorney

**2013 – 2015 Recycling Contract Extension
between
McLeod County and West Central Sanitation, Inc.**

For Hutchinson, Brownton, Plato and Glencoe Box Services.

This contract extension, which is allowed in paragraph two (2) of the Contract signed May 9, 2008 and May 20, 2008 by the parties, and taking effect June 5, 2013 through June 4, 2015, will extend the current term of that Contract and the current services and payments based on paragraph three (3) of said agreement.

Two (2) year renewal options can be initiated by the Contractor notifying the County in writing at least one-hundred twenty (120) days prior to the end of said contract term if the Contractor and County choose to exercise its option to renew. If parties choose not to exercise renewal options, then Agreement shall end at the end of the current term.

All other conditions will continue in said agreement.

County of McLeod

Dated: _____

By: _____
Chair, McLeod County Board of Commissioners

Dated: 3/5/13

By: 
Donald Williamson, West Central Sanitation, Inc.

Approved as to form and content:

McLeod County Attorney

MCLEOD COUNTY PURCHASING POLICY

PURPOSE

The intent of this policy is to provide a framework that allows elected and appointed officials to operate as efficiently and economically as possible, within Minnesota Statutes including Chapters 375 and 471, while allowing for additional approval on their larger purchases. This document delineates the protocols and authority related to the purchasing of goods and services for McLeod County. It shall be followed by all McLeod County Employees and Officials. It is McLeod County policy to purchase goods and services in the most professional, ethical, legal, and efficient manner possible following all McLeod County Policies and Guidelines; insuring quality, considering standardization, reasonable terms, and best value to the taxpayers of McLeod County.

AUTHORITY TO ESTABLISH

All McLeod County Departments shall obtain authorization to purchase or enter into an agreement for the purchase of supplies, materials, equipment and/or the rental thereof based on the following:

- A. Expenditures ranging from \$0 - \$25,000. Purchases may be made on the open market by obtaining two (2) or more quotations for the purchases when possible.
- B. For contracts estimated to exceed \$25,000, McLeod County must consider the availability, price and quantity of supplies, materials, or equipment available through the state's cooperative purchasing venture before purchasing through another source.
- C. Expenditures estimated to range from \$25,000 - \$100,000. Purchases may be by either sealed bids or direct negotiations, by obtaining two (2) or more quotations for the purchases when possible. All written documentation shall be kept on file in the Central Services Office or respective department for reference of at least ~~two~~ one years.
- D. Expenditures estimated to be in excess of \$100,000 require Board approval for public advertisement for the receipt of sealed bids. All written documentation shall be kept on file in the Central Services Office or respective department for reference of at least ~~two~~ one years.
- E. Purchase of supplies, materials, or equipment may be made without regard to the competitive bidding requirement provided the purchase is through a municipal purchasing alliance or cooperative having fulfilled the competitive bidding requirements.

No elected or appointed official, employee, or immediate family member of an elected or appointed official or employee should have a financial interest, directly or indirectly, in any contract or purchase order for goods or services used by McLeod County. Elected or appointed officials and employees should not accept or receive, directly or indirectly, from a vendor any promise, obligation, or contract for future reward or compensation. Any violation of this section may be a gross misdemeanor.

If an employee purchases or contracts for goods or services contrary to McLeod County policy, the purchase shall be void. In accordance with Minnesota Statutes, the elected or appointed officials shall be personally liable for the cost of the order or contract. If the order or contract has already been paid for out of McLeod County funds, the amount may be recovered by appropriate action.

RESPONSIBILITIES OF PERSONS WHO PURCHASE

The Central Services Coordinator, elected or appointed officials, or designees who supervise the purchase of goods and services on behalf of McLeod County have the following responsibilities:

- A. Follow McLeod County Policies when purchasing items within their scope of responsibility.
- B. Funding for purchases must be from within the approved department budget.
- C. Properly document purchases.
- D. Maintain vendor histories/records.
- E. Provide information on estimated costs for budget purposes and solicit bids, estimates, or quotations.
- F. Determine if the purchase of an item through any Minnesota Cooperative Purchasing Venture is beneficial to McLeod County.

PURCHASING PROTOCOL

Budgeted funds must be available before a purchase commitment is made. If sufficient funds are not available, a reallocation or additional appropriation request must be submitted for McLeod County Board approval by the McLeod County Auditor-Treasurer.

State Contract Purchasing Alliance – Purchases of supplies, materials, or equipment may be made without regard to the competitive bidding requirement provided the purchase is through the Minnesota Cooperative Purchasing Venture or a municipal purchasing alliance or cooperative having fulfilled the competitive bidding requirements.

Contract – All written contracts, regardless of amount, require review by the McLeod County Attorney before McLeod County Board approval. Written contracts for less than \$25,000 for goods and/or services, and already included in the departmental budget, may be treated as consent agenda items. All other written contracts may be regular agenda items.

The following criteria must be followed for purchases in categories A through C.

- A. Specifications should be drafted by the Central Services Coordinator, elected or appointed officials or designee.
- B. Specifications should be provided to at least 2 vendors.
- C. Upon request of the quote, an award should be made by the Central Services Coordinator, elected or appointed official, or designee.

D. McLeod County Board approval is required.

Purchases of ~~\$1,000~~ \$5,000 or more – If the amount of a capital asset purchase is ~~\$1,000~~ \$5,000 or more, prior McLeod County Board approval is required. Equipment or building repair is exempt from the requirement of prior approval by the County Board. The following steps should be considered for purchases up to \$100,000.

Purchases less than \$25,000 – If the amount of the purchase is \$25,000 or less, the purchase may be made either by quotation or by direct negotiation. Purchases may be made on the open market. If practicable, at least two quotations should be obtained and kept on file for a period of at least two years.

Purchases from \$25,000 - \$100,000 – If the amount of the purchase is between \$25,000 and \$100,000 the purchase may be awarded through either a sealed bid process or direct negotiations, by obtaining two (2) or more quotations for the purchases when possible. All written documentation shall be kept on file in the respective department for two years. A recommendation must then be presented to the McLeod County Board for action.

Purchases over \$100,000 – If the amount of the purchase is estimated to exceed \$100,000, sealed bids shall be solicited by public notice, or state contract. The following steps should be considered for sealed bids:

- A. Specification shall be drawn by the Central Service Coordinator, elected or appointed officials or designee.
- B. Authorization shall be requested from the McLeod County Board to advertise for bids by the Central Service Coordinator, elected and appointed officials or designee.
- C. The bid solicitation shall be published in the official McLeod County newspaper. In addition, proposals and specifications may be sent to the names listed on any prospective vendor's list maintained by the department. A deadline date and time for submission shall be included in the publication.
- D. Bids shall be properly dated and stamped.
- E. Bids shall be opened, reviewed, and awarded at a specific time and date as prescribed by the McLeod County Board.
- F. Use of Cooperative Purchasing Venture. McLeod County, on an annual basis, reviews its membership in the Cooperative Purchasing Venture administered by the Minnesota State Department of Administration.

Bid and Quotation Specifications

- A. Conformance to acceptable industry-wide standards.
- B. Clear, definite, and concise.
- C. Describe the performance requirements, rather than its formulation, subscription, or design.
- D. Framed to permit, to the extent possible, free and full competition.

- E. Consider cost, length, and terms of any warranty provisions, reliability and maintenance costs, and repurchase value of the equipment after a specified number of years.
- F. Should not exclude all but one type or kind except when permitted by law.
- G. Should not call for features or for a level of quality not needed for the intended use, except in cases where such features or the level of quality are essential for some future considered or result in overall economic advantage to McLeod County.

Bond Requirements

A. Bid Bonds

On projects \$75,000 or more, bid bonds are required from each bidder equivalent to five percent of the total bid amount. The deposit shall be in the form of a certified check or bidder's bond, and subject to forfeit for failure to contract within ten days after tender. Deposits of unsuccessful bidders will be returned upon award of contract. The successful bidder's deposit may be retained for sixty days after delivery to insure compliance with specifications or until such time as a Performance Bond has been furnished. Any Bid that requires a performance bond will also require a bid deposit. Failure of a bidder to furnish a deposit as specified may be cause for rejection.

B. Performance/Payment Bond

Upon notice of a contract, the successful offer shall execute a contract performance guaranty consisting of a Performance Bond issued by a company authorized to do business in the State of Minnesota in the amount of one hundred percent (100%) of the total amount proposed. The Performance Bond shall be returned ninety (90) days subsequent to the successful completion of all performance required under the contract. The McLeod County Attorney must approve performance Bonds.

C. Award

All contracts or open market purchases shall be awarded to the lowest responsible bidder or highest responsible bidder in the case of sales. The Central Services Coordinator, elected or appointed official, or designee shall recommend all bids or requests for proposal to the McLeod County Board for approval. All contracts approved by the McLeod County Board must be signed by the Chair and the McLeod County Administrator.

Professional Services – Purchasing professional service creates a different relationship than normally exists in a buyer-seller transaction. The purchasing protocol needs to take into consideration qualifications, character, and mutual trust. For these reasons, qualifications, competency, and availability of the most qualified forms must be considered initially and independent of cost. Procuring professional services consists of three major elements:

- A. Submittal of proposals.
- B. Review of proposals submitted and selection of preferred proposal.
- C. Negotiation of price.

For purpose of this policy, professional services include at least the following:

- A. Architectural and engineering services.
- B. Personnel consultation.
- C. Technology consultation.
- D. Legal services (beyond that provided by the McLeod County Attorney)
- E. Financial consultation.
- F. Insurance consultation.

Documentation of Purchasing Process – Proper documentation of the purchasing process is necessary for accountability. Persons making purchasing decisions should be able to provide proof of compliance with the purchasing policy and Minnesota Statutes.

817 Colorado St. NW
Hutchinson, MN 55350

February 4, 2013

McLeod County Auditor-Treasurer
2391 Hennepin Ave. N
Glencoe, MN 55336

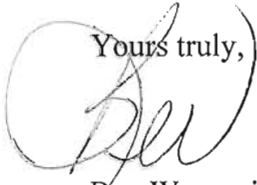
Re: Petition for Removal of Property
From a Drainage Ditch – CD No. 25
Lateral One

Dear Cindy:

I was asked on behalf of the Petitioners, Florence R. Albrecht, et al, to prepare a Petition for Removal of Property From a Drainage Ditch – County Ditch No. 25 Lateral One. Enclosed with this letter is the Petition signed by Florence R. Albrecht, Doris Sturges, Steven K. and Kelli R. Reiner.

Please set this matter for hearing on behalf of the Petitioners.

Thank you in advance for your assistance in this matter.

Yours truly,

Bev Wangerin

Enc.

STATE OF MINNESOTA

BEFORE THE McLEOD COUNTY

COUNTY OF McLEOD

BOARD OF COMMISSIONERS

In the Matter of County Ditch 25,
Lateral One (1)

Petition for Removal Of Property From A
Drainage Ditch – County Ditch No. 25
Lateral One

Petitioners represent and state the following:

- 1) The property for which this request is being made is described as follows:

South Half (S ½) of the Southeast Quarter (SE ¼), Section 19,
Township 116 North, Range 29 West. (Owner – Florence R.
Albrecht Revocable Trust)

South Half (S ½) of the Northwest Quarter (NW ¼) and the North
40 rods of the Southwest Quarter (excepting therefrom
TH #15 – 2.69 acres), Section 19, Township 116 North, Range 29
West. (Owner – Doris Sturges)

North Half (N ½) of the Southeast Quarter (SE ¼) excepting
therefrom 10.16 acres and the Northwest Quarter (NW ¼) of the
Northeast Quarter (NE ¼) of Section 19, Township 116 North,
Range 29 West. (Owners – Steven K. and Kelli R. Reiner)

- 2) After the review of the records from Petitioners, it has been determined that the above described property was diverted from County Ditch No. 25, Lateral One (1) on or about July, 1976. (See Exhibit “A” attached.)

- 3) Said Petitioners state that the waters from the petitioners' property has been diverted from County Ditch 25, Lateral One (1) and no water goes into County Ditch 25, Lateral One (1). Petitioners also state that their property receives no benefit from the drainage system. Also, that removing the property from the drainage system will not prejudice the property owners and property remaining in the system.

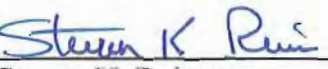
THEREFORE, Pursuant to M.S.A. 103E.805(3), We hereby request that the McLeod County Board of Commissioners, acting as the Drainage Authority for County Ditch No. 25, Lateral One (1), remove the above described property from the drainage system.

Respectfully submitted,

**FLORENCE R. ALBRECHT
REVOCABLE TRUST**

By: 
Florence R. Albrecht


Doris Sturges


Steven K. Reiner


Kelli R. Reiner

Phone:
 LYNDY SKOLBERG
 Buffalo Lake
 A.C. 612 - 833-5834

In Account With
SKOLBERG & WOJAHN
 Sewer, Water • Tilling Contractors • Farm Drainage

Phone:
 HARRY WOJAHN
 Fairfax
 A.C. 507 - 426-7344

IF NOT PAID WITHIN 60 DAYS, 8% INTEREST

John Ball

Date *July* 1976

Station	Size of Tile	Depth	Grade	Price
<i>Ba B off Main</i>				
0+00	8"	450	25%	\$89.70
0+75		468		
1+00		494		
2+00		450		
2+15		386		
<i>Ba 1 next off B. Rd at 0775</i>				
0+00	5" Plastic	400	70%	\$70.00
1+00		400		
2+00		400		
<i>Ba 2 off Ba B at 1+00</i>				
0+00	5" Plastic	480	20%	\$193.10
1+00		467		
2+00		442		
3+00		451		
4+00		405		
4+80		368		
<i>Ba 1 off Ba 2 at 1+00</i>				
0+00	5" Plastic	400	50%	\$35.00
1+00		400		
<i>Ba C off Main</i>				
0+00	6"	400	20%	\$359.96
1+00		400		
2+00		400		
3+00		400		
4+00		644		
4+80		545		
5+00		543		
6+00		687		
7+00		543		
8+00		395		
9+00	435			
<i>Ba 1 off Ba C at 4+80</i>				
0+00	5" Plastic	535	20%	
0+20		492		
1+00		515		

(CONT)

Phone:
LYNDY SKOLBERG
Buffalo Lake
A.C. 612 - 033-5834

In Account With
SKOLBERG & WOJAHN
Sewer, Water - Tiling Contractors - Farm Drainage

Phone:
HARRY WOJAHN
Fairfax
A.C. 507 - 426-7344

4835 ft
IF NOT PAID WITHIN 60 DAYS, 8% INTEREST *John Ball* Date *July* 1976

Station	Size of Tile	Depth	Grade	Price
		<i>Br 14' off Main</i>		
0+00	5" Plastic	400	40%	\$148.10
1+00		443		
2+00		420	80%	
3+00		415		
4+00		400	40%	
		<i>Br 1' from off Br A at 1+00</i>		
0+00	5" Plastic	420	25%	\$100.70
1+00		410		
2+00		401	75%	
2+80		409		
		<i>Br 2' from off Br A at 1+00</i>		
0+00	5" Plastic	433		156.20
1+00		386	60%	
2+00		484		
3+00		452	20%	
4+00		404		
		<i>Br 3' from off Br A at 2+00</i>		
0+00	5" Plastic	410	30%	\$77.05
1+00		406		
2+00		407	120%	
2+15		398		
		<i>Br 4' from off Br 2 at 2+00</i>		
0+00	5" Plastic	410		\$135.95
1+00		461		
2+00		443	20%	
3+00		404		
3+55		381		
		<i>Br 3' from off Br A at 3+00</i>		
0+00	5" Plastic	405	40%	\$112.20
1+00		402		
2+00		464	20%	
3+00		405		

Phone:
LYNDY SKOLBERG
Buffalo Lake
A.C. 612 - 833-5834

In Account With
SKOLBERG & WOJAHN
Sewer, Water • Tilling Contractors • Farm Drainage

Phone:
HARRY WOJAHN
Fairfax
A.C. 507 - 426-7344

IF NOT PAID WITHIN 60 DAYS, 8% INTEREST

John Ball

Date *July* 19*76*

Station	Size of Tile	Depth	Grade	Price
1+40	5" plastic	Bn 1 (CONT)	2.0%	\$ 101.65
2+30		525		
		355		
		Bn 2 off Bn 1 at 0+20		
0+00	5" plastic	482	2.0%	\$ 57.75
1+00		380		
1+65		393		
		Bn 2 off Bn C at 8+00		
0+00	6"	385	3.0%	52.50
1+00		400		
1+50		390		
		Bn 1 off Bank tile		
0+00	5" plastic	428	2.0%	\$ 153.15
1+00		400		
2+00		380		
3+00		391		
4+00		388		
4+25		387		
		Total for digging		\$ 1,842.96
		Staking & Surveying		145.05
		& utilities		20.00
		Closing ditch		145.05
		17 connections on plastic		9.35
		14 End plugs		9.80
		3490 ft 5" plastic		1116.80
		Hooking up old line + old 5" plastic		20.00
		Sales tax		44.44
		Hooking up old 10" main to 14" tile + 20 ft 8" pipe		40.00
		Total		3,393.45

Phone:
 LYNDY SKOLBERG
 Buffalo Lake
 A.C. 612 - 833-5834

In Account With
SKOLBERG & WOJAHN
 Sower, Water - Tilling Contractors - Farm Drainage

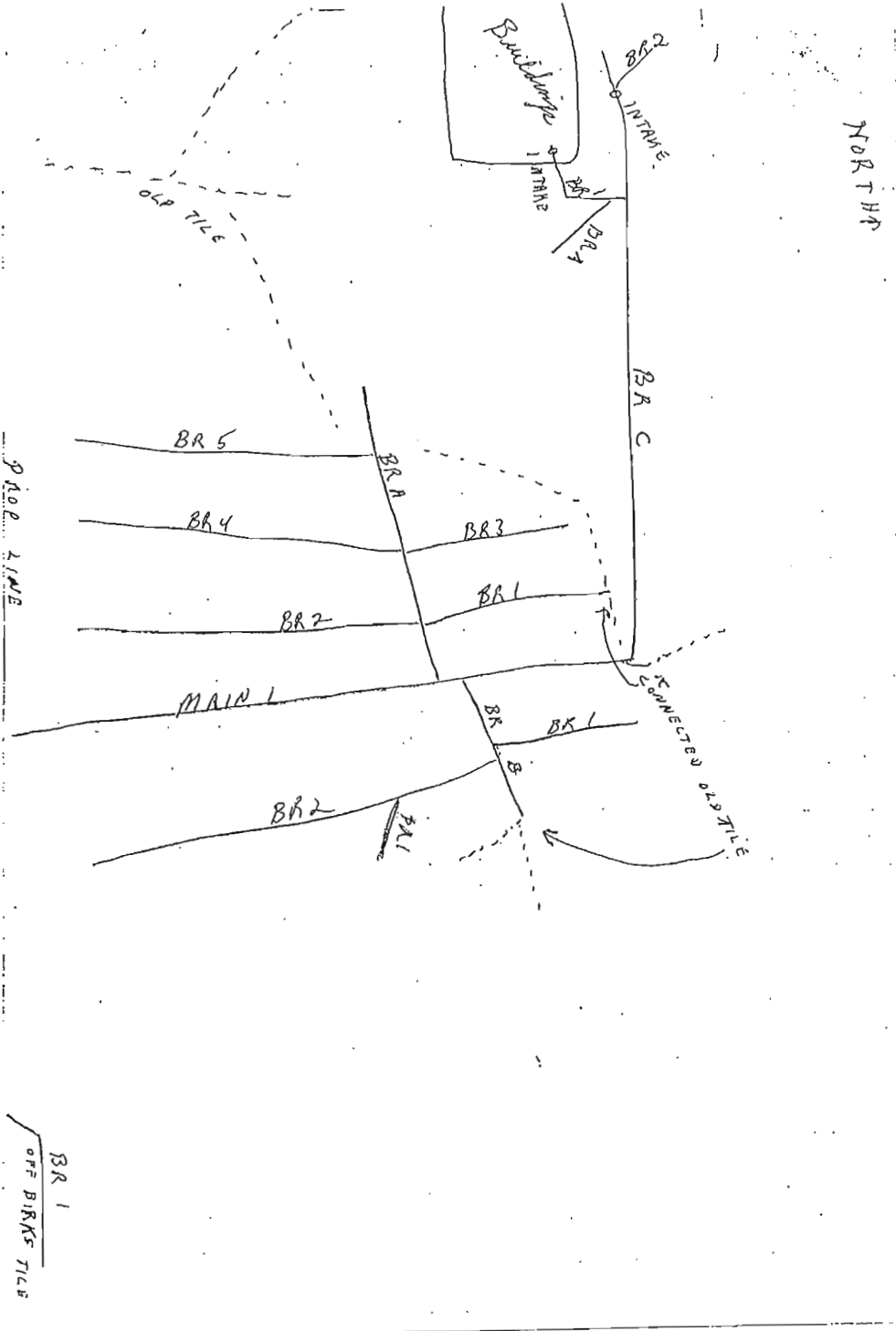
Phone:
 HARRY WOJAHN
 Fairfax
 A.C. 507 - 426-7344

IF NOT PAID WITHIN 60 DAYS, 8% INTEREST

John Ball

Date *Oct.* 1976

Station	Size of Tile	Depth	Grade	Price
	2900' - 16" tile		}	\$ 14,246.40
	1,725' - 14" tile			
	<i>gutter</i>			
	<i>Rocks Hole</i>			
	<i>Bill for branches + plute etc.</i>			3393.45
	<i>total</i>			14,639.85
			<i>20' pipe</i>	
			<i>30' pipe</i>	11639.85





HASSAN VALLEY
 19-116-29
 June 27, 2002



United States Department of Agriculture
 Farm Service Agency

McLeod County

- Wetland
- ▭ Tract Boundary
- ▭ Field Boundary
- ▭ Section Line

1991 Digital Orthophotography - Not To Scale

* Penny per Pound for Plastics Campaign

* Total Pounds = 187,090

* McLeod Emergency Food Shelf

* \$935.45

* Hunger Free McLeod Back Pack Program

* \$935.45

* March-August Recipients

* Hunger Free McLeod Back Pack Program

* McLeod County DARE Program

It's common cents really...

For every Pound of Plastic recycled, we'll donate a penny to area non-profits serving those in need throughout McLeod County.



Plastics you can recycle in McLeod County:

- ALL #1-#7 plastics
- Toothbrushes
- Plastic utensils
- Plastic plates
- Cups & bowls
- Straws
- Broken toys
- Hangers
- Resealable storage bags
- Plastic packaging
- Microwavable trays
- Container Lids
- Clam-shell produce containers
- To-go containers & lids
- Rubbermaid® & Tupperware®
- Totes & buckets
- And more...

The first recipients of the Penny Per Pound for Plastic Program are:



McLeod
Emergency
Food Shelf

The mission of the McLeod Emergency Food Shelf is to supply food and personal care items to

McLeod County residents in their time of immediate need at no cost.



Hunger Free McLeod's Backpack Program sends food home in the backpacks of a small number of area elementary school students who receive free and reduced-price lunches. The food is placed discreetly in the students' backpacks on Fridays, to help with nutrition needs over the weekend.



For more information about how you can **BG2GB (Be Green 2 Give Back)** contact: **McLeod County Solid Waste Management** at 1(800) 338-0575 or on the web: www.co.mcleod.mn.us/solidwaste.



Draft Report

Integrated Solid Waste Management Plan

McLeod County, Minnesota

March 2013



Integrated Solid Waste Management Plan

McLeod County, Minnesota

Table of Contents

Table of Contents
List of Tables
List of Figures

Section 1 Executive Summary	1-1
1.1 Introduction.....	1-1
1.2 Existing Integrated Solid Waste Management System.....	1-3
1.2.1 Spruce Ridge Resource Management Facility.....	1-4
1.2.2 McLeod County HHW Facility.....	1-5
1.2.3 Creekside Soils Composting Facility.....	1-5
1.2.4 McLeod County MRF.....	1-6
1.3 Proposed Integrated Solid Waste Management System.....	1-7
1.3.1 Waste Stream Flow.....	1-9
1.3.2 Waste System Budget.....	1-9
1.4 Summary.....	1-10
Section 2 Background Information	2-1
2.1 Demographic, Geographic and Regional Information.....	2-1
2.1.1 Land Use.....	2-2
2.1.2 Economic Conditions.....	2-4
2.1.3 Demographic, Geographic, or Regional Constraints and Opportunities Impacting the County’s Solid Waste Management System.....	2-5
2.2 Solid Waste and Recyclable Materials Collection and Generation.....	2-6
2.2.1 Solid Waste Collection.....	2-6
2.2.2 Recyclable Materials Collection.....	2-7
2.2.3 Recyclable Materials Processing.....	2-8
2.2.4 Solid Waste Generation.....	2-9
2.2.5 Solid Waste Composition.....	2-11
2.2.6 Solid Waste Collection and Generation Constraints and Opportunities Impacting the County’s Solid Waste Management System.....	2-16
2.3 Construction and Demolition Debris Generation.....	2-17
2.4 Major CII Generators.....	2-18
2.5 Solid Waste Planning History.....	2-20
2.5.1 Current local and regional planning activities.....	2-20
2.5.2 Past impediments or barriers to the development of projects on a regional basis.....	2-21

2.5.3	Resolution of conflicting, duplicative, or overlapping local solid waste management efforts	2-21
Section 3 Existing Integrated Solid Waste Management System 3-1		
3.1	Policy and Goals	3-1
3.2	History of System Development.....	3-1
3.3	Description of Existing Resource Recovery Programs or Facilities in Use	3-4
3.3.1	McLeod County HHW Facility	3-4
3.3.2	Creekside Soils	3-4
3.3.3	McLeod County MRF.....	3-6
3.4	Description of Land Disposal Facilities in Use	3-7
3.5	Costs Associated with Operating and Maintaining the Existing System.....	3-8
3.6	Summary of Achievements, Opportunities, Challenges, or Problems with the Existing System	3-9
Section 4 Proposed Integrated Solid Waste Management System 4-1		
4.1	Goals	4-1
4.1.1	County Solid Waste Management Goals	4-2
4.2	Objectives	4-2
4.3	Landfill Disposal System.....	4-6
Section 5 Solid Waste System Evaluation and Ten Year Implementation Plan..... 5-1		
5.1	Background.....	5-1
5.1.1	County Municipal Solid Waste Generation and Disposal Overview.....	5-2
5.1.2	County Recycling and Abatement Overview	5-2
5.1.3	County Solid Waste Management Goals.....	5-3
5.2	Solid Waste Abatement Programs	5-3
5.2.1	Solid Waste Reduction	5-3
5.2.2	Solid Waste Education.....	5-6
5.2.3	Recycling	5-10
5.2.4	Yard Waste Management	5-24
5.2.5	Source-Separated Organic (SSO) Materials Composting.....	5-27
5.2.6	Mixed Municipal Solid Waste Composting	5-29
5.2.7	Solid Waste Incineration and Energy Recovery	5-30
5.2.8	Land Disposal of Mixed MSW.....	5-30
5.2.9	Waste Tire Disposal and Recovery.....	5-34
5.2.10	Electronic Products	5-36
5.2.11	Major Appliance Management	5-39
5.2.12	Automotive Mercury Switches, Motor Vehicle Fluids and Filters, and Lead-Acid and Dry Cell Batteries Management	5-41
5.2.13	Household Hazardous Waste (HHW) Management.....	5-44
5.2.14	Construction and Demolition (C&D) Debris.....	5-49

5.3	County Solid Waste Ordinance.....	5-50
5.3.1	Status of Solid Waste Ordinance	5-50
5.3.2	Ordinance Amendments.....	5-51
5.4	Solid Waste Staff	5-51
5.4.1	Existing County Solid Waste Staff	5-51
5.4.2	Future Staffing Needs	5-53
5.4.3	County Solid Waste Advisory Committee (SWAC)	5-53
5.4.4	Program Budget	5-54
5.5	Solid Waste Program Funding.....	5-54
5.5.1	Policies and Goals.....	5-54
5.5.2	Existing Solid Waste Funding Practices	5-54
5.6	Plan Review and Ten-Year Plan	5-56
5.7	Goal-Volume Table	5-56
5.8	Itemized Solid Waste Budget.....	5-56
5.9	Alternatives to Proposed System	5-57
5.10	Environmental and Public Health Impacts	5-58
5.10.1	On-Site Disposal	5-58
5.10.2	Illegal Disposal	5-59
5.10.3	Plans and Programs to Mitigate Impacts of On-Site Disposal and Illegal Dumping	5-59
5.11	Solid Waste Facility Siting Program.....	5-60
5.12	Public Participation.....	5-60

List of Appendices

- A McLeod County Goal-Volume Table
- B McLeod County Solid Waste Management Budget
- C McLeod County Solid Waste Ordinance

List of Tables

Table 1-1 MSW Tons Disposed at SRRMF, 2007-2011	1-4
Table 1-2 HHW Tons Received at HHW Facility, 2006-2011.....	1-5
Table 1-3 HHW Tons Reused (Freeuse Center), 2006-2011.....	1-5
Table 1-4 Creekside Compost Facility Quantities Received (Tons)	1-6
Table 1-5 Quantities of Recyclable Materials Processed and Marketed, 2006- 2011	1-7
Table 1-6 Percentage Breakdown of MSW Stream.....	1-9
Table 1-7 Estimated Solid Waste Budget	1-10
Table 2-1 Population Estimates	2-1
Table 2-2 Population Projections.....	2-2
Table 2-3 Public Parks	2-4
Table 2-4 Employment Data Central Minnesota	2-5
Table 2-5 Historical Employment.....	2-5
Table 2-6 MSW Tons Disposed at SRRMF, 2007-2011	2-6
Table 2-7 Aluminum Beverage Can Redemption Statistics, 2008-2010.....	2-9
Table 2-8 2010 Hauler Data Residential Solid Waste Disposal (Per Capita Amounts).....	2-11
Table 2-9 Greater Minnesota MSW Composition (2000) Percentage Estimates of Materials in MSW (by weight).....	2-12
Table 2-10 McLeod County MSW Characterization.....	2-15
Table 2-11 Metropolitan Solid Waste Management Policy Plan 2010-2030 Metropolitan System Objectives	2-17
Table 2-12 Construction & Demolition Debris Projected Generation (in Tons).....	2-18
Table 2-13 Major CII Generators and MSW Tons Generated in 2010.....	2-19
Table 2-14 MSW Tons Generated by Major CII Generators, by Material Type.....	2-19
Table 3-1 MSW Tons Disposed at SRRMF, 2007-2011	3-9
Table 3-2 McLeod County Landfill Revenue, 2007-2011.....	3-10
Table 5-1 Quantities of Recyclable Materials Collected, Processed, and Marketed.....	5-12
Table 5-2 Creekside Compost Facility Quantities Received (Tons)	5-28
Table 5-3 MSW Tons Disposed at SRRMF, 2007-2011	5-31
Table 5-4 MSW Tons Estimated to be Disposed at SRRMF, 2011-2021	5-33
Table 5-5 Tons of Electronics Collected by Communities.....	5-37
Table 5-6 Tons of Appliances Collected by Communities.....	5-40
Table 5-7 HHW Facility Participation, 2007-2011.....	5-44
Table 5-8 HHW Tons Received at HHW Facility, 2006-2011.....	5-45
Table 5-9 HHW Tons Reused (Freeuse Center), 2006-2011.....	5-45
Table 5-10 Fluorescent Bulb Collection, 2006-2011.....	5-46
Table 5-11 Permit By Rule C&D Debris Sites	5-49
Table 5-12 Estimated County Staff Time Required Annually for Solid Waste Management Planning and Implementation.....	5-52

Table 5-13 Solid Waste Program Funding, 2012 Budget 5-55
Table 5-14 Solid Waste Programs, 2012 Budget 5-57

List of Figures

Figure 2-1: McLeod County 2-2
Figure 2-2: McLeod County Transportation Routes 2-3
Figure 2-3: Solid Waste Generation Formula 2-10

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1.1 Introduction

The McLeod County (County) 2012 Integrated Solid Waste Management Plan (Plan) was developed by the County and SAIC (formerly R. W. Beck) with collaboration from the Minnesota Pollution Control Agency (MPCA). R. W. Beck developed the County's first plan in 1994 and updated it in 1999 (approved by the MPCA in 2000). In 2005, the MPCA approved a five-year extension of the 2000 Plan to September 2010. In 2010, the MPCA approved a two-year extension to September 2012.

The Plan describes the existing integrated solid waste management system in the County and presents policies and strategies for the County's solid waste programs over the next ten years.

The Plan has been developed in accordance with Minnesota Administrative Rules, Chapter 9215, Solid Waste Planning; Certificate of Need, revised in 2009 by the MPCA.¹

The Plan includes the following sections:

- Section 2: Background Information;
- Section 3: Existing Integrated Solid Waste Management System;
- Section 4: Proposed Integrated Solid Waste Management System; and
- Section 5: Solid Waste System Evaluation and Ten Year Implementation Plan.

The County's goals for its integrated solid waste management system are consistent with the State of Minnesota's waste management goal and solid waste practices declared in Minnesota Statutes Chapter 115A.02:²

“The waste management goal of the state is to foster an integrated waste management system in a manner appropriate to the characteristics of the waste stream and thereby protect the state's land, air, water, and other natural resources and the public health. The following waste management practices are in order of preference:

- (1) waste reduction and reuse;
- (2) waste recycling;
- (3) composting of source-separated compostable materials, including but not limited to, yard waste and food waste;

¹ Source: MN Office of the Revisor of Statutes. <https://www.revisor.mn.gov/rules/?id=9215>

² Source: MN Office of the Revisor of Statutes. <https://www.revisor.mn.gov/statutes/?id=115A.02>

- (4) resource recovery through mixed municipal solid waste composting or incineration;
- (5) land disposal which produces no measurable methane gas or which involves the retrieval of methane gas as a fuel for the production of energy to be used on site or for sale; and
- (6) land disposal which produces measurable methane and which does not involve the retrieval of methane gas as a fuel for the production of energy to be used on site or for sale.”

McLeod County’s solid waste abatement programs include waste reduction and reuse, recycling, composting, and land disposal with methane gas retrieval for the production of energy. The County does not have a municipal solid waste (MSW) composting or incineration resource recovery program.

The County’s solid waste management goals include the following:

- Ensure the establishment and operation of a solid waste management system that minimizes environmental risks, provides an environmentally safe disposal method, maximizes the recovery of recyclable materials, and minimizes total costs to the citizen.
- Utilize solid waste management systems to conserve natural resources to the greatest extent possible.
- Reduce the annual per capita quantity of solid waste generated in the County.
- Continue to monitor and enforce volume-based pricing and source separation of recyclable materials and compostable waste in the residential and commercial/industrial/institutional (CII) sectors.
- Implement technically reliable solid waste systems that are economically feasible to the County and its residents.
- Utilize County staff to plan, coordinate, and enforce solid waste management program activities defined in the Plan while encouraging private industry to carry out the programs.
- Plan, finance and implement annual solid waste public education/public awareness programs consistent with the Plan.
- Research feasibility of County-operated residential curbside recycling collection service.
- Continue to expand recycling services and support waste reduction activities.

This Executive Summary provides an overview of McLeod County’s existing integrated solid waste management system as well as the proposed integrated solid waste management system.

1.2 Existing Integrated Solid Waste Management System

Since the 2000 Plan, the County has expanded several of its waste abatement programs including, but not limited to, the following:

- The development of a new, permanent household hazardous waste (HHW) collection facility in 2000, supplemented by mobile collections.
- The City of Hutchinson's Creekside Organic Material Processing Facility began operations in 2001.
- The design and construction of a new materials recovery facility (MRF). The MRF became operational in early 2004 and provides recyclable materials processing and marketing services for recyclable materials collected throughout the County and the surrounding region.
- The implementation of recycling programs for two additional problem materials: electronic waste (e-waste) and appliances. In 2004, the County included electronic waste in its annual County-wide Collection Event and in 2005 expanded the program by offering more collection opportunities for e-waste. In 2005, the County began providing recycling opportunities for used appliances (prior to 2005, the cities were responsible for providing appliance recycling).
- The creation of a more uniform and consistent residential recycling program throughout the County. In 2005, the County went through a procurement process and entered into agreements with two hauling companies to provide County-wide collection of curbside and drop-off recyclable materials and for those materials to be directed to the new MRF. In 2012, the County once again went through a procurement process and entered into agreements with one hauling company for curbside and drop-off recyclable materials collection services.

Section 5 of the Plan provides details (e.g., policies, staff time, budgets, and anticipated developments) for each of the County's solid waste abatement programs:

- Solid Waste Reduction
- Solid Waste Education
- Recycling
 - Residential (Municipal and Rural)
 - Commercial/Industrial/Institutional
 - Marketing & Transportation
 - Paper Drive & Aluminum Redemption Program
 - School Recycling
 - Mattress Recycling
- Yard Waste Management
- Source-Separated Organic (SSO) Materials Composting
- Waste Tire Disposal and Recovery

- Electronic Products Management
- Major Appliance Management
- Automotive Mercury Switches, Motor Vehicle Fluids and Filters, and Lead-Acid and Dry Cell Batteries Management
- HHW Management
- Construction and Demolition Debris Management

The waste that is not diverted through the County's abatement programs listed above is land disposed at the Spruce Ridge Resource Management Facility (SRRMF or Spruce Ridge). A summary of the SRRMF is provided below.

1.2.1 Spruce Ridge Resource Management Facility

The SRRMF is located approximately seven miles northwest of Glencoe and is owned and operated by Waste Management, Inc. The landfill serves not only the County of McLeod, but also accepts MSW from other counties within the State of Minnesota.

The quantities of mixed MSW received and disposed at the SRRMF for the last five years are shown in Table 1-1.

Table 1-1
MSW Tons Disposed at SRRMF, 2007-2011⁽¹⁾
McLeod County, MN

	2007	2008	2009	2010	2011
McLeod County Tons	20,253	19,616	16,789	16,430	18,214
Total Tons	162,255	149,340	147,241	152,434	209,840

⁽¹⁾ Source: McLeod County MMSW Monthly Report and MSW origin data from the SRRMF.

The decrease in tons disposed between 2007 and 2010 is most likely due to the economic downturn. The increase in tons disposed in 2011 can be attributed to economic recovery as well as the SRRMF receiving waste from Anoka and Stearns Counties as well as an increase in tons received from Hennepin County.

Spruce Ridge operates an on-site collection center for problem wastes (i.e., tires, appliances, electronics, C&D debris, etc.) as well as recyclable materials. No processing of these materials (other than bulking/baling) occurs at the SRRMF.

It is the County's intent to reduce the amount of waste generated within McLeod County in an effort to extend the life of the SRRMF and ensure it will be a continued resource for the community.

Currently there are three resource recovery facilities in use in McLeod County:

1. McLeod County HHW Facility;
2. Creekside Soils Composting Facility; and
3. McLeod County MRF.

A description of each is provided below.

1.2.2 McLeod County HHW Facility

The County built a permanent HHW Facility in 1994 to serve the residents of the County. The County outgrew the facility and a new HHW Facility was designed in an existing office/warehouse building. This retrofit was completed in 2000 and now houses the entire Solid Waste Management Department and its programs.

The HHW Facility accepts typical HHW materials including latex and oil based paint, adhesives, flammable products, acids, bases, sealers, weed killers and other poisons, etc. The facility is open year round and participation has increased each year. The quantities of materials received at the County's HHW Facility for the last six years are shown in Table 1-2.

Table 1-2
HHW Tons Received at HHW Facility, 2006-2011
McLeod County, MN

	2006	2007	2008	2009 ⁽¹⁾	2010	2011
Tons	56.8	62.1	61.7	82.3	90.2	105.4

A Product Exchange is operated at the HHW Facility where products are available to the public at no charge. The Product Exchange program was renamed the Freeuse Center in 2010. The quantities of materials diverted from disposal through the Freeuse Center are shown in Table 1-3.

Table 1-3
HHW Tons Reused (Freeuse Center), 2006-2011
McLeod County, MN

	2006	2007	2008	2009 ⁽¹⁾	2010	2011
Tons	12.4	17.5	17.3	19.6	21.4	24.2

1.2.3 Creekside Soils Composting Facility

Creekside Soils Organic Material Process Facility (Creekside) is an enterprise operation owned by the City of Hutchinson. The facility is located one mile southwest of the City of Hutchinson's wastewater treatment facility. The site is situated on 76 acres owned by the City of Hutchinson and the compost operation utilizes 24 of those acres. Creekside uses an in-vessel system for active composting and concrete pads for curing the compost.

Since opening in 2001, the facility receives and processes yard waste and source-separated organic (SSO) materials generated by residents, businesses, institutions, and industries in McLeod County, as well as out-of-county generators. McLeod County has an agreement with Creekside for the grinding and processing of yard waste from

two municipal collection sites as well as transportation of yard waste from all municipal sites to Creekside's facility in Hutchinson.

The annual quantities of materials received at the Creekside facility are provided in Table 1-4. The tonnages are listed by material type, from 2006 through 2011.

**Table 1-4
Creekside Compost Facility
Quantities Received (Tons)**

Material	2006	2007	2008	2009	2010	2011
Brush	1,232	961	844	943	802	1,250
Pallets and Wood	71	128	159	117	100	91
Leaves and Grass	2,420	2,119	2,893	3,532	1,502	4,063
Logs	468	298	232	170	124	311
Organic Source Separated	2,080	2,084	2,046	2,091	2,092	2,012
Liquid Corn Waste	87	94	106	93	131	79
Stump Chips	279	141	258	278	329	543
Brush Chips	458	65	0	99	53	822
Landscape Mulch	0	0	0	238	126	741
Total	7,094	5,890	6,539	7,561	5,259	9,913

It is the County's intent to maintain and exceed the Minnesota statutory goal for non-metropolitan counties of recycling 6.5 percent organics by 2025. In 2010, the County had already recycled 6.4 percent organic waste from the total tons of MSW generated. Creekside's operation contributes to the County's efforts to meet this goal.

1.2.4 McLeod County MRF

In 2003, the County began construction of a materials recovery facility (MRF) in Hutchinson. The MRF became operational in the spring of 2004. The contracted hauler(s) that collect residential curbside and rural drop-off recyclable materials are required to bring the materials to the County's MRF for processing, per agreements with the County. In addition, residents and commercial customers are allowed to drop-off recyclable materials at the MRF at no charge.

For CII customers who deliver large volumes of old corrugated cardboard (OCC) to the MRF, the County offers a revenue sharing program. The CII customer pays a processing fee per ton of material delivered to the MRF. The County then provides the customer a fifty percent share in the market value for the OCC. The County does not provide revenue sharing for any other recyclable materials other than OCC.

The annual tons of recyclable materials processed at the MRF and marketed by the County for the last six years are shown in Table 1-5.

Table 1-5
Quantities of Recyclable Materials Processed and Marketed (in Tons), 2006-2011
McLeod County, MN

	2006	2007	2008	2009	2010	2011
Tons	3,020	3,717	3,910	3,805	3,582	4,141

The County's MRF not only brings in revenue from the sale of recyclable material, but it also provides jobs in the County. There are currently four full-time County employees that manage and operate the MRF.

In addition to County staff, McLeod County contracts with West Central Industries, a nonprofit program that provides opportunities for individuals with disabilities through training and rehabilitation. Six workers plus a supervisor from West Central Industries assist with daily MRF operations, primarily with sorting recyclable materials.

1.3 Proposed Integrated Solid Waste Management System

The County proposes to use land disposal as the primary MSW management method over the next ten years and plans to continue and expand its current waste abatement programs in order to achieve its goals (listed in Section 1.1). Specific programs to be developed or expanded are described in detail in Section 5 of this Plan; a summary of each is provided below.

1. **Solid Waste Reduction.** The County is currently researching the feasibility of developing at least two waste reduction programs:
 - A local materials exchange/reuse program to provide a service that links people who have items to give away with people who can use those items; and
 - A plastic 55-gallon drum re-use program. The County may offer the drums for re-use as well as provide kits to convert the drums into rain barrels.
2. **Solid Waste Education.** The County is planning to expand its public education programs in a variety of ways including:
 - Expand existing waste education programs to include more of the CII sector.
 - Develop a VSQG educational outreach program.
 - Create an electronic news email or listserv for solid waste, recycling, and waste reduction information.
 - Explore the option of providing a virtual tour and educational videos of solid waste abatement programs on the County website, Facebook, and YouTube.
3. **Recycling.** The County plans to maintain the current recycling programs as well as consider the following:

- Additional Materials. As markets allow, the County will continue to research and implement a wider spectrum of materials to be recycled through its curbside and/or miscellaneous recycling programs.
 - Building Expansion. The County is considering the long-range plans for use of the neighboring property to the Solid Waste Management building.
 - Processing upgrades. The County continues to research equipment and processing methods which may improve the efficiency of the MRF, potentially increase the value of commodities processed, and allow for the processing and marketing of additional recyclable materials.
 - Create a CII recycling recognition program to heighten the awareness of this activity.
 - Develop a market assistance program for the CII sector to promote increased recycling and use recycled materials in manufacturing processes.
 - Work with the CII sector to develop and track annual solid waste materials recovery and recycling reporting requirements.
4. Paper Drives. The County plans to increase the number of paper drives in the future. Also, the County is planning to reduce the amount of labor associated with the paper drives by arranging for the collected paper to be sent directly to end-users rather than going to the County's MRF for processing.
 5. School Recycling. The expansion of the school recycling program may include the following:
 - The schools currently not participating in the school recycling program are to be added.
 - The County will discuss the possibility of increasing the Environmental Education Rebate percentage (as described in Section 5) above 50 percent.
 - The County will continue to conduct a minimum of three recycling audits per school year to obtain an estimate for weekly recycling weights.
 6. Yard Waste Management. The County plans to delegate the administration of the municipal yard waste program to both Creekside Soils and each governing city by 2014. The county plans to expand its use of social media to include information on yard waste management, composting, and backyard composting.
 7. Source-Separated Organic (SSO) Materials Composting. Creekside Soils plans to maintain the current SSO materials composting operation and will continue to process yard waste and SSO materials at its facility in Hutchinson. The County will continue to support Creekside's efforts to diversify its customer base through education and technical support.
 8. Waste Tire Disposal and Recovery. The County's Solid Waste Director will continue to work with local law enforcement officials and the County attorney to address any illegal disposal of waste tires.

9. Electronic Products Management. The County is considering purchasing four utility trailers to collect electronics from the drop-off sites.
10. Automotive Mercury Switches, Motor Vehicle Fluids and Filters, and Lead-Acid and Dry Cell Batteries Management. The County may consider installing an above ground storage tank for the bulking of motor oil. Also, in 2013, the County plans to provide postcard reminders to area salvage yards relative to the proper handling and disposal of automotive mercury switches and inform them of the County's VSQG program.
11. HHW Management. The County plans to maintain the current programs for the management of HHW during the next ten years. In addition, the County will:
 - Add public surveillance camera(s) in the receiving area to allow technicians to monitor traffic via closed circuit video.
 - Research participation software to aid in the monthly and annual reporting.
 - Propose expanding the offsite collection of HHW to include employee collections at area businesses during the workday.

1.3.1 Waste Stream Flow

McLeod County currently generates approximately 33,800 tons of MSW. At the end of the ten-year planning period (2020), it is estimated that the County will generate 36,600 tons of MSW and abate more than 45 percent of the waste generated through recycling and composting methods. The remainder is assumed to be landfilled or disposed on-site. Table 1-6 below presents the waste management system components and the percent to be managed through abatement and identifies the remainder to be landfilled. The Goal-Volume Table in Appendix A provides details of the ten-year estimate of McLeod County's waste system flow.

**Table 1-6
Percentage Breakdown of MSW Stream
McLeod County, MN**

	2011	2012	2013	2015	2020
Recycling (excluding Organics Recycling)	33.7%	33.7%	35.3%	36.8%	38.3%
Recycling Organics (excluding Yard Waste)	6.4%	6.4%	6.4%	6.9%	7.4%
Resource Recovery	0.0%	0.0%	0.0%	0.0%	0.0%
Landfill	53.8%	53.8%	52.3%	50.4%	48.6%
On-Site Disposal (burned/buried)	6.2%	6.1%	6.0%	5.9%	5.7%
Total	100%	100%	100%	100%	100%

1.3.2 Waste System Budget

A detailed budget for the County's solid waste management system for the 10-year planning period is provided in Appendix B. A summary of these costs for three years is shown in Table 1-7.

The County's revenue sources include annual SCORE funding, Landfill Abatement funds, County tip fee revenues, recycling revenues, and HHW revenues. The expenditures include salaries and wages, recycling program costs, and public education. Section 5 of the Plan provides estimated budgets for each County program.

**Table 1-7
2012 Solid Waste Budget
McLeod County, MN**

	2013	2015	2020
Programs Costs			
Administration and Planning ⁽¹⁾	\$513,434	\$536,274	\$597,917
Abatement ⁽²⁾	\$1,018,634	\$1,063,947	\$1,186,244
Household Hazardous Waste	\$209,515	\$218,835	\$243,990
Total Program Costs	\$1,741,583	\$1,819,056	\$2,028,152
Revenue			
SCORE Grant	\$91,497	\$91,497	\$91,497
Landfill Abatement Fund ⁽³⁾	1,056,263	\$1,077,495	\$1,132,453
Landfill Tip Fee Fund ⁽⁴⁾	\$237,897	\$242,679	\$255,057
Recycling Income ⁽⁵⁾	\$431,500	\$431,500	\$431,500
HHW Income ⁽⁶⁾	\$26,250	\$26,250	\$26,250
SW Licenses, Rental & Misc	\$12,001	\$12,001	\$12,001
Total Revenue	\$1,855,408	\$1,881,422	\$1,948,758

⁽¹⁾ Includes staff salaries and wages, insurance, office supplies, operating costs, capital outlay, etc.

⁽²⁾ Includes operating expenses and staff salaries & wages for the following programs: MRF, County curbside and drop-off collection, school recycling, appliances, tires, electronic waste, yard waste, SSO, etc.

⁽³⁾ Based on the Greater MN Landfill Clean-up Fee of \$6.66 per ton of MSW disposed at SRRMF.

⁽⁴⁾ Based on the County tip fee revenue of \$1.50 per ton of MSW disposed at SRRMF. In November of 2012, the County Board approved an increase of the Solid Waste Tip Fee by \$2.00 per ton, which resulted in the fee increasing from \$1.50 to \$3.50 per ton. The increase will be incorporated into the County's 2014 budget, to be approved in 2013.

⁽⁵⁾ Includes revenue from the sale of recyclable commodities processed at the County's MRF, transported, and sold to end-users.

⁽⁶⁾ Includes revenue from the MN Dept of Agriculture for pesticides collection, an MPCA grant, and revenue from the reciprocity agreement with Sibley County.

1.4 Summary

McLeod County's Solid Waste Management Plan describes the existing and proposed integrated solid waste management systems and the on-going programs that provide prudent solid waste management for the County. The County proposes to use land disposal as the primary MSW management method over the next ten years for all MSW generated and collected in the County, including but not limited to, the MSW generated and collected by public entities in the County. The County will continue to

work with representatives of the SRRMF to ensure adequate and cost-effective landfill disposal for County residents.

The County plans to enhance its abatement programs (listed above in Section 1.2 and described in detail in Section 5 of the Plan). In addition, the County will ensure all public entities³ in the County are abiding by the Plan as well as by the state statutes. As stated in Section 5:

- Every citizen in the County shall be provided the opportunity to recycle, per MN Statute 115A.552. Each municipality within McLeod County is included in a County-wide recycling contract with a private hauler to collect recyclable materials. The contract is administered and funded by McLeod County. Public awareness and education programs to support on-going recycling efforts are coordinated, financed, and carried out by the County.
- County Solid Waste Management staff ensures that all County offices and other public entities (e.g., cities, towns, schools) are recycling at least three of the following four materials: paper, glass, plastic, or metal as mandated in Minn. Statute, Section 115A.151.
- The County will ensure that all public entities are aware of Minn. Statute, Section 115A.471, “Public Entities; Management of Solid Waste”⁴ which states that if a public entity enters into a contract for the management of MSW that manages the waste using a practice that is ranked lower than the practice selected in the County’s Plan, then the entity must submit information to the MPCA as detailed in the statute.

One of the County’s primary solid waste management goals, as stated in Section 1.1, is to ensure the establishment and operation of a solid waste management system that minimizes environmental risks, provides an environmentally safe disposal method, maximizes the recovery of recyclable materials, and minimizes total costs to the citizen. The County will work to achieve this goal through the methods and practices detailed in this Plan. Once this Plan is approved by the MPCA, it governs all solid waste management in the county. Minnesota Statute 115A.46, subd.5, Jurisdiction of Plan,⁵ states:

- After a county plan has been submitted for approval, a public entity within the county may not enter into a binding agreement governing a solid waste management activity that is inconsistent with the county plan without the consent of the county; and
- After a county plan has been approved, a public entity within the County may not develop or implement a solid waste management activity, other than an activity to

³ Defined in Minn. Statute, Section 115A.471 as the state; an office, agency, or institution of the state; the Metropolitan Council; a metropolitan agency; the Metropolitan Mosquito Control District; the legislature; the courts; a county; a statutory or home rule charter city; a town; a school district; another special taxing district; or any other general or special purpose unit of government in the state.

⁴ Source: MN Office of the Revisor of Statutes. <https://www.revisor.mn.gov/statutes/?id=115A.471>

⁵ Source: MN Office of the Revisor of Statutes. <https://www.revisor.mn.gov/statutes/?id=115A.46>

reduce waste generation or reuse waste materials, that is inconsistent with the county plan that the county is actively implementing without the consent of the county.

In summary, McLeod County will continue to enhance and improve its solid waste management system in an effort to protect its land, air, water, and other natural resources.

Section 2 Background Information

2.1 Demographic, Geographic and Regional Information

According to the Minnesota State Demographic Center, the 2010 McLeod County (County) population was estimated to be 36,651 residents. Table 2-1 specifies 2010 population and household estimates for each city and township in the County. The County population increased by approximately five percent between 2000 and 2010 according to the U.S. Census Bureau.

**Table 2-1
Population Estimates ⁽¹⁾
McLeod County, MN**

	2010 Population Estimate	2010 Household Estimate
Acoma Township	1,149	421
Bergen Township	1,006	362
Biscay City	113	43
Brownton City	762	314
Collins Township	473	183
Glencoe City	5,631	2,220
Glencoe Township	495	200
Hale Township	942	359
Hassan Valley Township	693	252
Helen Township	863	314
Hutchinson City	14,178	5,950
Hutchinson Township	1,220	439
Lester Prairie City	1,730	654
Lynn Township	550	216
Penn Township	315	120
Plato City	320	139
Rich Valley Township	694	266
Round Grove Township	251	109
Silver Lake City	837	352
Stewart City	571	235
Sumter Township	535	191
Winsted City	2,355	947
Winsted Township	968	353
COUNTY TOTAL	36,651	14,639

⁽¹⁾ Source: Minnesota State Demographic Center

The State Demographic Center projects the County's population to increase by approximately 4.55 percent between 2010 and 2015 and by another 9.7 percent between 2015 and 2030. Population projections for the next twenty years in five year increments are included in Table 2-2. The five-year projections were used to calculate an annual growth rate of 0.69 percent that was used in developing the Plan. Such growth must be taken into account when planning future solid waste management programs.

Table 2-2
Population Projections
McLeod County, MN

2010 Census Population ⁽¹⁾	2015 Projected Population ⁽²⁾	2020 Projected Population ⁽²⁾	2025 Projected Population ⁽²⁾	2030 Projected Population ⁽²⁾
36,651	38,317	39,758	41,010	42,046

⁽¹⁾ Source: Minnesota State Demographic Center and U.S. Census Bureau.

⁽²⁾ Source: Minnesota State Demographic Center and calculated by SAIC.

Approximately two-thirds of the County's residents reside in the urban or incorporated areas and one-third reside in the rural or unincorporated areas of the County. The largest city in the County is Hutchinson with a 2010 population of 14,178. Glencoe, the County seat, had a population of 5,631 in 2010. The remainder of the population is distributed in seven cities and fourteen townships; with the bulk of the population residing in the northern and eastern townships.

2.1.1 Land Use

The County is located adjacent (to the west) of the six-county Twin Cities Metropolitan Area. Figure 2-1 depicts the County's relative location in the State of Minnesota. Comprised of fourteen townships and nine cities, the County encompasses approximately 503 square miles. Glencoe, the County seat, is located approximately 60 miles southwest of the Twin Cities.



Figure 2-1: McLeod County

As Figure 2-2 indicates, transportation routes include U.S. Highway 212, providing east-west service in the southern portion of the County; State Highways 7, 15, 22 and 261; and a number of County roads and County-State Aid highways.

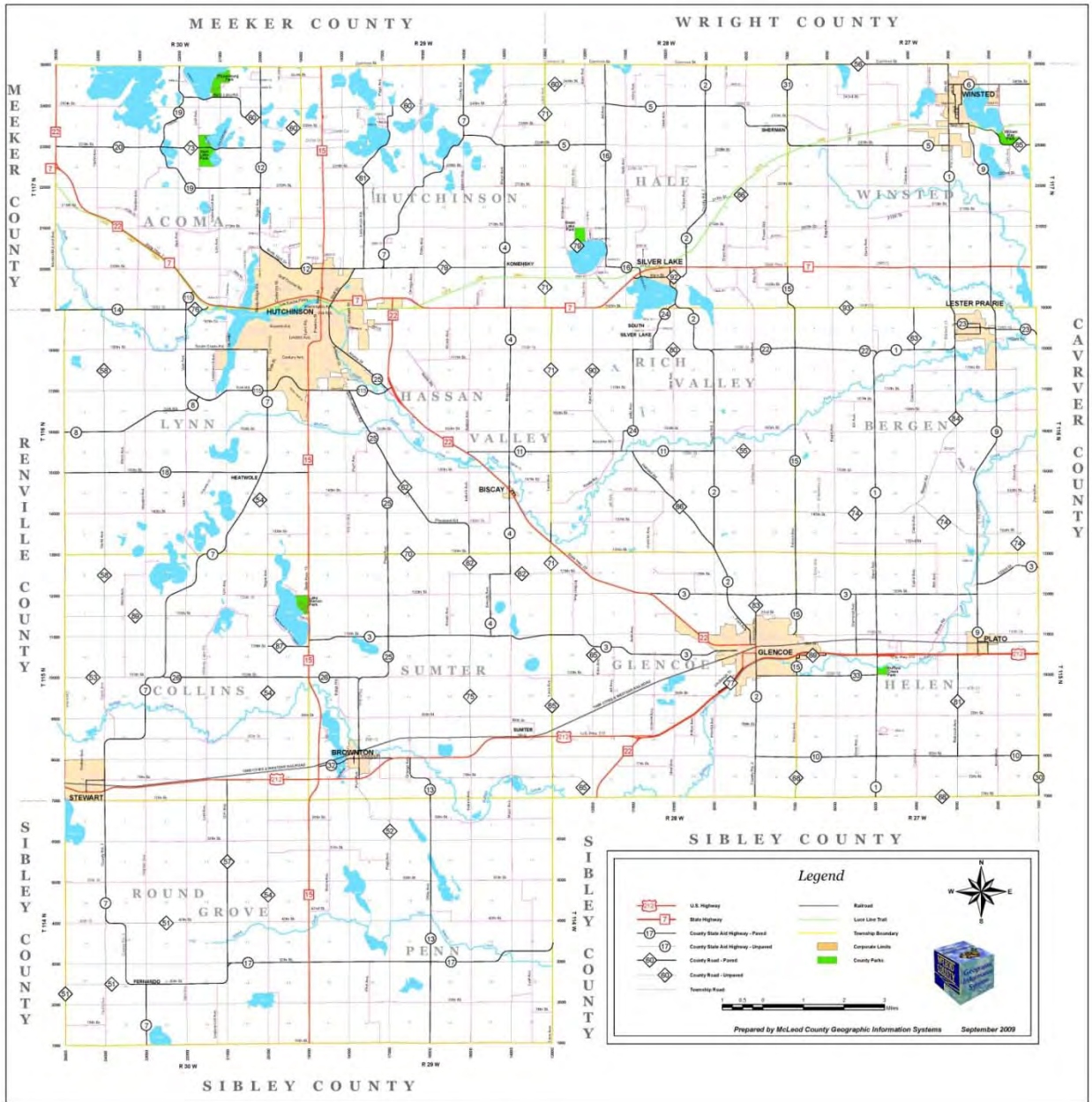


Figure 2-2: McLeod County Transportation Routes

The predominant land use in the County is cultivated agricultural land (79 percent), followed by grasslands (7.5 percent), deciduous forest (5.1 percent), and water (2.4 percent).¹ Zoning classifications within the County include Floodplain (FP), Rural Residential (R-1), Urban Expansion (U-E), Highway Business District (B-1), Limited Industrial (I-1), and Agricultural (A).

Approximately 5.1 percent, or 16,423 acres of the County is deciduous forest. Per the Minnesota Department of Natural Resources, twenty-one (21) wildlife management areas (WMA) are located throughout the County.

The County currently owns and operates six public parks, totaling 571 acres. Two of the parks are regional parks that allow overnight camping while the other four parks are considered “day parks.” These parks and their relative locations are listed below in Table 2-3.

**Table 2-3
Public Parks
McLeod County, MN**

Park	Location
Buffalo Creek Park	East of Glencoe
Lake Marion Park (regional)	South of Hutchinson
Piepenburg Park (regional)	Northwest of Hutchinson
Stahl's Lake Park	Northwest of Hutchinson
Swan Lake Park	Northwest of Silver Lake
William May Park	Southeast of Winsted

The County does not anticipate any changes to its zoning classifications or land use patterns within the next ten years.

2.1.2 Economic Conditions

The median household income for County residents in 2009 was \$53,315. This compares to the 2009 State median household income of \$55,621 and the national median household income of \$50,221 in 2009 (U.S. Census Bureau).

The current median wage for the Central Minnesota planning region is \$15.45 per hour. The projected percent change between 2009 and 2019 is 12.9 percent.²

According to the Minnesota Department of Employment and Economic Development, the unemployment rate for the Central Minnesota planning region was 5.6 percent in October 2011. The historical percentages are shown in Table 2-4.

¹ Source: McLeod County Comprehensive Local Water Plan January 2003-December 2012.

² Source: Minnesota Department of Employment and Economic Development.

**Table 2-4
Employment Data
Central Minnesota⁽¹⁾**

Annual Average	Employment Rate	Unemployment Rate
2010	91.6%	8.4%
2005	95.3%	4.7%
2000	96.6%	3.4%

⁽¹⁾ Includes the counties of Benton, Chisago, Isanti, Kanabec, Kandiyohi, McLeod, Meeker, Mille Lacs, Pine, Renville, Sherburne, Stearns, and Wright.

The largest growth industries between 2000 and 2010 were the Professional and Business Services with a growth rate of approximately 58 percent and the Education and Health Services with a growth rate of nearly 24 percent. Table 2-5 provides historical employment figures for 2000 and 2010 for various industry groups within the County.

**Table 2-5
Historical Employment ⁽¹⁾
McLeod County, MN**

Industry Group	2000	2010
Natural Resources and Mining	195	122
Construction	778	551
Manufacturing	7,484	5,081
Trade, Transportation and Utilities	3,313	3,166
Information	202	219
Financial Activities	461	458
Professional and Business Services	610	965
Education and Health Services	2,782	3,443
Leisure and Hospitality	1,263	1,206
Other Services	435	432
Public Administration	523	552
Total	18,045	16,199

⁽¹⁾ Source: Minnesota Department of Employment and Economic Development.

2.1.3 Demographic, Geographic, or Regional Constraints and Opportunities Impacting the County's Solid Waste Management System

Most of the MSW generated in McLeod County is disposed at the Spruce Ridge Resource Management Facility (SRRMF or Spruce Ridge), the only MSW landfill located in the County. (A small percentage of waste generated in the County is managed on-site; see Section 2.2.1.) The landfill is owned and operated by Waste Management, Inc. Between 2007 and 2010, the tons of County-generated MSW disposed decreased each year, most likely due to the economic downturn. Nationwide,

consumers reduced their spending which resulted in less MSW generated. That trend is reflected in the tons of County waste landfilled from 2007 through 2010, as shown in Table 2-6.

In 2011, the tonnage of County waste increased by nearly eleven percent from 2010 and the overall waste disposed at SRRMF increased by more than 37.5 percent from 2010. The large increase in out-of-county tons was attributed to the SRRMF receiving waste from Anoka and Stearns Counties (no waste was received from those counties in 2010) and an increase in tons received from Hennepin County in 2011.

Table 2-6
MSW Tons Disposed at SRRMF, 2007-2011⁽¹⁾
McLeod County, MN

	2007	2008	2009	2010	2011
McLeod County Tons	20,253	19,616	16,789	16,430	18,214
Total Tons	162,255	149,340	147,241	152,434	209,840

⁽¹⁾ Source: McLeod County MMSW Monthly Report and MSW origin data from the SRRMF.

The SRRMF is one of four landfills in Minnesota that receives a majority of the waste generated in the state. It is estimated, based on 2011 gate receipts and the current disposal rate, the remaining original permitted capacity may be filled by 2014 or 2015. At that time, the SRRMF will need to request a Certificate of Need (CON) from the MPCA to increase its permitted capacity for MSW. Any CON request will require an amendment to the County's Solid Waste Management Plan.

2.2 Solid Waste and Recyclable Materials Collection and Generation

2.2.1 Solid Waste Collection

All MSW collection in McLeod County is volume-based. Volume-based pricing for solid waste collection is a requirement of Minnesota Statute 115A.9301 and is required as part of the County's hauler licensing process. Volume-based pricing provides a financial incentive for residents and businesses to reduce the amount of waste set out for collection, which can be achieved through reuse, waste reduction, and recycling.

Residential Collection

As of 2011, residential customers in each of the cities in the County, except for Biscay, are provided municipal solid waste (MSW) collection service through municipal contract.

Most residents are billed for collection service by their respective City. The hauler under contract providing MSW collection is then reimbursed by the City. Fees range

from approximately \$8.20 to \$12.75 per month for weekly collection of 30 to 90 gallon containers of MSW and do not include yard waste collection. The collection rates charged by the haulers vary with the type and nature of service provided. The City of Hutchinson has higher rates, ranging from \$20.12 to \$39.92 per month, because the city's contract also includes the collection of organic waste.

The majority of the County's residents are offered MSW collection service through municipal contracts. The remaining residents (typically townships and rural residents) either contract directly with a private hauler for service, self-haul to the landfill, dispose of waste on-site, or illegally dispose of their waste. County solid waste staff estimate that approximately 5,000 County residents or 13.6 percent of the population do not choose to contract for collection service.

Commercial/Industrial/Institutional Collection

Waste generated by the commercial/industrial/institutional (CII) sector is collected by private haulers through a subscription arrangement or a written contract. The fees charged by the private sector vary depending on the nature of the service provided and are not typically published or available to the public.

2.2.2 Recyclable Materials Collection

Residential Recyclable Materials Collection

The collection of residential recyclable materials is provided through a contract between McLeod County and a private contractor, at no cost to the residents or the municipalities. The financial support for the collection service is paid through state SCORE funds, the County's Solid Waste Abatement fund, and a tip fee assessment at the SRRMF.

The County procured recycling service in 2005 through a competitive procurement process and is currently (2012) in the process of renegotiating that contract. Currently the contracted hauler is reimbursed for residential recycling collection service at the following rates:

- \$2.32 month/residential dwelling unit (RDU) with weekly collection services;
- \$2.06 month/multi-unit dwelling (MUD) with weekly collection services; and
- \$1.80 month/RDU and month/MUD with every other week or twice a month collection service.

The curbside recycling program generated approximately 1,186 tons of recyclable materials in 2010.

The County also compensates the Contractor for servicing carts and dumpsters at County facilities and public schools based on the number of containers, container sizes, and collection frequency.

The County contracts with a separate vendor for the collection of four rural recycling drop boxes and six township sheds which provide County residents an additional

opportunity to recycle. The drop boxes and sheds generated approximately 628 tons of recyclable materials in 2010, a 1.98 percent increase from the previous year.

CII Recyclable Materials Collection

Recyclable materials generated by the CII sector are often collected by private haulers, as part of a business' MSW collection service. The fees charged by the private sector vary depending on the volume and frequency of the service provided and are not typically published or available to the public.

2.2.3 Recyclable Materials Processing

In 2003, the County began construction of a materials recovery facility (MRF) in Hutchinson. The MRF became operational in the spring of 2004. The contracted hauler(s) that collect residential curbside and rural drop-off recyclable materials are required to bring the materials to the County's MRF for processing, per agreements with the County. In addition, residents and commercial customers are allowed to drop-off recyclable materials at the MRF at no charge.

For CII customers who deliver large volumes of old corrugated cardboard (OCC) to the MRF, the County offers a revenue sharing program. The CII customer pays a processing fee per ton of material delivered to the MRF. The County then provides the customer a fifty percent share in the market value for the OCC. The County does not provide revenue sharing for any other recyclable materials other than OCC.

A total of 3,582 tons of recyclable material were processed in 2010, generating revenue for the County of \$467,702. Annual revenue totals are based on monthly commodity market values.

Other Recycling Rebate Programs

Aluminum Beverage Can Redemption

McLeod County offers a redemption program for aluminum beverage cans and provides a drop site at the MRF for residents, businesses, and non-profit organizations to redeem their aluminum cans. Residents and businesses have the option of receiving a check for the value of their aluminum cans or they can donate their aluminum values to a non-profit organization. Non-Profit organizations can register with the program and be part of the County's Non-Profit Donation Directory which lists 501(c)3 organizations participating in the program. The Redemption Program began in 2005; recent statistics related to this program are provided in Table 2-7.

Table 2-7
Aluminum Beverage Can Redemption Statistics, 2008-2010
McLeod County, MN

	2008	2009 ⁽¹⁾	2010
Payout	\$67,853	\$46,013	\$65,365
Pounds	105,936	122,050	115,959
Participation	2,013	1,698	1,779

⁽¹⁾ Market prices for aluminum were depressed in 2009, which accounts for the decrease in payout, even though the pounds collected increased from the previous year.

School Recycling

The County has developed a School Recycling Program Policy to increase recycling awareness and education in McLeod County Schools. The County works with the schools to arrange collection contracts for recycling service and also provides collection containers. The schools are required to recycle at least four different types of recyclable materials, two of which must be fiber products (cardboard, office/mixed paper, or newspaper/magazines). The County shares 100 percent of the revenue with the schools from the sale of recyclable materials after retaining processing fees (based on tons) and transportation costs. As part of the program criteria, the schools must use at least 50 percent of the revenue received for environmental education purposes. The County suggests that the remaining funds be used for upkeep and maintenance of the recycling containers or purchasing recycled content office supplies, eco-friendly equipment, or safer substitutes in place of toxic cleaners.

Paper Drive

McLeod County also encourages non-profit organizations and groups to organize paper drives as a way to raise money. The County provides information to groups regarding scheduling an event, choosing a collection location, and advertising the event. The County provides collection containers for the event, arranges for the collection of the paper, processes and markets the materials, and disburses revenue to the organization from the sale of the paper.

2.2.4 Solid Waste Generation

Solid waste generation can be defined as the amount disposed plus the amount incinerated plus the amount composted plus the amount recycled, as illustrated in Figure 2-3. Problem materials that are not recycled are included in the amount disposed category. No solid waste from the County is currently incinerated in waste-to-energy facilities; however, there may be small quantities that are burned by residents on their properties. County staff estimate that approximately 2,099 tons per year are managed on-site, based on current population estimates. This amount is included in the on-site disposal quantity.

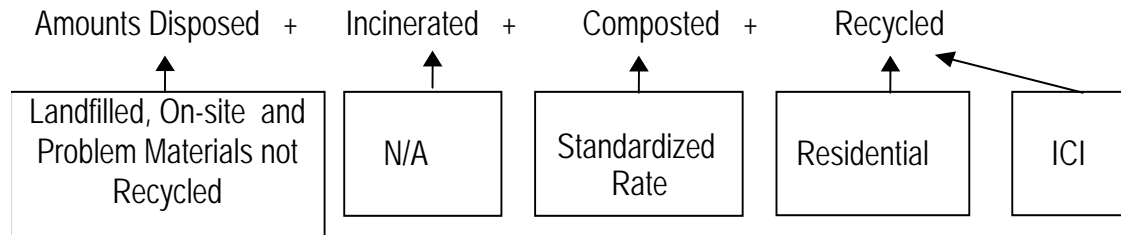


Figure 2-3: Solid Waste Generation Formula

The overall solid waste stream can be sub-divided into various sectors. For the purposes of this Plan, the County solid waste stream will be divided into residential and CII sectors. The waste stream will be broken into these two sub-streams to estimate the overall solid waste generation and per capita generation rates. The total MSW generated in McLeod County in 2010 (the base year), as calculated by the Goal-Volume Table, was 33,808 tons. The Goal-Volume Table is attached as Appendix A.

Residential Waste Generation

The residential waste generation rate was calculated to be 2.27 pounds/person/day or approximately 0.42 tons/person/year for McLeod County. Per the 2010 census, McLeod County households average 2.48 persons per household which equates to approximately 2.29 tons/household/year of MSW generated. These rates account for the amount of waste disposed plus the amount recycled. This generation rate was calculated from data contained in the Goal-Volume Table (see Appendix A). The residential discard rate was found to be 2.0 pounds/person/day by subtracting the calculated per capita residential generation rate of recyclable materials (0.27 pounds/person/day) from the overall generation rate. (The overall generation rate does not include yard waste.)

To compare the calculated discard rate of 2.0 pounds/person/day to other sources, SAIC looked at data provided to the County by the licensed waste haulers for the MSW collected from each community in 2010, as shown in Table 2-8. An average of 1.6 pounds/capita/day was the estimated residential waste discard rate, which includes problem materials that were not recycled, and excludes the quantity of yard waste and recyclable materials diverted from disposal.

**Table 2-8
2010 Hauler Data
Residential Solid Waste Disposal (Per Capita Amounts)
McLeod County, MN**

Municipality	Tons per Month	Population ⁽¹⁾	Pounds per Capita per Month	Pounds per Capita per Day
Brownnton	n/a	658	n/a	n/a
Glencoe	132	4,865	54	1.8
Hutchinson	200	12,250	33	1.1
Lester Prairie	47	1,495	62	2.1
Plato	16	276	112	3.7
Silver Lake	40	723	111	3.7
Stewart	24	493	98	3.3
Winsted	44	2,035	43	1.4
Average^(2,3)	72	3,298	73	1.6

⁽¹⁾ The population was calculated by assuming 13.6 percent of the population does not have collection.

⁽²⁾ Numbers may not add due to rounding.

⁽³⁾ The average generation rate (pounds per capita per day) was calculated by averaging the results from all communities **except** Plato, Silver Lake, and Stewart because the discard rates from those communities were unusually high so they were considered outliers.

Commercial/Industrial/Institutional Waste Generation

In 2010, McLeod County had more than 980 commercial, industrial, and institutional facilities, including federal, state and local governments, operating within the County.³ Waste generated from the CII sector is a little more than half of the solid waste generated in the County. Annual (2010) CII waste generation has been estimated at 18,594 tons, or 55 percent of the total 33,808 tons of municipal solid waste generated within the County, per the Goal-Volume Table.

2.2.5 Solid Waste Composition

In the 2000 Plan for McLeod County, the composition of the County's waste stream was estimated using the Greater Minnesota data from the 1990-1991 Minnesota Pollution Control Agency (MPCA) Solid Waste Composition Study, Part 1. (For that study, the Greater Minnesota data was comprised of results from five disposal sites located in Winona, Lyon, Itasca, Becker, and the Tri-Counties of Stearns, Sherburne and Benton.) For the 2012 Plan, SAIC used the Greater Minnesota data from the Solid Waste Management Coordinating Board (SWMCB) 2000 Minnesota Statewide MSW Composition Study (2000 Study).

The aggregated results from the rural (non-metropolitan) disposal sites that participated in the 2000 Study were used to estimate McLeod County's waste

³ Source: Minnesota Department of Employment and Economic Development.

composition. The three solid waste facilities whose waste sort data was used to represent Greater Minnesota in the 2000 Study included:

- Polk County's Waste-to-Energy facility in Fosston, MN;
- Prairieland MSW Compost Facility in Truman, MN; and
- St. Louis County's Landfill in Virginia, MN.

The results of Greater Minnesota's MSW composition are provided in Table 2-9.

Table 2-9
Greater Minnesota MSW Composition (2000)⁽¹⁾
Percentage Estimates of Materials in MSW (by weight)

	Material Categories	Average (%)
Paper	Newsprint (ONP)	4.3%
	High Grade Office	3.1
	Magazines/Catalogs	2.7
	Uncoated OCC – recyclable	4.6
	Uncoated OCC - nonrecyclable	0.5
	Coated OCC	0.3
	Boxboard	2.8
	Mixed Paper – recyclable	5.3
	Mixed Paper – nonrecyclable	10.8
		Total Paper
Plastic	PET Bottles/Jars – clear	0.5%
	PET Bottles/Jars – colored	0.4
	Other PET	0.0
	HDPE Bottles – natural	0.3
	HDPE Bottles – colored	0.3
	PVC	0.1
	Polystyrene	0.9
	Film – transport packaging	0.2
	Other Film	4.4
	Other Containers	0.5
	Other non-containers	4.2
	Total Plastic	11.7%
Metals	Aluminum Beverage Containers	0.9%
	Other Aluminum	0.5
	Ferrous Containers	1.3
	Other Ferrous	3.3
	Other Non-Ferrous	0.1
		Total Metals

Table 2-9
Greater Minnesota MSW Composition (2000)⁽¹⁾
Percentage Estimates of Materials in MSW (by weight)

	Material Categories	Average (%)
Glass	Clear Containers	1.6%
	Green Containers	0.4
	Brown Containers	0.5
	Other Glass	0.5
	Total Glass	3.0%
Organic Materials	Yard Waste – Grass & Leaves	1.7%
	Yard Waste – woody material	0.1
	Food Waste	14.5
	Wood Pallets	0.4
	Treated Wood	1.6
	Untreated Wood	1.1
	Diapers	2.7
	Other Organic Material	0.9
	Total Organic Materials	22.9%
Problem Materials	Televisions	0.0%
	Computer Monitors	0.0
	Computer Equipment/Peripherals	0.0
	Electric & Electronic Products	1.9
	Batteries	0.1
	Other	0.0
	Total Problem Materials	2.0%
HHW	Latex Paint	0.0%
	Oil Paint	0.1
	Unused Pesti/Fungi/Herbicide	0.0
	Unused Cleaners & Solvents	0.0
	Compressed Fuel Containers	0.0
	Automotive – Antifreeze	0.0
	Automotive – Used oil filters	0.1
	Other	0.6
	Total HHW	1.0%
Other Waste	Textiles	3.4%
	Carpet	1.5
	Sharps & Infectious Waste	0.0
	Rubber	0.7
	Construction & Demolition Debris	3.2
	Household Bulky Items	2.9
	Empty HHW Containers	0.7
	Miscellaneous	6.7
	Total Other Waste	19.1%
TOTAL⁽²⁾	100.0%	

⁽¹⁾ Source: Greater MN data from SWMCB 2000 Minnesota Statewide MSW

⁽²⁾ Totals may not sum due to rounding.

The Greater Minnesota results from the 2000 Study were used as a basis for characterizing McLeod County's waste stream. The results of the waste characterization study only reflect the quantity of materials that were discarded. Therefore, the quantities of materials diverted from disposal must be added to the materials discarded to derive a total waste composition generation estimate.

Based upon the 2010 SCORE report data and the survey of major CII generators, SAIC has calculated the additional quantities of materials that were diverted from disposal (see Table 2-10). The characterization shown in Table 2-10 was then reviewed for reasonableness based upon waste characterization data gathered from SAIC's actual waste characterization studies for various residential and commercial generators throughout North America. The resulting characterization was reasonable based upon the types of generators within the County. However, it should be noted that the accuracy of the characterization is limited and an actual County waste audit should be conducted to enhance the accuracy of the waste characterization prior to any facility implementation.

**Table 2-10
McLeod County MSW Characterization**

Categories	Estimated Percentage of Materials Discarded ⁽¹⁾	Estimated Quantity of Materials Discarded ⁽²⁾ (TPY)	Estimated Quantity of Materials Recovered ⁽³⁾ (TPY)	Total Quantity of Materials Generated ⁽⁴⁾	Estimated Percentage of Materials Generated
Paper	34.2%	6,337	3,965	10,302	30%
Plastic	11.7%	2,168	3,789	5,957	18%
Metals	6.0%	1,112	2,219	3,330	10%
Glass	3.0%	556	346	902	3%
Organic Materials	23.0%	4,262	2,148	6,410	19%
Problem Materials, HHW, and Other Waste	22.1%	4,095	2,812	6,907	21%
Total⁽⁵⁾	100.0%	18,529	15,279	33,808	100%

⁽¹⁾ Averages from the SWMCB Minnesota Statewide MSW Composition Study, Greater Minnesota Results, 2000.

⁽²⁾ Calculated by multiplying the percentages in the column "Estimated Percentage of Materials Discarded" by the County's 2010 tons discarded as calculated in the Goal-Volume Table.

⁽³⁾ Sources: MPCA 2010 SCORE Report and the Goal-Volume-Table.

⁽⁴⁾ Materials discarded plus materials recovered.

⁽⁵⁾ Totals may not sum due to rounding.

2.2.6 Solid Waste Collection and Generation Constraints and Opportunities Impacting the County's Solid Waste Management System

The County does not anticipate changes to the MSW collection system in McLeod County that would impact its solid waste management system. In addition, the County does not anticipate constraints on the system due to waste generation. Per the Goal-Volume Table, the tonnage of MSW generated by McLeod County residents may increase by approximately 2,857 tons in the next ten years, an 8.45 percent increase from tons generated in 2010.

The County's solid waste management system may be impacted by the following:

- Enforcement of MN Statute 473.848 – Restriction on Disposal.⁴ This statute pertains to the MSW generated in the metropolitan area (the six counties that include and surround the Cities of Minneapolis and St. Paul). The statute states:

“a person may not dispose of unprocessed mixed municipal solid waste generated in the metropolitan area at a waste disposal facility unless the waste disposal facility meets the standards in section 473.849⁵ and:

(1) the waste has been certified as unprocessable by a county under subdivision 2; or

(2)(i) the waste has been transferred to the disposal facility from a resource recovery facility;

(ii) no other resource recovery facility serving the metropolitan area is capable of processing the waste; and

(iii) the waste has been certified as unprocessable by the operator of the resource recovery facility under subdivision 3.”

Per the statute, “waste is ‘unprocessed’ if it has not, after collection and before disposal, undergone separation of materials for resource recovery through recycling, incineration for energy production, production and use of refuse-derived fuel, composting, or any combination of these processes so that the weight of the waste remaining that must be disposed of in a mixed municipal solid waste disposal facility is not more than 35 percent of the weight before processing, on an annual average.”

In 2011, approximately 35 percent of the MSW received at the SRRMF was generated in the metropolitan counties of Anoka, Carver, and Hennepin. The enforcement of this statute may affect the quantities of metro-generated waste received at the SRRMF, however at the time of this writing, the breadth of the affect is uncertain.

⁴ Source: MN Office of the Revisor of Statutes. <https://www.revisor.mn.gov/statutes/?id=473.848>

⁵ Source: MN Office of the Revisor of Statutes. <https://www.revisor.mn.gov/statutes/?id=473.849>

Per discussions with the SRRMF staff for the Goal-Volume Table (Appendix A), it was estimated that in 2013, no waste would be delivered to the SRRMF from the metropolitan counties of Anoka or Hennepin. However, Spruce Ridge estimated it would continue to accept waste from Carver County.

- MPCA’s Metropolitan Solid Waste Management Policy Plan, 2010-2030. If Spruce Ridge continues to receive waste from the Twin Cities’ metropolitan counties, the quantities may be reduced if the metro counties meet the mandated goals set forth in the MPCA’s Metro Policy Plan. The plan’s objectives are provided below in Table 2-11.

Table 2-11
Metropolitan Solid Waste Management Policy Plan 2010-2030
Metropolitan System Objectives

	2015	2030
Recycling	45-48%	53-60%
Organics Recovery	3-6%	9-15%
Source Reduction	1-2%	4-6%

- A landfill expansion proposed by neighboring Wright County. Because the expansion has not been permitted at the time this Plan was written, the breadth of the impact is unknown.

The impacts to the County if less waste was disposed at the SRRMF may include, but not be limited to, the following:

- Less tonnage disposed would result in a reduction in County tip fees and solid waste abatement fees paid to the County by Spruce Ridge. The reduction in funds could affect the County’s ability to fund its recycling and waste diversion programs, although some of the expenses are offset by the revenues the County receives from the sale of recyclable materials processed at the MRF.
- Less tonnage disposed may result in less methane gas production. Currently the methane gas is collected, converted to electricity, and supplies Glencoe Light and Power with thirty percent of their electricity needs.

2.3 Construction and Demolition Debris Generation

Generally, the amount of construction and demolition (C&D) debris in the waste stream varies considerably over time because the quantities disposed are directly influenced by the economy and the scope of residential and commercial building activities.

Presently, there are three C&D disposal sites located in McLeod County:

1. Hansen Demolition Landfill located approximately six miles west of Hutchinson;
2. SRRMF located approximately seven miles northwest of Glencoe; and

3. Waste Management Demolition Landfill located in Lynn Township.

The three demolition landfills accept C&D waste from a large region, including counties other than McLeod. None of the three sites track the origin of the waste so it is unknown how much of the waste is generated in McLeod County. SAIC used a national generation rate of 1.7 pounds of C&D waste per person per day⁶ to estimate the amount of C&D waste generated in the County. Based on the 2010 population estimate⁷ of 36,651, approximately 621 pounds of C&D waste is generated per capita per year or 11,371 total tons per year. The C&D quantities are reported in cubic yards in the Goal-Volume Table (see Appendix A). Using the MPCA's conversion factor of 460 pounds per cubic yard, this equates to 49,439 cubic yards of C&D waste generated in 2010.

Using the population projections from the Goal-Volume Table, the future C&D debris quantities estimated to be generated in the County are shown in Table 2-12.

Table 2-12
Construction & Demolition Debris
Projected Generation (in Tons)
McLeod County, MN

Year	Tons
2011	11,472
2012	11,574
2013	11,677
2014	11,781
2015	11,886
2016	11,974
2017	12,063
2018	12,152
2019	12,242
2020	12,332

2.4 Major CII Generators

Although the County is generally considered a rural county, it has several major businesses that contribute significantly to the County's total waste generation. The larger businesses were contacted by the County in an effort to estimate the quantities of waste generated in 2010 by the major CII generators. It was determined that eight of the largest businesses in the County collectively generated approximately 12,675

⁶ The per capita generation rate of 1.7 pounds per person per day is an average of the range reported by the U.S. EPA of 1.04 and 2.3 lbs/person/day. It is also the average estimated by consulting firm DSM Environmental Services, Inc. as reported in their 2008 report, "2007 Massachusetts Construction and Demolition Debris Industry Study."

⁷ Source: Minnesota State Demographic Center

tons of solid waste, or 68 percent of the total waste generated by the CII sector in 2010, as shown in Table 2-13.

Table 2-13
Major CII Generators and MSW Tons Generated in 2010
McLeod County, MN

Business	Estimated MSW Tons Generated ⁽¹⁾
3M	10,000
Walmart ⁽²⁾	978
Target ⁽²⁾	666
EconoFoods	257
Hutchinson Technology	240
Tim Purcell Plumbing	234
Hutchinson Telephone Co	187
Tetra Pak	113
TOTAL	12,675

⁽¹⁾ Source: McLeod County Major Waste Generator Survey, 2011 (for all generators except Walmart and Target).

⁽²⁾ Estimate based on square footage of stores. Source: R. W. Beck study, 2006.

Estimates of the quantities and types of solid waste generated by the major CII generators are provided in Table 2-14.

Table 2-14
MSW Tons Generated by Major CII Generators, by Material Type⁽¹⁾
McLeod County, MN

	3M	Walmart ⁽²⁾	Target ⁽²⁾	Econo Foods	Hutch Tech	T. Purcell Plumbing	Hutch Tele	Tetra Pak
Paper								
OCC	200	32	64	108	-	35	-	-
Office	100	41	31	-	-	12	150	-
Other	1,000	148	125	-	12	12	19	-
Glass	-	7	11	-	12	12	9	-
Plastics	7,000	204	86	33	36	94	9	28
Metals								
Ferrous	200	68	47	-	-	70	-	-
Non-ferrous	500	31	7	-	-	-	-	-
Organics								
Yard Waste	-	0	13	-	-	-	-	-
Food	100	278	103	103	24	-	-	-
Lumber	50	77	64	13	24	-	-	-
Other								
Rubber	-	7	3	-	-	-	-	-
Textiles	-	7	12	-	-	-	-	-
Misc.	850	77	101	-	132	-	-	84
Total⁽³⁾	10,000	978	666	257	240	234	187	113

⁽¹⁾ Source: McLeod County Major Waste Generator Survey, 2011 (for all generators except Walmart and Target).

⁽²⁾ Source: R. W. Beck study, 2006.

⁽³⁾ Totals may not sum due to rounding.

2.5 Solid Waste Planning History

2.5.1 Current local and regional planning activities

Currently McLeod County works with other counties to provide recycling assistance. Listed below are some examples of the County's regional recycling and waste diversion activities.

Paper Drives

As described earlier in Section 2.2.3, the County provides information to groups regarding scheduling a paper drive, choosing a collection location, and advertising the event. The County provides collection containers for the event, arranges for the collection of the paper, processes and markets the materials, and disburses revenue to the organization from the sale of the paper. The County has arranged paper recycling drives in neighboring counties including Meeker, Wright, Sibley, Carver, and Renville.

Polyseed Bag Recycling

McLeod County provides collection bins at farmers' co-ops and businesses (located in and out of the County) for polyseed (agricultural) bag recycling. The County picks up the bags and transports them to the MRF where they are processed and marketed to an end-user.

Commercial Recycling

As discussed earlier in this section, the County processes recyclable materials from CII generators, some of which are located outside of McLeod County.

HHW

McLeod County has a reciprocity agreement with Sibley County and accepts HHW from Sibley County residents at the County's HHW facility. (The County's HHW program is described in detail in Section 5.2.13 of this Plan.)

Recyclable Material Processing

County staff are currently discussing with other counties the possibility of McLeod County processing recyclable materials generated in neighboring counties.

Waste Tire Collection

The County is considering providing a year-round option for the collection of waste tires at its current Solid Waste Department facility in Hutchinson, rather than collecting tires just once per year.

Mattress Recycling

The County is currently researching the feasibility of mattress recycling in McLeod County, similar to the Goodwill Industries program in Duluth, Minnesota.

2.5.2 Past impediments or barriers to the development of projects on a regional basis

Barriers to the development or expansion of projects on a regional basis in the past have included the following:

- **Funding.** With budget cuts, many government entities do not have the funds to expand solid waste and recycling programs, much less develop new programs.
- **Geography.** Because of McLeod County's location in the state, transportation costs can sometimes be prohibitive when it comes to moving recyclable materials to end markets. Even distances or locations within the County can be prohibitive. For example, the County previously (2003) contracted for grinding and transportation of yard waste collected from eight municipal yard waste sites to be processed at the City of Hutchinson's Compost Facility (Creekside Soils). The number of sites for which the County contracts for grinding has decreased from eight to two: Winsted and Glencoe.
- **Capital Costs.** The costs to increase recycling facility space or purchase new processing equipment are often prohibitive to expanding the County's programs.

2.5.3 Resolution of conflicting, duplicative, or overlapping local solid waste management efforts

There has not been much overlap in local solid waste management efforts, so there are no conflicts or duplicative issues to report. The solid waste tip fee assessment charged at the SRRMF has allowed the County to operate its programs independently and not rely on other counties for support.

As noted in Section 2.5.1, McLeod County is currently involved with many recycling projects that benefit the region, not just the County.

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Section 3

Existing Integrated Solid Waste Management System

3.1 Policy and Goals

County Solid Waste Management Goals

The County solid waste management goals are the following:

- Ensure the establishment and operation of a solid waste management system that minimizes environmental risks, provides an environmentally safe disposal method, maximizes the recovery of recyclable materials, and minimizes total costs to the citizen.
- Utilize solid waste management systems to conserve natural resources to the greatest extent possible.
- Reduce the annual per capita quantity of solid waste generated in the County.
- Continue to monitor and enforce volume-based pricing and source separation of recyclable materials and compostable waste in the residential and commercial/industrial/institutional (CII) sectors.
- Implement technically reliable solid waste systems that are economically feasible to the County and its residents.
- Utilize County staff to plan, coordinate, and enforce solid waste management program activities defined in the Plan while encouraging private industry to carry out the programs.
- Plan, finance and implement annual solid waste public education/public awareness programs consistent with the Plan.
- Research feasibility of County-operated residential curbside recycling collection service.
- Continue to expand recycling services and support waste reduction activities.

3.2 History of System Development

Planning History

In the mid 1980's, the County, along with the three other counties of Kandiyohi, Meeker, and Renville, initiated regional solid waste planning efforts through Region VI East or the Mid-Minnesota Development Commission ("Commission"). The Commission conducted an informal review of the existing solid waste management system for the four counties in 1984. This effort led to preliminary discussions by several counties within the region, including these four, concerning long-term solid waste management goals. However, in late 1986, the County chose to pursue its

immediate solid waste management needs on its own and not work within a regional context. The County had its own landfill that could provide the County's long-term disposal needs.

A County Solid Waste Advisory Commission ("SWAC") was created in 1985 and has played an influential role for more than twenty-five years in the County's program development for solid waste management. Section 5.4.3 of the Plan includes a discussion of the composition and responsibilities of the SWAC.

McLeod Landfill was established in the early 1970's under a McLeod County Conditional Use Permit (No. 5-69) and an MPCA permit (Mo. SW-6). The facility provided essential local service through the mid 1980's, when it was placed up for sale by its owners, Bullert Construction Company. County staff, with assistance from the SWAC, assessed the potential purchase of the County Landfill in 1987. The County ultimately decided not to purchase the landfill.

Timothy and Phil Schweizer purchased the landfill from Bullert Construction and changed the name to Spruce Ridge Resource Management Facility (SRRMF or Spruce Ridge). After several years of operation, SRRMF changed hands in 1992 when it was sold to Sanifill, Incorporated of Houston, Texas.

In 1993, Sanifill constructed the first lined cells for MSW disposal at the site. The lined cell had a state-of-the-art leachate collection system and methane venting system. The SRRMF began to accept increasingly large amounts of waste from other counties in late 1993.

Sanifill later merged with USA Waste. USA Waste then purchased the assets of WMX and adopted the business name of Waste Management, Incorporated.

In 1988 with the passage of the SCORE legislation, the SWAC took the lead to provide an opportunity for all residents in the County to recycle. With guidance from the SWAC, the County was successful in providing all residents with an opportunity to recycle through municipal curbside collection and/or drop-off centers throughout the County by 1992.

In 1991, the County entered into a regional household hazardous waste (HHW) management program sponsored by the Tri-County Waste Management Commission ("Tri-County Commission") under the direction of the MPCA. This program provided a conduit for funding to the County for HHW management and an opportunity for the County residents to have access to a permanent collection facility in St. Cloud. The SWAC has been instrumental in the planning and implementation of the County's HHW program. Beginning in 1989, the County sponsored a HHW one day collection event. As outlined above, the County entered into a HHW program with the Tri-County Commission in 1991 under the direction of the SWAC. As required by the MPCA, in 1993 the County Board adopted a formal HHW education plan. The plan was developed by the staff with direct assistance from the SWAC. Accompanying the Board's adoption of the education plan, the SWAC assessed the various methods for abatement of HHW and recommended the siting and development of a permanent collection facility. A facility was built in 1994 located in the City of Hutchinson.

In 2000, the County developed a new, permanent HHW collection facility, supplemented by mobile collections, to better serve County residents. The permanent HHW collection facility is located at the same site as the MRF and County Solid Waste Management Department offices offering an integrated solid waste management facility.

In the spring of 1994, the City of Hutchinson approached the SWAC requesting support for the development of a co-composting facility that would compost bio-solids and the organic segment of the solid waste stream. The SWAC responded by identifying a process to assess the City's proposal in the context of the County's goal of maximizing landfill abatement. In January 1998, the City of Hutchinson submitted a preliminary grant application to the Minnesota Office of Environmental Assistance (OEA, now the MPCA) for funding through a Capital Assistance Program grant. The City also submitted an application for funding to the County in March 1998. Both grants were approved. The Creekside Organic Material Processing Facility (Creekside Compost Facility or Creekside) began operations in 2001.

The County has a service agreement with the City of Hutchinson to provide processing and composting services for yard waste generated by the municipalities within the County. While the City of Hutchinson has added the collection of food waste and non-recyclable paper to its curbside residential program, the other municipalities in the County do not have this service.

In 2002, the County began a comprehensive evaluation and planning effort that resulted in the design and construction of a new MRF. The MRF became operational in early 2004 and provides recyclable materials processing and marketing services for recyclable materials collected throughout the County.

In 2005, the County entered into an agreement with Waste Management, Inc. to provide County-wide collection of curbside recyclable materials and for those materials to be directed to the new MRF. The objective of this approach was to enhance the overall quantities of recyclable materials set out for collection. Until this change, the municipalities contracted directly with private haulers for collection and processing of their recyclable materials and the County reimbursed the municipalities for the recycling service. The use of a county-wide service agreement offers an opportunity to create a more uniform and consistent recycling program throughout the County.

In addition, in 2005 the County implemented a program that provides appliance and electronics recycling opportunities for all residents through a combination of collection events and drop-off collection opportunities.

The initial McLeod County Solid Waste Management Plan was approved in August 1990. The first update was completed in 1994 and in May of 1999, the County retained SAIC (formerly R. W. Beck) to assist in the development of the second update.

3.3 Description of Existing Resource Recovery Programs or Facilities in Use

Currently there are three resource recovery facilities in use in McLeod County:

- McLeod County HHW Facility;
- Creekside Soils Composting Facility; and
- McLeod County MRF.

A description of each is provided below.

3.3.1 McLeod County HHW Facility

The County constructed a permanent Household Hazardous Waste (HHW) Facility in the spring of 1994. This facility has had higher than expected participation. To accommodate the growing participation, the County purchased an existing building, containing both warehouse and office space, and remodeled the west side of the building into a 5,000 square foot HHW Facility. This Facility became operational in September of 2000, and has continued to see participation increase each year.

The County's HHW Facility is open year round for the collection of residential HHW as well as hazardous waste from very small quantity generators (VSQGs). In addition, the County operates a mobile HHW unit to periodically collect HHW from all municipalities in the County, except Hutchinson (where the permanent facility is located).

A Product Exchange is operated at the HHW Facility where products such as latex and oil-based paints, paint thinners, varnish removers, cleaning products, automotive items, etc. are available to the public at no charge. The Product Exchange program was more accurately renamed the Freeuse Center in 2010.

In 2011, the HHW Facility installed a large door connecting the current HHW Facility with the warehouse. This addition has allowed the HHW program to meet the growing needs of the program by creating an area for storage of non-regulated items; allows for the recycling of miscellaneous materials including expanded polystyrene, plastic paint pails, drums, and packing supplies; and allows for the safe loading of HHW for shipments.

3.3.2 Creekside Soils

The Creekside Compost Facility is an enterprise operation owned by the City of Hutchinson. McLeod County serves as a funding source for site monitoring and has an agreement with Creekside for the grinding and processing of yard waste from two municipal collection sites as well as transportation of yard waste from all municipal sites to Creekside's facility in Hutchinson.

The facility is located one mile southwest of the City of Hutchinson's wastewater treatment facility. The site is situated on 76 acres owned by the City of Hutchinson and the compost operation utilizes 24 of those acres.

Background

The City of Hutchinson operates the composting facility and accepts yard waste, source-separated food waste, and paper. Since opening in 2001, the facility receives and processes organic material from both residential and CII waste generators. The City is pursuing an expansion of the facility to accommodate higher volumes of material, with a long-term objective of processing source-separated organic material from throughout the County and potentially other counties.

Sources of Feedstock

The materials for the composting operations are collected from several sources including:

- Residential yard waste;
- Residential curbside organics (food waste, yard waste, non-recyclable paper and cardboard); and
- Organic waste from CII generators.

Residential Yard Waste

All communities in the County own and operate yard waste drop-off sites. The County previously (2003) contracted for grinding and transportation of yard waste collected from eight municipal yard waste sites to be processed at Creekside. The number of sites for which the County contracts for grinding has decreased from eight to two: Winsted and Glencoe. An additional source of residential yard waste comes from the City of Hutchinson's biannual curbside collection of yard waste.

Residential Curbside Organics

The City of Hutchinson offers a collection program for its residents for the curbside collection of organic waste. As part of this program, residents separate their materials into three streams:

1. Non-compostable and non-recyclable materials (MSW);
2. Source-separated organics such as corrugated cardboard, non-recyclable paper, food waste (placed in biodegradable compost bags), and yard waste; and
3. Recyclable materials.

Organic Waste from CII Generators

Commercial and institutional organics are collected from select participants in the City of Hutchinson and outside of Hutchinson where collection programs are offered by private haulers.

Composting Process

The Creekside Compost Facility uses an in-vessel system for active composting and concrete pads for curing the compost.

There are two building on the site: Building 1 is the tip building that houses the operation of mixing the source-separated organics. Building 2 is the bagging building where over 20 different products (e.g., compost, potting soil, colored mulch) are packaged and marketed in the five-state area.

The Creekside Compost Facility operations utilize the following types of equipment:

- 4 front end loaders
- 3 semi-tractors
- 5 walking floor trailers
- 3 stacking conveyors
- 2 forklifts
- 3 skid loaders
- 1 compost turner
- 1 horizontal grinder
- 1 roll-off truck
- 2 compost screeners

Marketing

The finished compost is marketed in both bulk and bagged form and sold in the five-state area by a private marketing firm.

Public Education

The City of Hutchinson has developed a public education program for their residential curbside source-separated organics collection program. The public education program includes:

- Letters to each participant;
- Information published in the City-wide newsletter;
- Information on the City's website; and
- Presentations to schools, community groups, and groups outside of Hutchinson.

3.3.3 McLeod County MRF

In 2003, the County began construction of a materials recovery facility (MRF) in Hutchinson. The MRF became operational in the spring of 2004. The contracted hauler(s) that collect residential curbside and rural drop-off recyclable materials are required to bring the materials to the County's MRF for processing, per agreements

with the County. In addition, residents and commercial customers are allowed to drop-off recyclable materials at the MRF at no charge.

For CII customers who deliver large volumes of old corrugated cardboard (OCC) to the MRF, the County offers a revenue sharing program. The CII customer pays a processing fee per ton of material delivered to the MRF. The County then provides the customer a fifty percent share in the market value for the OCC. The County does not provide revenue sharing for any other recyclable materials other than OCC.

The initial operations of the MRF in 2004 required a full-time Recycling Manager and a full-time Recycling Operator. A Redemption Operator was added in 2006 to oversee the aluminum redemption program and assist the manager and operator on the MRF floor. In 2007, the Recycling Operator position evolved into the Truck Driver position to transport and market recyclable materials and the Redemption Operator became the Recycling Operator. In 2009, the Truck Driver position was renamed the Transportation and Quality Control Coordinator to also oversee the warehouse and stage commodities in collaboration with the Recycling Manager.

In addition to County staff, McLeod County contracts with West Central Industries, a nonprofit program that provides opportunities for individuals with disabilities through training and rehabilitation. Six workers plus a supervisor from West Central Industries assist with daily MRF operations, primarily with sorting recyclable materials. On occasion, the County will also utilize sentence-to-serve workers for various tasks at the MRF.

3.4 Description of Land Disposal Facilities in Use

The Spruce Ridge Resource Management Facility (SRRMF), located approximately seven miles northwest of Glencoe on US Highway 22, is of key importance to the County. Private ownership of the landfill has provided more than 25 years of economic waste disposal. The SRRMF has become one of the largest landfills in the state of Minnesota and the County continues to work with Spruce Ridge to extend the life of the landfill to ensure a continued resource for the community.

The waste haulers licensed in the County generally utilize SRRMF for waste disposal. The landfill is privately owned and operated by Waste Management, Inc. The SRRMF serves not only the County of McLeod, but also accepts MSW from more than 25 counties within the State of Minnesota.

The per ton tip fee at the landfill is \$66.14. The tip fee is comprised of a \$45.00 base fee, 17 percent Solid Waste Management Tax of \$7.65, \$6.66 Greater Minnesota Landfill Clean-up Fee, \$3.50 County fee, and \$3.33 Rich Valley Township fee.

Spruce Ridge operates an on-site collection center for problem wastes (i.e., tires, appliances, electronics, C&D debris, etc.) as well as recyclable materials. No processing other than bulking/baling occurs at SRRMF. Signs at the gate clearly indicate that problem materials, including hazardous wastes, are prohibited from entering the facility. All landfill operators are MPCA-certified to recognize problem materials.

The SRRMF has had an active gas collection system in place since 1996. Additions to the system were made in 1997, 1998, 2005, and 2007. In 2007, the SRRMF completed construction of a landfill gas-to-energy facility located in the northeast corner of the landfill property and began operations in April 2008. Currently the methane gas is collected, converted to electricity, and supplies Glencoe Light and Power with thirty percent of their electricity needs.

Prior to 1997, all leachate from the landfill was collected and transported to the Metropolitan Council Environmental Services (MCES) facility in St. Paul for disposal and treatment. A recirculation pilot project was initiated in 1997 and since then, a large percentage of the leachate has been managed on-site through recirculation back into the waste. In 2010 the SRRMF completed construction of a 220,000-gallon above ground leachate storage tank. The leachate is either transported to the MCES facility in St. Paul for disposal and treatment or recirculated into specific landfill cells as part of the MPCA-approved bioreactor project.

In September 2006, the MPCA authorized the SRRMF to operate a section of the landfill as a bioreactor demonstration/research project. The project was extended for three additional years in 2009 and currently the SRRMF bioreacts up to 1.42 million cubic yards of waste.

According to the Solid Waste Land Disposal Facility 2011 Annual Report for the SRRMF,¹ the remaining ultimate capacity (airspace including final cover) for the MSW disposal area was 2,903,127 cubic yards, or 10.85 years of remaining ultimate operating life from the date of the last annual site survey, September 29, 2011. The remaining ultimate capacity for the demolition disposal area was over 15.2 million cubic yards or 112.13 years of remaining operating life.

The most recent re-permit application was submitted to the MPCA in April 2009 by the SRRMF. As part of the re-permit 5-year cycle, the next permit renewal should be submitted in 2014.

3.5 Costs Associated with Operating and Maintaining the Existing System

A detailed estimate of McLeod County's solid waste management costs and revenues for the ten-year planning period can be found in the solid waste budget attached as Appendix B to this Plan. For 2012, the County estimated its expenses for solid waste administration, abatement, recycling, and HHW programs at \$1.7 million.

Creekside Soils and the SRRMF are privately owned and operated facilities. The County's financial commitment includes the following:

- Creekside – The County provides site monitoring reimbursements to Creekside at an amount not to exceed \$29,466 per year and has an agreement with Creekside for the grinding and transportation of yard waste from two municipal collection sites as

¹ Submitted by Waste Management to the MPCA in January 2012.

well as transportation of yard waste from all municipal sites to Creekside’s facility in Hutchinson.

- SRRMF – The County actively monitors fourteen wells around the landfill at a cost of \$2,600 annually. These wells are tested for volatile organic compounds (VOCs) in the spring and fall and for organics and heavy metals in the summer.

3.6 Summary of Achievements, Opportunities, Challenges, or Problems with the Existing System

Market and Economic Conditions Related to MSW

As discussed in Section 2 of the Plan, most of the MSW generated in McLeod County is disposed at the Spruce Ridge Resource Management Facility (SRRMF), the only MSW landfill located in the County. As shown in Table 3-1, between 2007 and 2010, the tons of County-generated MSW disposed decreased each year, most likely due to the economic downturn.

In 2011, the tonnage of County waste increased by nearly eleven percent from 2010 and the overall waste disposed at SRRMF increased by more than 37.5 percent from 2010, as shown in Table 3-1. The large increase in out-of-county tons was attributed to the SRRMF receiving waste from Anoka and Stearns Counties (no waste was received from those counties in 2010) and an increase in tons received from Hennepin County in 2011.

Table 3-1
MSW Tons Disposed at SRRMF, 2007-2011⁽¹⁾
McLeod County, MN

	2007	2008	2009	2010	2011
McLeod County Tons	20,253	19,616	16,789	16,430	18,214
Total Tons	162,255	149,340	147,241	152,434	209,840

⁽¹⁾ Source: McLeod County MMSW Monthly Report and MSW origin data from the SRRMF.

In 2011, approximately 35 percent of the MSW received at the SRRMF was generated in the metropolitan counties of Anoka, Carver, and Hennepin. The enforcement of MN Statute 473.848 – Restriction on Disposal² (the statute pertaining to MSW generated in the Minneapolis-St. Paul metropolitan area), may affect the quantities of metro-generated waste received at the SRRMF, however at the time of this writing, the breadth of the affect is uncertain.

Per discussions with the SRRMF staff for the Goal-Volume Table (Appendix A), it was estimated that in 2013, no waste would be delivered to the SRRMF from the metropolitan counties of Anoka or Hennepin. However, Spruce Ridge estimated it would continue to accept waste from Carver County.

² Source: MN Office of the Revisor of Statutes. <https://www.revisor.mn.gov/statutes/?id=473.848>

The tonnage of MSW generated by McLeod County residents may increase by approximately 2,857 tons in the next ten years, an 8.45 percent increase from tons generated in 2010, per the Goal-Volume Table (Appendix A).

McLeod County receives a tip fee and an abatement fee per ton for all of the MSW disposed at the SRRMF, not just the tons generated by County residents and businesses. The revenue received from these fees for the last five years is shown in Table 3-2.

Table 3-2
McLeod County Landfill Revenue, 2007-2011⁽¹⁾
McLeod County, MN

	2007	2008	2009	2010	2011
Tip Fee ⁽²⁾	\$243,383	\$224,009	\$220,862	\$230,025	\$317,390
Abatement Fee ⁽³⁾	\$1,080,620	\$994,601	\$980,628	\$1,021,311	\$1,409,212

⁽¹⁾ Source: McLeod County staff.

⁽²⁾ Based on a tip fee of \$1.50 per ton. In November 2012, the County Board approved an increase of the Solid Waste tip fee by \$2.00 which resulted in a total of \$3.50 per ton.

⁽³⁾ Based on an abatement fee of \$6.66 per ton.

If the tonnage disposed at Spruce Ridge declines, so does a portion of the County's source of funding for its waste abatement programs. As discussed in Section 2, the impacts to the County if less waste was disposed at the SRRMF may include, but not be limited to, the following:

- Less tonnage disposed would result in a reduction in County tip fees and solid waste abatement fees paid to the County by Spruce Ridge. The reduction in funds could affect the County's ability to fund its recycling and waste diversion programs, although some of the expenses are offset by the revenues the County receives from the sale of recyclable materials processed at the MRF.
- Less tonnage disposed may result in less methane gas production. Currently the methane gas is collected, converted to electricity, and supplies Glencoe Light and Power with thirty percent of their electricity needs.

Market and Economic Conditions Related to Recycling

McLeod County uses local markets whenever possible for the sale of its recyclable commodities, based on the availability of those markets. Several commodities are marketed to out-of-state vendors. The county chooses vendors based on market values offered, references, availability, economic feasibility to transport, and environmentally-responsible practices in the production of recycled-content products.

For its 2012 budget (Appendix B), the County estimated potential revenue from the sale of recyclable materials to equal \$431,500. The revenue assumption was based on tonnage and market value of commodities at the time the budget was drafted in 2011. However, it should be noted that revenues fluctuate based on market prices which are

a result of supply and demand and the actual revenues may differ from the projected revenues.

Availability of Resource Recovery Programs or Facilities

The County has made great strides in waste diversion by constructing, operating, maintaining, and owning its own MRF and HHW facility. The existence of Creekside Soils in Hutchinson provides an opportunity for the County's municipalities to divert organic waste from the waste stream.

While the County has successful recycling and HHW operations, expanding these programs and upgrading the facilities continues to be a challenge due to budget cuts.

It is the County's understanding that Creekside Soils is attempting to receive additional materials from outside McLeod County. The County would prefer to see Creekside work with entities within the County, such as schools and businesses, to divert more County-generated organics before looking for out-of-county sources.

Availability of Local and State Funding Resources

The County relies on SCORE grants to partially fund its solid waste abatement programs. There have been no increases in SCORE funding since its creation, so the County must rely on other funding sources including landfill tip fees and the sale of recyclable materials.

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Section 4

Proposed Integrated Solid Waste Management System

The integrated solid waste management system proposed by McLeod County includes all of the abatement programs described in detail in Section 5 of this Plan:

- Solid Waste Reduction
- Solid Waste Education
- Recycling
 - Residential
 - Commercial
 - Marketing & Transportation
 - Paper Drive & Aluminum Redemption Program
 - School Recycling
- Yard Waste Management
- Source-Separated Organic (SSO) Materials Composting
- Waste Tire Disposal and Recovery
- Electronic Products Management
- Major Appliance Management
- Automotive Mercury Switches, Motor Vehicle Fluids and Filters, and Lead-Acid and Dry Cell Batteries Management
- HHW Management
- Construction and Demolition Debris Management

The County plans to continue and expand its current waste abatement programs. Specific programs to be developed or expanded are described below in Section 4.2 – Objectives.

The waste that is not diverted through the abatement programs listed above will be land disposed at the Spruce Ridge Resource Management Facility (SRRMF or Spruce Ridge). The landfill disposal system is described in Section 4.3 below.

4.1 Goals

McLeod County’s goals for its integrated solid waste management system are consistent with the policy contained in Minnesota Statutes Chapter 115A.02: “to protect the state’s land, air, water, and other natural resources and the public health by improving waste management in the state to serve the following purposes:

- (1) reduction in the amount and toxicity of waste generated;

- (2) separation and recovery of materials and energy from waste;
- (3) reduction in indiscriminate dependence on disposal of waste;
- (4) coordination of solid waste management among political subdivisions;
and
- (5) orderly and deliberate development and financial security of waste facilities including disposal facilities.”

4.1.1 County Solid Waste Management Goals

The County’s solid waste management goals (as described in Section 5.1.3 of this Plan) are as follows:

- Ensure the establishment and operation of a solid waste management system that minimizes environmental risks, provides an environmentally safe disposal method, maximizes the recovery of recyclable materials, and minimizes total costs to the citizen.
- Utilize solid waste management systems to conserve natural resources to the greatest extent possible.
- Reduce the annual per capita quantity of solid waste generated in the County.
- Continue to monitor and enforce volume-based pricing and source separation of recyclable materials and compostable waste in the residential and commercial/industrial/institutional (CII) sectors.
- Implement technically reliable solid waste systems that are economically feasible to the County and its residents.
- Utilize County staff to plan, coordinate, and enforce solid waste management program activities defined in the Plan while encouraging private industry to carry out the programs.
- Plan, finance and implement annual solid waste public education/public awareness programs consistent with the Plan.
- Research feasibility of County-operated residential curbside recycling collection service.
- Continue to expand recycling services and support waste reduction activities.

Per the Goal-Volume Table (GVT) (Appendix A), the County’s recycling rate for 2010 was 45.2 percent.

4.2 Objectives

The policies and programs that McLeod County plans to continue, in order to achieve the goals listed above, are described in detail in Section 5 of this Plan. Specific programs to be developed or expanded include the following:

1. Solid Waste Reduction. The County is currently researching the feasibility of developing at least two waste reduction programs:
 - A local materials exchange/reuse program to provide a service that links people who have items to give away with people who can use those items. Examples include appliances, exercise equipment, furniture, books, etc. The purpose is to keep these items out of the landfill.
 - Plastic 55-gallon drum re-use program. The County may offer the drums for re-use as well as provide kits to convert the drums into rain barrels.
2. Solid Waste Education. The County is planning to expand its public education programs with the following actions:
 - Expand existing waste education programs to include more of the CII sector. County staff will develop workshops and seminars on waste education for this sector. The County will also continue to promote Waste Wise, MPCA Factsheets, and MNTap to area businesses.
 - Develop a VSQG educational outreach program.
 - Create an electronic news email or listserv in which solid waste, recycling, and waste reduction information is sent simultaneously to a specific list of residents, businesses, and interested parties.
 - Explore the option of providing a virtual tour and educational videos of solid waste abatement programs on the County website, Facebook, and YouTube.
 - Create a small group of department employees to brainstorm and create tailored educational projects for solid waste education topics and programs.
 - Partner with McLeod For Tomorrow (a University of Minnesota Extension program) alumni to organize an Environmental Expo in 2012.
3. Recycling. In September 2012, the McLeod County Board passed a resolution that requires all recyclable materials set out by generators (residential and commercial) and collected by licensed haulers to use the source separated collection method. Any hauler that does not comply may have their license revoked.
 - a. Residential Recycling. Plans to expand the residential recycling program may include, but not be limited to:
 - Building Expansion. The County is considering the long-range plans for use of the neighboring property to the Solid Waste Management building (purchased by the County in 2009) to expand on its solid waste abatement programs. Ideas considered include:
 - Commodities Warehouse.
 - HHW & Problem Materials Program.
 - Commercial MRF.
 - Recycling Education Program. Additions to the current education program may include:
 - Monthly e-news to electronic distribution list.

- Monthly social media updates.
 - Program information to be included in community education publications.
 - Additional Materials. As markets allow, the County will continue to research and implement a wider spectrum of materials to be recycled through its curbside and/or miscellaneous recycling programs.
- b. Commercial Recycling. The County plans to expand recycling efforts in the commercial/industrial/institutional (CII) sector by considering the following:
- Create a CII recycling recognition program to heighten the awareness of this activity. The County would develop a formal program to recognize those CII generators that are recycling successfully.
 - Develop a market assistance program to promote increased recycling in the CII sector. In addition, the County will encourage new and existing industry to use recycled materials in their manufacturing processes in an effort to close the recycling loop on a local level.
 - Work with businesses to develop waste minimization plans that include recycling activities, if they do not already have a plan in place.
 - Work with the CII sector to develop and track annual solid waste materials recovery and recycling reporting requirements.
 - Develop a business education manual to address waste management issues in the County.
4. Paper Drives. The County plans to increase the number of paper drives in the future. Since the program's inception in 2009, the number of paper drives has increased each year. Also, the County is planning to reduce the amount of labor associated with the paper drives by arranging for the collected paper to be sent directly to end-users rather than going to the County's MRF for processing.
5. School Recycling. The expansion of the school recycling program may include the following:
- The schools currently not participating in the school recycling program are to be added, if possible, by the start of the 2012-2013 school year.
 - The County will discuss the possibility of increasing the Environmental Education Rebate percentage (as described in Section 5) above 50 percent.
 - Schools receiving an Environmental Education Rebate will be required to submit an expense report beginning in 2012.
 - The County will continue to work with the schools to improve the existing program and offer technical and educational support, as needed.
 - The County will continue to conduct a minimum of three recycling audits per school year to obtain an estimate for weekly recycling weights.
 - The County will continue to be invoiced for any schools participating in the School Recycling Program by its current recycling contractor.

6. **Yard Waste Management.** The County plans to delegate the administration of the municipal yard waste program to both Creekside Soils and each governing city by 2014. The County plans to expand its use of social media, which will include information on yard waste management, composting, and backyard composting.
7. **Source-Separated Organic (SSO) Materials Composting.** It is the County's understanding that Creekside plans to maintain the current SSO materials composting operation and will continue to process yard waste and SSO materials at its facility in Hutchinson.
8. **Waste Tire Disposal and Recovery.** The County's Solid Waste Director will continue to work with local law enforcement officials and the County attorney to address any illegal disposal of waste tires.
9. **Electronic Products Management.** In addition to maintaining its current electronics management program, the County is considering operating the electronics recycling program at its Solid Waste Management Department building only, to comply with the State's requirement to keep electronic waste indoors to eliminate the risk of environmental hazards. The County is considering purchasing trailers to comply with this requirement while keeping the additional sites open in conjunction with the appliance recycling program. If feasible, the County will purchase four utility trailers, one for each site (Glencoe, Winsted, and Brownton) and one to keep in rotation so that an empty trailer can replace a full trailer when it is removed so that its contents can be unloaded.
10. **Automotive Mercury Switches, Motor Vehicle Fluids and Filters, and Lead-Acid and Dry Cell Batteries Management.** The County will maintain its current programs and may, in the future, consider the benefits of establishing an above ground storage tank for the bulking of motor oil. In 2013, the County plans to provide postcard reminders to area salvage yards relative to the proper handling and disposal of automotive mercury switches and inform them of the County's VSQG program.
11. **HHW Management.** The County plans to maintain the current programs for the management of HHW during the next ten years. In addition, the County will:
 - Consider the addition of an above ground storage tank to accommodate the waste oil recycling efforts.
 - Add public surveillance camera(s) in the receiving area to allow technicians to monitor traffic via closed circuit video.
 - Research participation software to aid in the monthly and annual reporting.
 - Research and develop the future goals of the HHW Facility if/when the Department expands onto the neighboring property.
 - Propose expanding the offsite collection of HHW to include employee collections at area businesses during the work day.
 - Increase awareness and conduct additional educational efforts to promote the proper disposal of hazardous waste for businesses through the VSQG program.

4.3 Landfill Disposal System

As outlined in Minnesota Statutes Chapter 115A.02, the waste management practices listed in order of preference by the State of Minnesota are as follows:

- (1) waste reduction and reuse;
- (2) waste recycling;
- (3) composting of source-separated compostable materials, including but not limited to, yard waste and food waste;
- (4) resource recovery through mixed municipal solid waste composting or incineration;
- (5) land disposal which produces no measurable methane gas or which involves the retrieval of methane gas as a fuel for the production of energy to be used on site or for sale; and
- (6) land disposal which produces measurable methane and which does not involve the retrieval of methane gas as a fuel for the production of energy to be used on site or for sale.

As described in detail in Section 5 of this Plan, McLeod County has well-established programs to address the first three waste management methods: waste reduction, recycling, and composting of yard waste and food waste. At the time of this Plan, there are no solid waste incineration or energy recovery facilities located in McLeod County and the County is not aware of any County-generated MSW being exported out of McLeod County for incineration/energy recovery.

The County proposes to use land disposal as the primary MSW management method over the next ten years. The owner of the SRRMF, Waste Management, currently collects the methane gas produced at the landfill, converts it to electricity, and sells it to a local power company.

The system constraints or barriers that limit McLeod County's ability to achieve greater independence from land disposal center around the one waste management practice in the State's hierarchy in which McLeod County is not participating: resource recovery through mixed municipal solid waste composting or incineration. The constraints and barriers are outlined below.

Geographic

The closest waste-to-energy (WTE) facilities to McLeod County include the Great River Energy Resource Recovery Facility located in Elk River, Minnesota (approximately 75 miles from McLeod County's largest municipality, Hutchinson) and the Pope-Douglas WTE Facility located in Alexandria, Minnesota (approximately 110 miles from Hutchinson). In addition, the Resource Recovery Technologies (RRT) waste processing facility, which produces refuse-derived fuel (RDF), is located in Newport, Minnesota, approximately 75 miles from Hutchinson.

The SRRMF is located approximately 11 miles from Hutchinson which makes it convenient for haulers to dispose of MSW collected in the County. Currently there are

no transfer stations located in McLeod County, which would most likely be required if the transportation of waste to a WTE or RDF facility became a preferred disposal method rather than land disposal.

Financial

The barriers to transporting MSW from McLeod County to a WTE or RDF facility are mostly financial in nature because of the location of the nearest facilities (Elk River, Alexandria, and Newport).

The cost of fuel is prohibitive to long-hauling when compared to the in-County option of land disposal. In addition, the County would need to invest in capital (e.g., trucks and trailers) as well as infrastructure (e.g., transfer stations) if WTE or RDF were to be used as a waste management method.

Technical

Even if it were feasible to transport waste from McLeod County to one or more WTE or RDF facilities, it is uncertain if these facilities would have capacity for more waste in the future. In particular, the Great River Energy Resource Recovery Facility located in Elk River and the RRT RDF plant in Newport may need to take more waste from the metropolitan area of Minneapolis and St. Paul due to the enforcement of MN Statute 473.848 – Restriction on Disposal. This statute states that MSW generated in the six counties that include and surround the Cities of Minneapolis and St. Paul must be processed (i.e., the waste has, after collection and before disposal, undergone separation of materials for resource recovery through recycling, incineration for energy production, production and use of refuse-derived fuel, composting, or any combination of these processes so that the weight of the waste remaining that must be disposed of in a mixed municipal solid waste disposal facility is not more than 35 percent of the weight before processing, on an annual average.)¹

At the time of this Plan, there is only one MSW composting facility in operation in Minnesota - Prairieland Compost Facility, owned and operated by Faribault and Martin Counties, located in Truman, Minnesota (approximately 80 miles from Hutchinson). The facility is proposed to convert from composting MSW to RDF production in the near future.

Demographic

McLeod County population projections for the next ten years were provided in Section 2 of this Plan as well as in the GVT (Appendix A). An annual growth rate was calculated to be approximately 0.69 percent which would result in the 2010 population of 36,651 increasing to an estimated 39,750 in 2020. The County does not believe the demographics of McLeod County pose a barrier to achieve greater independence from land disposal.

¹ Source: MN Office of the Revisor of Statutes. <https://www.revisor.mn.gov/statutes/?id=473.848>

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Section 5

Solid Waste System Evaluation and Ten Year Implementation Plan

5.1 Background

The major objective for this section of the plan is to describe in detail the policies and management strategies developed to meet the requirements of SCORE legislation enacted in the late 1980's. This legislation initially required counties to make provisions in their solid waste management plans. These included:

- Description of County's plan to maintain and exceed the state 35 percent recycling goal;
- Requirements regarding management of household hazardous waste, used appliances, and electronics; and
- Requirements regarding financial incentives to generators to encourage them to reduce waste and recycle.

Additional provisions included:

- Prohibition of high-intensity discharge (HID) and fluorescent lamps into solid waste management facilities; and
- Incentives for local source reduction programs.

In 2009, the Integrated Solid Waste Management (ISWM) Stakeholder Work Group set goals based on legislatively-mandated greenhouse gas reduction goals and a legislative request for achieving higher recycling and composting diversion. The goals include:

- Recycling goal of at least 50 percent within the next ten years;
- By 2025: 6 percent cumulative source reduction, 60 percent recycling, 6.5 percent organics management, 24.1 percent resource recovery, and 9.4 percent land disposal; and
- Increased waste reduction efforts and increased organics management and resource recovery, where available.

The Minnesota Pollution Control Agency's (MPCA) 2009 Solid Waste Policy Report supports the ISWM Stakeholder Work Group's goals.

Specific citations can be found in Minn. Stat. 115A.46 (requirements of county plans), 115A.551 (recycling), and 115A.96 (household hazardous waste management), and the revised planning rules (Minn. Rules Pts. 9215.0500 - 9215.0950).

5.1.1 County Municipal Solid Waste Generation and Disposal Overview

According to the first solid waste management system Goal-Volume Table (GVT) compiled in 1989, the County generated approximately 32,000 tons of solid waste per year. In 1998, 47,884 tons of solid waste were reported in the County's Solid Waste Management Plan. In comparison, the County generated 33,808 tons of solid waste in 2010, according to the GVT completed for this Plan (Appendix A).

Although the quantities fluctuate with market trends, the vast majority of municipal solid waste (MSW) generated within the County was, and continues to be, transported to Spruce Ridge Resource Management Facility (SRRMF). SRRMF began operation as McLeod Landfill, Incorporated in 1970 under a conditional use permit from the County and a general MSW landfill permit (SW-6) from the MPCA.

In 1989, approximately 1,000 tons of County-generated waste was diverted from SRRMF via recycling. Since 1990, numerous changes have occurred in the MSW abatement programs within the County and the resulting increase in tonnage of recyclable materials collected has been dramatic. In 1998, over 13,600 tons of materials were recycled in the County. In 2010, approximately 15,279 tons were recycled.

Sections 2.2.1 and 2.2.4 of this Plan provide details on the County's Solid Waste Collection and Solid Waste Generation respectively.

5.1.2 County Recycling and Abatement Overview

Currently, the County recycles approximately 45.2 percent (or 15,279 tons) of all waste generated within County borders. This includes both residential and commercial recycling, as well as organics and problem materials' recycling. This represents a 58.6 percent increase in recycling since the 2000 SWMP estimate of 28.5 percent recycling. Since the fall of 1991, all nine communities in the County and one township (Rich Valley Township) have implemented curbside collection of recyclable materials. All of the cities except Biscay administer their own programs, including educational initiatives. Drop-off centers, seven in all, have been placed at strategic locations throughout the County in order to serve the needs of rural residents.

Sections 2.2.2 and 2.2.3 of this Plan provide details on the County's Recyclable Materials Collection and Recyclable Materials Processing respectively.

A permanent Household Hazardous Waste Facility (HHW) facility was constructed in the spring of 1994. This facility has had higher than expected participation. To accommodate the growing participation, the County purchased an existing building, containing both warehouse and office space, and remodeled the west side of the building into a 5,000 square foot HHW Facility. This Facility became operational in September of 2000, and has continued to see participation increase each year. In 2004, the warehouse was expanded into a Materials Recovery Facility (MRF) to administer the curbside recycling program with the rural recycling program. The

original HHW Facility built in 1994 is now the home to the Heartland of Minnesota Animal Shelter.

These abatement programs have resulted in diverting more than the statutory goal of 35 percent of the County's generated waste from being landfilled, as well as surpassing the ISWM Stakeholder Work Group's 2009 goal of 50 percent within the next ten years (by 2020). The County will continue to work towards increasing diversion in an effort to reach the 2025 goals set by the ISWM Stakeholder Work Group in 2009.

5.1.3 County Solid Waste Management Goals

The County solid waste management goals include the following:

- Ensure the establishment and operation of a solid waste management system that minimizes environmental risks, provides an environmentally safe disposal method, maximizes the recovery of recyclable materials, and minimizes total costs to the citizen.
- Utilize solid waste management systems to conserve natural resources to the greatest extent possible.
- Reduce the annual per capita quantity of solid waste generated in the County.
- Continue to monitor and enforce volume-based pricing and source separation of recyclable materials and compostable waste in the residential and commercial/industrial/institutional (CII) sectors.
- Implement technically reliable solid waste systems that are economically feasible to the County and its residents.
- Utilize County staff to plan, coordinate, and enforce solid waste management program activities defined in the Plan while encouraging private industry to carry out the programs.
- Plan, finance, and implement annual solid waste public education/public awareness programs consistent with the Plan.
- Research feasibility of County-operated residential curbside recycling collection service.
- Continue to expand recycling services and support waste reduction activities.

5.2 Solid Waste Abatement Programs

5.2.1 Solid Waste Reduction

Policies and Goals

The County recognizes source reduction as an important activity which citizens, businesses, and government can perform to minimize the generation of solid waste. The County promotes source reduction by supporting appropriate state and federal source reduction programs, through County education programs, and by initiating

source reduction activities within the County system. Two of the County's solid waste management goals listed in Section 3.1 of this Plan reference waste reduction:

- Reduce the annual per capita quantity of solid waste generated in the County; and
- Continue to expand recycling services and support waste reduction activities.

In addition, it is the County's intent to meet the MPCA's criteria for the annual three percent Source Reduction Program Activity Credit throughout the ten-year planning period outlined in this Plan.

Existing Solid Waste Reduction Practices

Since 1991, all County offices have used recycled paper products and have practiced waste reduction techniques such as double-sided copying and paper reuse.

Volume based pricing was implemented in 1993 by all MSW haulers in the County to encourage waste reduction. Virtually all communities provide residents with the option of a thirty, sixty, or ninety-gallon container. Service costs are commensurate with the size of the container issued. All municipal government offices and schools in the County have implemented waste reduction and recycling programs as of 1993.

Internal

All County offices under this plan must:

- Utilize waste conscious purchasing of material with consideration of bulk materials, packaging, etc. and limiting the purchase of non-durable products such as Styrofoam cups, etc. when possible;
- Promote and use waste reduction practices such as double-sided copies and secondary use of copy paper (scratch pads, etc.); and
- Purchase recycled or recyclable materials when economically feasible. Central Services currently purchases paper that is over 50 percent recycled fiber including 30 percent post-consumer waste.

The County's Solid Waste Management Department (Department) has:

- Created and promotes a County Environmental Purchasing Policy to serve as a guide for the County and individual departments in purchasing more recycled content products; and incorporating recycling content and energy efficient standards in project bids; and
- Created an internal program to promote source reduction through the Intranet and Employee newsletters.

County-Wide

- In 2000, businesses were surveyed and some received waste audits to promote source reduction and address recycling needs.
- In 2007, an Open House and Workshop opportunity with the Minnesota Technical Assistance Program (MNTAP) was promoted to all businesses.

- Source reduction information is continually shared through news releases, social media, the County website, and electronic newsletters.
- The County will continue to provide source reduction information to residents through articles, booths, and events.
- The County will provide source reduction information to businesses upon request and encourage source reduction programs.
- The County will continue to promote source reduction at area events, presentations, workshops, and through community partnerships.
- Business site visits will continue to be conducted, upon request, to encourage source reduction and recycling.
- Business site visits will continue to be conducted for very small quantity generators (VSQGs) of hazardous waste, upon request, to encourage source reduction, recycling, and proper hazardous waste management.
- A program of volume-based pricing for solid waste collection will be continued throughout the County, as required by Minnesota Rules. All licensed MSW haulers in the County must offer volume-based pricing to their customers to retain and renew their license.

Specific Programs to be Developed

The County is currently researching the feasibility of developing at least two waste reduction programs:

- A local materials exchange/reuse program to provide a service that links people who have items to give away with people who can use those items. Examples include appliances, exercise equipment, furniture, books, etc. The purpose is to keep these items out of the landfill.
- Plastic 55-gallon drum re-use program. The County may offer the drums for re-use as well as provide kits to convert the drums into rain barrels.

Responsible Persons

Solid Waste Director and Solid Waste Coordinator.

Annual Staff Time

Staff time for the educational aspect of source reduction falls under Solid Waste Education, 0.07 FTE = 140 hours per year.

Program Budget

This program will be funded through the County's Abatement Program Expenses, detailed in the Solid Waste Budget provided in Appendix B.

Implementation Schedule

If feasible, the County hopes to initiate the plastic drum re-use program in 2012 and the materials exchange by 2013. The other solid waste reduction programs are on-

going and continuous. Site visits for VSQGs and other small businesses interested in reducing their wastes will also be on-going.

5.2.2 Solid Waste Education

Policies and Goals

Education is the driving force behind all waste abatement programs supported by McLeod County's Solid Waste Management Department. The County is committed to keeping the public informed about the importance of all solid waste abatement activities and their environmental impacts. Educating the public about the need to reduce dependency upon land disposal and other waste disposal methods will reduce the waste stream. Additionally, the education process on proper disposal and reduction of HHW will prevent those toxic materials from entering the waste stream. The main goals of the County's public waste education program are as follows:

1. Increase public awareness of solid waste problems and ways to combat those problems with alternatives to current disposal methods (landfilling).
2. Inform residents of the laws against burying and burning solid waste on-site and the health concerns associated with these practices.
3. Expand current public knowledge and interest about source reduction, recycling, composting, HHW, yard waste, and problem material management.
4. Continue distribution of information in all areas of solid waste abatement with increased usage of non-paid promotional programs.
5. Create interest in current and proposed solid waste abatement programs within the County and out-of-the County.
6. Create focused campaigns to highlight specific programs within the MRF and HHW divisions.
7. Maintain educational budgets to allow a minimum of \$2.00 per household for the promotion and education of solid waste abatement programs.

Existing Solid Waste Education Practices

The County's current solid waste public education activities include:

1. At a minimum, educational articles on topics such as recycling, source reduction, HHW, used oil management, etc. are published quarterly in the local newspaper and/or County employee newsletter.
2. News releases about County waste abatement programs and activities.
3. County Fair Display Booth.
4. Participation at area business expos (e.g., Farm & City Days, Bring it Home Expo, Senior Expo, etc.)
5. Community workshops at local events and expos.

6. Annual publication of curbside recycling schedule distributed to all municipalities in the County.
7. Distribution of program information through municipal utility billing process.
8. Displays and presentations at local schools and clubs.
9. Support and promotion of Pollution Prevention Week, Earth Day, and America Recycles Day.
10. Continued participation in State-funded campaigns targeting recycling and HHW messages such as:
 - a) Recycle More Minnesota (2008/2009)
 - b) Rethink Recycling (2011)
 - c) HHW Education Campaign (2010)
11. Brochures designed and distributed by County Solid Waste Management staff:
 - a) Department Brochure:
 - i. Rural and municipal recycling program
 - ii. Problem materials management
 - iii. HHW program
 - iv. Miscellaneous recycling
 - v. Yard waste/composting
 - vi. Aluminum redemption program
 - b) HHW Safer Substitutes
 - c) Product Stewardship Directory
 - d) HHW Facility Brochure
 - e) Proper Management of HHW/Moving Inserts for Area Realtors
 - f) Inserts for the Welcome Neighbor Program
 - g) Municipal Yard Waste, Appliance, and Electronics Collection Sites
 - h) MPCA Factsheets
 - i) Take it to the Box handouts

In addition to the County's public education practices listed above, the following municipalities and Creekside Soils provide solid waste and recycling-related information on their websites:

1. City of Hutchinson – Website provides information related to residential garbage, recycling, organics, white goods, electronic waste, and HHW services. The City's website also has a link to the County's website.
2. Creekside Soils – Website has links to the City of Hutchinson, and indirectly, McLeod County websites.

3. City of Winsted – Website has the recycling schedule/County’s calendar of collection days posted.
4. City of Lester Prairie – The Herald/Journal website has an online community guide for Lester Prairie which includes garbage and recycling service information.
5. City of Plato – Website has a link to Waste Management’s website for recycling information and collection schedule.
6. City of Brownton – Website includes the recycling schedule/County’s calendar of collection days as well as the County’s brochure on appliance/e-waste/yard waste collection and drop-off information.
7. Silver Lake – Website posts the City’s garbage collection and disposal ordinance which includes a definition of recyclable materials.

On-Going Programs

1. The County will continue to conduct comprehensive public education programs, targeting all residents, schools, local governments, and commercial and industrial establishments.
2. The County Solid Waste Management Department will provide educational and promotional items on a County-wide basis.
3. The County will continue to use the HHW Facility as an educational tool and a conference/training/education area.
4. Components of the solid waste education plan are as follows:

a) News Media

The County will continue to use the local media as an outlet to better publicize solid waste programs. This includes educational articles or ads published at least once every three months in the local newspaper and/or County employee newsletter, public service announcements, news and event releases, radio ads and talk shows, and other forms of the print and radio media.

b) Promotional Items

Recycling magnets, HHW magnets, rulers, posters, recycled content t-shirts, and other printed material will be distributed throughout the County to increase public awareness about the County's solid waste programs and to publicize the “Buy Recycled” message.

c) Direct Mailings/Inserts

Direct mailings will be utilized to promote special events and for recycling education efforts. Inserts in local papers and billing inserts in solid waste hauler bills are also used to promote events and educate the residents of the County.

d) Public Appearances

Speaking engagements, public appearances at the County Fair, local schools, and civic groups will continue to be conducted. Solid Waste Facility tours will continue to be offered to these groups as well.

e) Public Schools Program

The County will provide general solid waste educational materials upon request to all schools. County Solid Waste Management staff will give presentations, participate in the annual Nature Day (4th graders), and set up displays at area schools to further the school's solid waste education plans.

f) Solid Waste Library

The County will continue to expand the current solid waste library including videos, fact sheets and other educational materials. The County will continue to promote the MPCA's website to make a variety of materials available to schools and the general public.

g) Social Media

The County will continue to use and build on the social media options to educate and promote its waste reduction and abatement programs.

h) County Website

The County will frequently update and add new information to its website such as electronic attachments of brochures, factsheets, and solid waste events. The website will also provide multiple links for public comment and questions to the Department.

5. The County will update its Solid Waste Management Department booklet annually or as needed.

Specific Programs to be Developed

The County will:

1. Expand existing waste education programs to include more of the CII sector. County staff will develop workshops and seminars on waste education for this sector. The County will also continue to promote Waste Wise, MPCA Factsheets, and MNTap to area businesses.
2. Develop a VSQG educational outreach program.
3. Create an electronic news email or listserve in which solid waste, recycling, and waste reduction information is sent simultaneously to a specific list of residents, businesses, and interested parties.
4. Explore the option of providing a virtual tour and educational videos of solid waste abatement programs on the County website, Facebook, and YouTube.
5. Create a small group of department employees to brainstorm and create tailored educational projects for solid waste education topics and programs.

6. Partner with McLeod For Tomorrow (a University of Minnesota Extension program) alumni to organize an Environmental Expo in 2012.

Responsible Persons

Solid Waste Coordinator.

Required Staff Time

Approximate staff time for solid waste education equals 0.52 FTE or 1,040 hours per year.

Implementation Schedule

The County's education programs are on-going and continuous. The implementation schedule of proposed programs is unknown at this time due to budget constraints. It is the County's intent to implement the VSQG outreach program in 2012.

Program Budget

Solid waste education in the County is financed in part through the County's surcharge or tip fee (based on a per ton fee of incoming MSW at the SRRMF, see Section 5.5.2) and SCORE Funds.

The 2012 budget for solid waste education is \$24,800.

5.2.3 Recycling

Recycling Policies and Goals

As listed in Section 3.1, the County's solid waste management goals include several that directly address recycling:

- Ensure the establishment and operation of a solid waste management system that minimizes environmental risks, provides an environmentally safe disposal method, maximizes the recovery of recyclable materials, and minimizes total costs to the citizen;
- Utilize solid waste management systems to conserve natural resources to the greatest extent possible;
- Continue to monitor and enforce volume-based pricing and source separation of recyclable materials and compostable waste in the residential and commercial/industrial/institutional (CII) sectors;
- Research feasibility of County-operated residential curbside recycling collection service; and
- Continue to expand recycling services and support waste reduction activities.

The purpose of the recycling programs outlined below is to maintain and exceed the Minnesota statutory goal for non-metropolitan counties of recycling 50 percent, by weight, of solid waste generated in the County by 2020.

Overall Existing Recycling Practices

The curbside collection of residential recyclable materials is provided through a contract between McLeod County and a private contractor, at no cost to the residents or the municipalities. The County also contracts for the collection of four rural recycling drop boxes (located in Brownton, Glencoe, Hutchinson, and Stewart) and six township sheds (located in Acoma, Bergen, Hale, Helen, Lynn, and Hassan Valley Townships) which provide County residents an additional opportunity to recycle 24 hours per day, seven days per week. Residential recyclable materials, whether collected curbside or at the drop sites, are collected source separated in five categories: glass, all paper, tin/aluminum, plastic, and corrugated cardboard. As discussed in Section 4.2, the County has a resolution that requires all recyclable materials set out by generators (residential and commercial) and collected by licensed haulers to use the source separated collection method.

Recyclable materials generated by the CII sector are either collected by private haulers (as part of a business' MSW collection service) or self-hauled to the County's MRF by the business.

At the time of this Plan, there are five (5) licensed haulers collecting recyclable materials in the County.

As discussed in Section 2 of this Plan, the haulers that collect residential curbside and rural drop-off recyclable materials are required to bring the materials to the County's MRF for processing, per their respective contracts with the County. A total of 3,582 tons of recyclable material were processed at the County's MRF in 2010.

Haulers that collect recyclable materials from individual CII customers are not obligated to deliver the recyclable materials to the County's MRF, however they are obligated to report recycling tonnages to the County to comply with their annual licensing requirements.

The annual tons of recyclable materials collected, processed, and marketed (for both the residential and CII sectors) for the last six years are provided in Table 5-1.

Table 5-1
Quantities of Recyclable Materials Collected, Processed, and Marketed (in Tons)⁽¹⁾
McLeod County, MN

	2006	2007	2008	2009	2010	2011
Residential	567	689	226	3,295	1,823	2,606
CII	7,707	6,069	4,726	2,000	8,496	9,931
Total	8,274	6,759	4,952	5,295	10,319	12,536

⁽¹⁾ Source: SCORE reports submitted by McLeod County to the MPCA.

The fluctuation in tons over the years is due to the fact that reporting of the CII tons is voluntary, so the data received by the County each year is not consistent. However, the MPCA has been making an effort in recent years to obtain recycling data from large businesses.

For this section of the Plan, the various recycling programs are detailed below by sub-headings:

- Residential Recycling;
- Commercial/Industrial/Institutional Recycling;
- Marketing and Transportation;
- Paper Drive and Aluminum Redemption Program; and
- School Recycling Program.

Residential Recycling

Recycling is a solid waste management activity that requires direct coordination and support by the County. Every citizen in the County shall be provided the opportunity to recycle, per MN Statute 115A.552. Each municipality within the County is included in a county-wide recycling contract with a private hauler to collect recyclable materials on behalf of McLeod County. Public awareness and education programs to support on-going recycling efforts are coordinated, financed, and carried out by the County.

Existing Residential Recycling Practices

All nine communities in the County have full curbside recycling service provided by a hauler contracted by the County. Service is provided weekly. Each resident is provided with a McLeod County "Blue Bin" plastic container for recycling at no charge to the resident. Each blue bin has the McLeod County Recycles logo imprinted upon it. Public awareness and educational programs to support the recycling program run throughout the year by the County. There are four drop boxes and six township sheds for recycling located throughout the County. SRRMF also provides a recycling station to serve rural residents.

Rich Valley Township contracts for recycling (and MSW) collection independently from the County and has monthly curbside collection service through a private hauler.

All curbside residential recyclable materials are collected source separated in five different categories: glass, all paper, tin/aluminum, plastic, and corrugated cardboard. Private hauler(s) are contracted by the County to collect all recyclable material from residents (curbside and drop-off), as well as certain schools and County buildings. All marketing is the responsibility of the County.

On-Going Programs

1. The County Recycling Manager assists communities with technical issues, service, complaints, and customer inquiries.
2. To serve the non-municipal residents, drop boxes and township shed recycling locations are provided and are available for residents to use 24 hours per day, seven days per week. The drop box and shed recycling program is supervised by the Recycling Manager. Service of these drop boxes are contracted for and funded by the County.
3. The County works with and encourages private industry to play a major role in recycling.
4. The Solid Waste Director monitors recycling programs to ensure that the maximum amount of resource recovery is obtained through these programs.
5. Each year, as required, the County submits to the MPCA a report on how SCORE Funding was utilized for these programs.
6. The details of the County's current municipal and rural recycling programs are outlined below.

A. Hutchinson

Materials Collected

- Clear & colored glass, aluminum, tin/steel cans, plastics #1-#7, newspapers, magazines, glossy inserts, cardboard, boxboard, white and colored paper, and junk mail.

Current Service Provider

- Drop Box – County MRF located at McLeod County's Solid Waste Management Department
- Curbside – West Central Sanitation

B. Glencoe

Materials Collected

- Clear & colored glass, aluminum, tin/steel cans, plastics #1-#7, newspapers, magazines, glossy inserts, cardboard, boxboard, white and colored paper, and junk mail.

Current Service Provider

- Drop Box – West Central Sanitation, Willmar
- Curbside – West Central Sanitation, Willmar

C. Winsted

Materials Collected

- Clear & colored glass, aluminum, tin/steel cans, plastics #1-#7, newspapers, magazines, glossy inserts, cardboard, boxboard, white and colored paper, and junk mail.

Current Service Provider

- Curbside – West Central Sanitation, Willmar

D. Lester Prairie

Materials Collected

- Clear & colored glass, aluminum, tin/steel cans, plastics #1-#7, newspapers, magazines, glossy inserts, cardboard, boxboard, white and colored paper, and junk mail.

Current Service Provider

- Curbside – West Central Sanitation, Willmar

E. Silver Lake

Materials Collected

- Clear & colored glass, aluminum, tin/steel cans, plastics #1-#7, newspapers, magazines, glossy inserts, cardboard, boxboard, white and colored paper, and junk mail.

Current Service Provider

- Curbside – West Central Sanitation, Willmar

F. Stewart

Materials Collected

- Clear & colored glass, aluminum, tin/steel cans, plastics #1-#7, newspapers, magazines, glossy inserts, cardboard, boxboard, white and colored paper, and junk mail.

Current Service Provider

- Drop Box – West Central Sanitation, Willmar
- Curbside – West Central Sanitation, Willmar

G. Brownton

Materials Collected

- Clear & colored glass, aluminum, tin/steel cans, plastics #1-#7, newspapers, magazines, glossy inserts, cardboard, boxboard, white and colored paper, and junk mail.

Current Service Provider

- Drop Box – West Central Sanitation, Willmar
- Curbside – West Central Sanitation, Willmar

H. Plato

Materials Collected

- Clear & colored glass, aluminum, tin/steel cans, plastics #1-#7, newspapers, magazines, glossy inserts, cardboard, boxboard, white and colored paper, and junk mail.

Current Service Provider

- Curbside – West Central Sanitation, Willmar

I. Biscay

Materials Collected

- Clear & colored glass, aluminum, tin/steel cans, plastics #1-#7, newspapers, magazines, glossy inserts, cardboard, boxboard, white and colored paper, and junk mail.

Current Service Provider

- Drop Box – West Central Sanitation, Willmar
- Curbside – West Central Sanitation, Willmar

J. Township Shed Recycling

Townships Served:

- Bergen, Hale, Helen, Lynn, Acoma, and Hassan Valley

Materials Collected

- Clear & colored glass, aluminum, tin/steel cans, plastics #1-#7, newspapers, magazines, glossy inserts, cardboard, boxboard, white and colored paper, and junk mail.

Current Service Provider

Township Sheds – West Central Sanitation, Willmar

Township Contacts: The current serving Township Clerk

K. Program Contact:

Service-Recycling Manager

Education Promotion – Solid Waste Coordinator

The communities listed above are included in the County's contract for County-wide recycling collection services. Rich Valley Township independently contracts with Waste Management, Inc. for curbside recyclable materials collection. Residents of the township are also able to drop off recyclable materials at the recycling station located at the SRRMF.

7. The County built a MRF onto the existing Solid Waste Management building in 2004 to accept, process, and market recyclable materials collected from the County's residential recycling program.
8. The County has established programs to collect and recycle child car seats, holiday lights, fishing line, corks, vinyl siding, and scrap metal. The collection of problem materials such as lead sinkers and pharmaceutical waste are discussed in Section 5.2.13 – HHW Management.
9. The County conducts multi-unit dwelling audits to better identify recycling needs and provide a more targeted education approach to those residents living in multi-family buildings.
10. The County established a mattress recycling program in 2012. Residents may bring mattresses and box springs to the Solid Waste Management building in Hutchinson and pay a per unit fee for recycling.

Specific Programs to be Developed

Plans to expand the residential recycling program may include, but not be limited to:

1. **Building Expansion.** The County is considering the long-range plans for use of the neighboring property to the Solid Waste Management building (purchased by the County in 2009) to expand on its solid waste abatement programs. Ideas considered include:
 - a. Commodities Warehouse.
 - b. HHW & Problem Materials Program.
 - c. Commercial MRF.
2. **Recycling Education Program.** Additions to the current education program may include:
 - a. Monthly e-news to electronic distribution list.
 - b. Monthly social media updates.
 - c. Program information to be included in community education publications.
3. **Additional Materials.** As markets allow, the County will continue to research and implement a wider spectrum of materials to be recycled through its curbside and/or miscellaneous recycling programs.

Responsible Persons

Solid Waste Director, Solid Waste Coordinator, and Recycling Manager.

Required Staff Time

Staff time dedicated to residential recycling equals 1.82FTE or 3,640 hours per year. (This does not include education.)

Program Budget

Residential recycling programs in the County are financially supported by State SCORE funds (including the County's 25 percent match) and the County tip fee

generated at the SRRMF. Revenue generated through the marketing of recyclable materials may also be used to finance the programs.

The 2012 budget for residential recycling, including both curbside and rural service, is estimated to be \$415,925.

Implementation Schedule

The County's residential recycling programs are on-going and continuous. The implementation schedule of proposed programs is unknown at this time due to budget constraints.

Commercial/Industrial/Institutional Recycling

Non-residential recycling, the recovery of materials from the commercial, industrial, and institutional waste stream for beneficial use, is commonly called commercial or business recycling. Because non-residential recycling actually encompasses other sectors besides commercial, a more accurate term of CII or "Commercial/Industrial/Institutional" recycling is used.

Although the County is relatively rural, several major CII waste generators are located within its boundaries. Structured recovery programs within this sector have the potential to divert significant quantities of materials from the waste stream. Consequently, CII recycling programs (including data gathering and reporting) throughout the County will continue to be promoted to achieve the State's diversion goals.

Existing CII Recycling Practices

Currently some licensed private haulers collect recyclable materials from CII generators. Materials collected include newspaper, glass, magazines, office paper, phone books, tin/steel cans, aluminum and other scrap metals, cardboard, and various types of plastics. These privately-hauled quantities are reported under the solid waste reporting requirements on a quarterly basis. In addition, some of the major CII generators collect and haul their recyclables to market themselves. Some of these generators also recycle some materials in-house for their own uses. These numbers are only reported on a voluntary basis annually.

The County also directly serves CII establishments with recycling services by providing transportation, processing, and marketing of recyclable materials generated and shares a portion of the revenue with the CII generator. The number of businesses that are recycling has increased steadily over the years, as more CII generators hear about the County's programs and become aware of the MRF and the services offered.

On-Going Programs

1. The County built a MRF onto the existing Solid Waste Management building in 2004 to accept, process, and market commercial/business-generated recyclable materials.

2. Some quantities of CII-generated recyclable materials are collected and transported to processing centers by private contracted haulers licensed by McLeod County and are documented through the SCORE reporting requirements.
3. The CII generators that self-haul are not required to report these quantities, although some voluntarily report their annual quantities recycled.
4. The County conducts recycling audits to help businesses and institutions identify material that can be recycled in an effort to minimize their waste disposal, including the following examples:
 - County staff has assisted local hospitals increase their recycling efforts by working with upper management of the facilities and instituting recycling on a department-by-department basis.
 - County staff have met with various businesses in an effort to understand their waste streams and determine what materials have the potential to be recycled, such as plastic molding and other non-traditional types of plastic. The County is able to arrange for recycling by finding end-markets for hard-to-recycle materials.
5. County Solid Waste Management staff ensures that all County offices, other municipal government offices, and other public entities¹ are recycling at least three of the following four materials: paper, glass, plastic, or metal as mandated in Minn. Statute, Section 115A.151.
6. Surveys of businesses in the County are conducted periodically to identify recycling and other solid waste issues that affect the CII sector. In 2000, a telephone survey was conducted of most businesses in the County to determine what types of materials are recycled and if hazardous wastes are generated.
7. A CII recycling education program has been developed in conjunction with waste reduction programs which includes:
 - Working with MNTap, Waste Wise, and others on business waste reduction programs; and
 - Developing a newsletter for County businesses to include recycling information.
8. The County established a mattress recycling program in 2012. Businesses may bring mattresses and box springs to the Solid Waste Management building in Hutchinson and pay a per unit fee for recycling. Currently local furniture and mattress retailers, as well as the local hospital, have been participating in this recycling program.

¹ Defined in Minn. Statute, Section 115A.151 as “the state, an office, agency, or institution of the state, the Metropolitan Council, a metropolitan agency, the Metropolitan Mosquito Commission, the legislature, the courts, a county, a statutory or home rule charter city, a town, a school district, a special taxing district, or any entity that receives an appropriation from the state for a capital improvement project after August 1, 2002.”

Specific Programs to be Developed

1. Create a CII recycling recognition program to heighten the awareness of this activity. The County would develop a formal program to recognize those CII generators that are recycling successfully.
2. Develop a market assistance program to promote increased recycling in the CII sector. In addition, the County will encourage new and existing industry to use recycled materials in their manufacturing processes in an effort to close the recycling loop on a local level.
3. Work with businesses to develop waste minimization plans that include recycling activities, if they do not already have a plan in place.
4. Work with the CII sector to develop and track annual solid waste materials recovery and recycling reporting requirements.
5. Develop a business education manual to address waste management issues in the County.

Responsible Persons

Solid Waste Director, Solid Waste Coordinator, and Recycling Manager.

Required Staff Time

CII recycling staff time equals approximately 1.06 FTE or 2,120 hours per year.

Program Budget

Private firms fund their own programs. County administrative costs, educational costs, and advertising costs related to the CII program are funded by the County tip fee collected on each ton of MSW deposited at SRRMF.

The majority of the expenditures for the CII recycling program are budgeted throughout various recycling accounts including recycling labor and preventative maintenance costs.

Implementation Schedule

The County's efforts to increase CII recycling are on-going and continuous. The implementation schedule of proposed programs is unknown at this time due to budget constraints.

Marketing & Transportation

The County began marketing and transporting recyclable materials processed at its MRF in 2006 with the creation of the Transportation & Quality Control Coordinator, and the acquisition of a semi-truck and trailer. The purpose of this addition was to maximize revenue received from the sale of recyclable commodities through reduced transportation costs, eliminating broker fees, and increasing CII material by gaining the ability to service CII vendors within the County to expand the CII recycling program.

Existing Marketing and Transportation Practices

The marketing of both residential and CII commodities are frequently reviewed to obtain the best value for the products processed. By mid-year in 2009, most of the transportation had been contracted out to allow the County MRF staff to focus on developing CII partnerships, organize paper drives for organizations, and ensure the MRF has adequate personnel for processing materials.

On-Going Programs

1. Businesses within McLeod County can make arrangements with the County's Solid Waste Management Department for the pick-up, processing, and marketing of their recyclable materials.
2. Businesses and non-profit organizations are provided a share of the revenue received from the sale of recyclable materials in accordance with revenue sharing arrangements made with the County.
3. Organizations can make arrangements with the County's Solid Waste Management Department to provide a trailer for the collection of different paper grades for the purpose of a paper drive fundraiser.
4. The County also provides recycling collection containers (as well as transportation, processing, and marketing services) for the following events:
 - a. County Fair Recycling
 - b. Riversong Music Festival
 - c. Veterans Can Drive
 - d. MAVDV (McLeod Alliance for Victims of Domestic Violence) Can Drive
 - e. Garlic Festival
5. The County provides a drop-off site at the Solid Waste Department facility in Hutchinson for the collection of clothing for the Disabled American Veterans (DAV) organization.
6. The County continues to work with businesses to offer transportation and marketing services for generated recycling through on-site visits and recycling audits.
7. The County contracts with a hauler for the transportation of the mattresses and box springs (that are loaded into a County-owned trailer) to Goodwill Industries in Duluth for recycling.

Specific Programs to be Developed

The County's efforts to market and transport recyclable materials are on-going and continuous.

Responsible Persons

Solid Waste Director and Recycling Manager.

Required Staff Time

Staff time dedicated to marketing and transportation equals 0.495 FTE or 990 hours per year.

Program Budget

Program budget is combined with CII services in the recycling budget.

Implementation Schedule

The marketing and transportation of recyclable materials will be on-going and continuous.

Paper Drive & Aluminum Redemption Program

The aluminum redemption program began in 2005 with the purchase of a scale and check printing software to allow residents and organizations to receive “cash” for their aluminum cans. In 2009, paper drives were added as a fundraising option for area organizations. Both of these programs provide revenue sharing options for the redemption of recyclable materials.

Existing Paper Drive & Aluminum Recycling Practices

Residents have the option to receive a check for aluminum cans recycled or they can donate their can value to a non-profit organization registered in the County’s donation directory. This directory lists organizations that have provided the County with documentation or confirmation that they have 501c(3) status with the Minnesota Secretary of State office. In addition to this option, organizations can request a recycling collection container from the County to conduct an aluminum can drive. In 2010, the aluminum redemption program processed 1,734 transactions and issued \$65,340.51 in checks for a total of 115,304 pounds of collected aluminum.

Organizations scheduling paper drives must also have Minnesota 501c(3) status to be issued reimbursement for fiber material. In 2010, thirty-three paper drives were organized, collecting 337.63 tons of fiber and providing \$23,540.33 in funding to area non-profit organizations.

On-Going Programs

1. The County will continue to promote both aluminum can and paper redemption programs to increase material recycled and community funding to area organizations.
2. The County has supported various event recycling which provides revenue to the organization that coordinates the recycling event. Recycling at the County Fair, by McLeod Alliance for Victims of Domestic Violence (MAVDV), started in 2007 and has increased community awareness for their organization and for recycling. As of 2011, MAVDV has diverted 2,713 pounds of plastic, 407 pounds of aluminum, and 1,760 pounds of cardboard from being landfilled while receiving \$642.13 in revenue.
3. The County purchased 50 Clearstream® containers to loan out for event recycling.

4. Through a grant received from Anheuser-Busch, the County received 50 event recycling bins to expand its event recycling program.

Specific Programs to be Developed

The County plans to increase the number of paper drives in the future. Since the program's inception in 2009, the number of paper drives has increased each year. Also, the County is planning to reduce the amount of labor associated with the paper drives by arranging for the collected paper to be sent directly to end-users rather than going to the County's MRF for processing.

Responsible Persons

Solid Waste Director, Solid Waste Coordinator, and Recycling Manager.

Required Staff Time

Approximate staff time dedicated to the paper drive and aluminum redemption programs equals 0.765 FTE or 1,530 hours per year.

Estimated Program Budget

Program budget for 2012 is estimated to be \$120,000.

Implementation Schedule

The paper drive and aluminum redemption programs will be on-going and continuous. It is the County's intent to increase the number of paper drives in 2012.

School Recycling Program

The County began contacting schools and school districts in 2003 to evaluate the existing school recycling programs and discuss the feasibility of establishing new recycling programs. The County discovered that most schools were doing some sort of recycling, however the programs were inconsistent and mostly dependent on the priorities of current staff and administration. A formal school recycling program was developed by the County for the Glencoe/Silver Lake School District, as a pilot program to potentially replicate in other schools. The goal of the program was to integrate a recycling program within the school's daily operations and curriculum as a visual aid by use of centralized collection containers in the school's colors and labeled using the recycling Mobius (chasing arrows) and school logo.

To bring a focus to the hierarchy of waste management, meetings were held with the participating schools to discuss source reduction, reuse, and recycling. The schools participating were: Glencoe/Silver Lake School District, Lester Prairie School District, Winsted Elementary, and the McLeod West School District. The schools have a financial incentive to reduce waste and decrease waste disposal costs as well as receive an environmental education rebate based on quantities diverted/recycled. During the 2nd semester of the 2006-2007 school year, the County began the Environmental Education Rebate program in which revenue from the sale of recyclable material would be shared with the schools based on the quantity of materials the schools diverted through their recycling programs. The County conducts

a minimum of three recycling audits per school year to obtain an estimate of the weight of the recyclable materials so the Environmental Education Rebate can be applied to each school's estimated tonnage.

Existing School Recycling Practices

In addition to the schools listed above, St. Anastasia, St. Pius X, Our Savior Lutheran, Hutchinson High School, Holy Trinity Elementary, New Century Charter, and New Discoveries Montessori Academy were added for the 2008-2009 school year. As directed by the Solid Waste Advisory Committee (SWAC) and the County Board of Commissioners, 50 percent of the Environmental Education Rebate is to be used for environmental education purposes only, while the other 50 percent can be used for other needs of the school. With the disbursement of the annual Environmental Education Rebate, each school is provided a list of approved uses for the earmarked funding.

As of the 2010-2011 school year, a total of \$13,779 has been paid out to the participating schools for diverting and recycling an estimated 173.5 tons in the last five years.

Specific Programs to be Developed

1. The remaining schools currently not participating in the school recycling program are to be added, if possible, by the start of the 2012-2013 school year.
2. The County will discuss the possibility of increasing the Environmental Education Rebate percentage above 50 percent.
3. Schools receiving an Environmental Education Rebate will be required to submit an expense report beginning in 2012.
4. The County will continue to work with the schools to improve the existing program and offer technical and educational support, as needed.
5. The County will continue to conduct a minimum of three recycling audits per school year to obtain an estimate for weekly recycling weights.
6. The County will continue to be invoiced for any schools participating in the School Recycling Program by its current recycling contractor.
7. In addition to expanding the recycling efforts in the public, charter, and Montessori schools as discussed above, the County will also work with Ridgewater College in Hutchinson to improve its recycling program.

Responsible Persons

Solid Waste Coordinator.

Required Staff Time

County staff time is included in the hours documented under Solid Waste Education.

Estimated Program Budget

The program budget is combined with Solid Waste Education and the collection costs are estimated to be \$10,500 for 2012 with proposed capital improvement costs of \$35,000 for additional school recycling receptacles.

Implementation Schedule

The school recycling program is on-going and continuous and will continue, with assistance from the County, in an effort to meet and exceed the Minnesota statutory goal of recycling 50 percent, by weight, of solid waste generated in the County by 2020.

5.2.4 Yard Waste Management

Policies and Goals

The County upholds the legislative ban that prevents yard waste from entering MSW disposal facilities (Minn. Stats. 115A.931). In this effort, McLeod County supports municipal yard waste sites throughout the County both financially and programmatically. The County encourages residents to be self-sufficient in managing their yard waste by promoting and creating incentives for backyard composting.

It is the County's intent to meet the MPCA's criteria for the annual five percent Yard Waste Recycling Activity Credit throughout the ten year planning period outlined in this Plan.

Existing Yard Waste Management Programs

Yard waste compost sites exist in all County communities. Residents can bring separated yard waste to any of the eight sites. The County funds the grinding of yard waste at the Winsted and Glencoe sites and funds the transportation of yard waste collected from all municipal sites to be processed at the City of Hutchinson's Compost Facility (Creekside Soils).

In addition, the City of Hutchinson offers curbside collection of yard waste twice per year (in addition to its weekly curbside collection of organic waste). The spring curbside leaf pick-up is collected from the residents in leaf bags, and the fall pick-up is conducted using a vacuum truck over a 5-week period conducted on the day following curbside service.

The County does not license yard waste haulers. (Currently there are twenty-one (21) licensed MSW haulers and five (5) licensed recycling haulers in the County.) At the time of this Plan, the City of Hutchinson is the only municipality in the County that has curbside collection of yard/organic waste.

The annual tons of yard waste (as well as other organic materials) collected in the County is provided in Table 5-2 of the Source-Separated Organic Materials Composting section of this Plan. The tonnage is reported to the County by Creekside Soils (Creekside) and it includes the tons collected from the municipal yard waste sites as well as the tons collected by the City of Hutchinson. Creekside separates the

organic waste by material type and reports tonnages by category (e.g., brush, logs, leaves and grass, etc.).

The yard waste generated and collected in McLeod County is processed into finished compost at Creekside Soils. As described in Section 3 of this Plan, the compost is bagged and marketed within the 5-state area.

The extent of backyard composting in the County is difficult to determine. In the last Plan, the County estimated that five percent of the total waste generated in the County was managed through backyard composting. Since then, the City of Hutchinson has implemented weekly curbside collection of yard waste and organic waste. The County now estimates that approximately three percent or 1,014 tons² of the MSW generated in the County may be diverted through backyard composting.

On-Going Programs

1. Each city has implemented a yard waste composting program and maintains a compost site. Use of these sites will continue.
2. Yard waste collected in the County will continue to be windrowed and composted at Creekside Soils. The County currently funds the collection and transportation of yard waste from the individual sites to Creekside Soils.
3. The County will continue educational and promotional programs, both County-wide and for individual communities, focusing on the compost program and backyard composting.
4. In order to mitigate environmental problems associated with yard waste composting sites, sites have been located sufficient distances from homes/businesses and surface waters.
5. Yard waste/brush sites for each community are described below:
 - a) Hutchinson: Creekside Soils location: 1500 Adams Street SE. The site is staffed during hours of operation.
 - i) Materials: All yard waste is accepted, windrowed, and composted. Brush is also accepted at this site. In addition, finished compost and mulch are sold.
 - ii) Coordinator: General Manager of Creekside Soils
 - b) Glencoe: Location: Old County Road 3 and Fir Avenue. The site is staffed during hours of operation.
 - i) Materials: Yard waste and brush
 - ii) Coordinator: Public Works Director
 - c) Brownton: Location: 1/2 mile West of town on First Avenue South. The site is not staffed.
 - i) Materials: Leaves and branches

² Based on the Goal-Volume Table calculation of 33,808 tons of MSW generated in 2010 (the base year).

- ii) Coordinator: City Clerk
 - d) Lester Prairie: Location: Fenced site SE of football field, near treatment plant. Site is not staffed.
 - i) Materials: Leaves and branches
 - ii) Coordinator: City Clerk
 - e) Plato: Location: 3rd Ave NE & 2nd Street NE. Site is not staffed.
 - i) Materials: Yard waste, no brush.
 - ii) Coordinator: City Clerk
 - f) Silver Lake: Location: East Avenue South, near the McLeod County Highway Garage. Site is not staffed.
 - i) Materials: Brush, grass, leaves and garden waste.
 - ii) Coordinator: City Administrator
 - g) Stewart: Location: West side of town. Site is not staffed.
 - i) Materials: Yard waste and brush
 - ii) Coordinator: City Clerk
 - h) Winsted: Location: 2299 County Road 9, near treatment plant, permit required. The site is staffed during hours of operation.
 - i) Materials: Yard waste and brush
 - ii) Coordinator: City Clerk
6. The County's SWAC formed a sub-committee in 2011 to discuss the future funding responsibilities of the program, to eventually phase out the County funding to each municipality for yard waste management.

Specific Programs to be Developed

The County plans to maintain the on-going yard waste programs listed above, including education, drop-off sites, and collection programs. As mentioned in Section 5.2.2 - Solid Waste Education, the County plans to expand its use of social media, which will include information on yard waste management, composting, and backyard composting.

Because yard waste quantities vary each year depending on the amount of rainfall, it is not known how much yard waste will be collected and processed each year. However based on the tonnages from the past six years (shown in Table 5-2), the County estimates between 5,000 and 10,000 tons of yard/organic waste to be collected each year for the next ten years.

Responsible Persons

Solid Waste Director.

Required Staff Time

Staff time dedicated to yard waste management equals approximately 0.13 FTE or 260 hours per year.

Program Budget

The yard waste transportation and grinding costs for 2010 were \$30,663 and the municipal site monitoring reimbursements totaled \$46,793.

Implementation Schedule

The County's yard waste programs are on-going and continuous. The County plans to have a webpage dedicated to yard waste management and composting completed in 2012.

Environmental Impacts of Yard Waste Management

The County has had no occurrences of odor problems, leachate generation, or other issues related to the management of yard waste to date.

5.2.5 Source-Separated Organic (SSO) Materials Composting

Policies and Goals

The County has supported the City of Hutchinson's source-separated organic materials collection and processing programs since 1998 when the County provided funding to the City of Hutchinson (see Section 3.2 of this Plan). Since 2001, Creekside Soils has operated a composting facility in Hutchinson, Minnesota (see Section 3.3.2) and the County contracts with Creekside for processing municipally-generated yard waste. The County will continue to support Creekside Soils and will work collaboratively with the City of Hutchinson to increase participation in the SSO program through the County's public education materials.

The County has encouraged Creekside to expand its service area to include schools, hospitals, and other large generators of SSO. In recent years, Creekside implemented pilot projects within the private sector as well as the Hutchinson School District. An SSO program began at the New Century & New Discoveries Charter Schools in April of 2010 with much success; however, due to the costs associated with purchasing biodegradable bags, the program was discontinued at the start of the 2011/2012 school year. None of the private sector pilot projects resulted in permanent SSO collection programs due to the lack of quantifiable financial savings to the businesses. The County will continue to support Creekside's efforts to diversify its customer base through education and technical support.

It is the County's intent to maintain and exceed the Minnesota statutory goal for non-metropolitan counties of recycling 50 percent, by weight, of solid waste generated in the County by 2020. Creekside's operation contributes to the County's efforts to meet this goal.

Existing Source-Separated Organic Materials Composting Programs

Creekside Soils Organic Material Processing Facility (Creekside) is located at 1500 Adams Street SE in Hutchinson, Minnesota. The facility processes yard waste and SSO materials generated by residents, businesses, institutions, and industries in McLeod County, as well as out-of-county generators. Creekside uses an in-vessel system for active composting and concrete pads for curing the compost.

The annual quantities of SSO materials received at the Creekside facility are provided in Table 5-2. The tonnages are listed by material type, from 2006 through 2011.

**Table 5-2
Creekside Compost Facility
Quantities Received (Tons)**

Material	2006	2007	2008	2009	2010	2011
Brush	1,232	961	844	943	802	1,250
Pallets and Wood	71	128	159	117	100	91
Leaves and Grass	2,420	2,119	2,893	3,532	1,502	4,063
Logs	468	298	232	170	124	311
Organic Source Separated	2,080	2,084	2,046	2,091	2,092	2,012
Liquid Corn Waste	87	94	106	93	131	79
Stump Chips	279	141	258	278	329	543
Brush Chips	458	65	0	99	53	822
Landscape Mulch	0	0	0	238	126	741
Total	7,094	5,890	6,539	7,561	5,259	9,913

The SSO program has become a sustainable and important program to McLeod County's waste diversion efforts. In 2011, Creekside Soils processed 2,012 tons of SSO material which resulted in the County reaching a 6.4 percent organics recycling rate. (The ISWM Stakeholder Group set a goal of 6.5 percent organics management by 2025, as discussed in Section 5.1).

In addition to processing the SSO materials, Creekside Soils packages and markets the finished compost (as well as other products, including mulch) to retailers in the five-state area.

Environmental and Public Health Impacts

There have been no environmental or public health issues related to Creekside Soils' management of SSO materials to date.

Specific Programs to be Developed

It is the County's understanding that Creekside plans to maintain the current SSO materials composting operation and will continue to process yard waste and SSO materials as listed above in Table 5-2.

As stated in Section 5.2.4 – Yard Waste Management, it is not known how much yard waste and SSO materials will be generated each year. However based on the tonnages from the past six years (Table 5-2), an estimated 5,000 to 10,000 tons of yard/organic waste is likely to be processed by Creekside annually for the next ten years. If more municipal programs implement curbside collection of SSO materials, it is possible that the tonnage received at Creekside may increase in the future.

Responsible Persons

Solid Waste Director.

Required Staff Time

The County's staff time is included with yard waste management and equals approximately 0.13 FTE or 260 hours per year.

Program Budget

The financial commitment to Creekside by the County includes the following:

- **Site Monitoring.** The County provides site monitoring reimbursements to Creekside at an amount not to exceed \$29,466 per year. (The County also provides site monitoring for the municipal yard waste sites. In 2010, those costs totaled \$17,327.)
- **Grinding and Transportation of Yard Waste.** As mentioned in Section 5.2.4 – Yard Waste Management, the County funds the grinding of yard waste at two municipal collection sites as well as the transportation of yard waste from all eight municipal yard waste sites to Creekside's facility in Hutchinson. The yard waste transportation and grinding costs for 2010 were \$30,663.

The capital, operational, and maintenance costs associated with the Creekside facility are bore by Creekside and not by the County.

Implementation Schedule

There are no specific SSO materials composting programs proposed to be developed, so there is no schedule of implementation. As mentioned earlier in this section, the County contracts with Creekside for processing municipally-generated yard waste and the yard waste programs are on-going and continuous.

5.2.6 Mixed Municipal Solid Waste Composting

At the time of this Plan, there are no mixed MSW composting operations in McLeod County and the County is not aware of any waste being exported out of the County for MSW composting.

Prairieland Compost Facility, owned and operated by Faribault and Martin Counties and located in Truman, Minnesota (approximately 80 miles from McLeod County's largest municipality, Hutchinson), is the nearest MSW composting facility to McLeod County. At the time of this Plan, Prairieland Compost Facility has not made a request to the County for its waste.

5.2.7 Solid Waste Incineration and Energy Recovery

At the time of this Plan, there are no solid waste incineration and energy recovery facilities located in McLeod County and the County is not aware of any County-generated MSW being exported out of the County for incineration/energy recovery.

The closest waste-to-energy (WTE) facilities to McLeod County include the Great River Energy Resource Recovery Facility located in Elk River, Minnesota (approximately 75 miles from Hutchinson) and the Pope-Douglas WTE Facility located in Alexandria, Minnesota (approximately 110 miles from Hutchinson).

5.2.8 Land Disposal of Mixed MSW

Policies and Goals

With the increasing concerns about the landfilling of solid waste from cost, spatial, and environmental standpoints, it is the policy of the County to continuously monitor the feasibility of landfilling as the primary mechanism of solid waste management, to consider alternatives to landfilling, and to work with the SRRMF to maximize the remaining MSW airspace.

It is the County's intent to reduce the amount of waste generated within McLeod County in an effort to extend the life of the SRRMF and ensure it will be a continued resource for the community. The County's waste diversion goals include:

- Utilize solid waste management systems to conserve natural resources to the greatest extent possible;
- Reduce the annual per capita quantity of solid waste generated in the County;
- Continue to monitor and enforce volume-based pricing and source separation of recyclable materials and compostable waste in the residential and commercial/industrial/institutional (CII) sectors; and
- Continue to expand recycling services and support waste reduction activities.

Existing Land Disposal Facilities

There are no closed landfills located in McLeod County.

Mixed MSW generated within McLeod County is disposed at the Spruce Ridge Resource Management Facility (SRRMF), located approximately seven miles northwest of Glencoe on US Highway 22. The landfill is privately owned and operated by Waste Management, Inc. The SRRMF has a leachate recirculation system, a bioreactor section, and an active gas collection system which currently (2012) generates 3.2 megawatts of electricity and supplies Glencoe Light and Power

with thirty percent of its electricity needs. The SRRMF serves not only the County of McLeod, but also accepts MSW from more than 25 counties within the State of Minnesota.

The quantities of mixed MSW received and disposed at the SRRMF for the last five years are shown in Table 5-3. As discussed in Section 3 of this Plan, the decrease in tons disposed between 2007 and 2010 is most likely due to the economic downturn. The increase in tons disposed in 2011 can be attributed to the SRRMF receiving waste from Anoka and Stearns Counties as well as an increase in tons received from Hennepin County.

Table 5-3
MSW Tons Disposed at SRRMF, 2007-2011⁽¹⁾
McLeod County, MN

	2007	2008	2009	2010	2011
McLeod County Tons	20,253	19,616	16,789	16,430	18,214
Total Tons	162,255	149,340	147,241	152,434	209,840

⁽¹⁾ Source: McLeod County MMSW Monthly Report and MSW origin data from the SRRMF.

The full operational history of the SRRMF is detailed in Section 3.2 of this Plan. The SRRMF operates an on-site collection center for problem wastes (i.e., tires, appliances, electronics, C&D debris, etc.) as well as recyclable materials. No processing of these materials (other than bulking/baling) occurs at the SRRMF. Signs at the gate clearly indicate that problem materials, including hazardous wastes, are prohibited from entering the facility. All landfill operators are MPCA-certified to recognize problem materials.

Environmental and Public Health Impacts

Many of the environmental problems associated with land disposal facilities in the past were related to the production and seepage of leachate. The SRRMF has lined cells and a leachate collection system. In 2006, the facility created a section of the landfill to be operated as a bioreactor, meaning the leachate and other approved liquids are recirculated through the waste to accelerate the decomposition of the waste, increasing the production of methane gas to supplement the landfill gas-to-energy plant at the SRRMF. The collected leachate from the lined cells is either recirculated through the waste or transported by tanker truck to the Metropolitan Council Environmental Services (MCES) facility in St. Paul.

Although the MPCA is responsible for monitoring, inspecting, and enforcing environmental regulations and compliance standards at the SRRMF, the County has also monitored the environmental status of the SRRMF over the years. The County currently monitors fourteen wells around the landfill. These wells are tested for volatile organic compounds (VOCs) in the spring and fall and for organics and heavy metals in the summer. The County has found no elevated levels of contaminants to date. In addition, the County monitors the SRRMF's test results of groundwater near the landfill.

Specific Programs to be Developed

The County plans to maintain the current MSW disposal system during the next ten years and has no plans for new land disposal facilities. Waste Management, Inc. continues to pursue new technology, employ new methods for processing waste, and explore resource recovery systems as an alternative to land disposal.

According to the Solid Waste Land Disposal Facility 2011 Annual Report for the SRRMF,³ the remaining ultimate capacity (airspace including final cover) for the MSW disposal area was 2,903,127 cubic yards, or 10.85 years of remaining ultimate operating life from the date of the last annual site survey (September 29, 2011). The remaining ultimate capacity for the demolition disposal area was over 15.2 million cubic yards or 112.13 years of remaining operating life.

The need for new permitted capacity has yet to be identified by the SRRMF. At that time, Waste Management, Inc. will need to request a Certificate of Need (CON) from the MPCA to expand MSW disposal capacity into unpermitted areas of the existing landfill footprint.

The tonnage of MSW received at the SRRMF may be impacted in the future by the following:

- Enforcement of MN Statute, Section 473.848 – Restriction on Disposal.⁴ This statute pertains to the MSW generated in the metropolitan area (the six counties that include and surround the Cities of Minneapolis and St. Paul). The quantities of metro-generated waste received at the SRRMF may be affected in the future, however at the time of this writing, the breadth of the affect is uncertain.
- Increased recycling and waste diversion (including organic waste) by metropolitan counties as they strive to meet the mandated goals set forth in the MPCA's Metropolitan Solid Waste Management Policy Plan 2010-2030.⁵
- A landfill expansion proposed by neighboring Wright County (the breadth of the impact is unknown at the time this Plan was written).

A. Annual quantity of waste to be landfilled. The estimated quantities of MSW to be disposed at the SRRMF for the next ten years (as calculated in the GVT, Appendix A) are shown in Table 5-4.

³ Submitted by Waste Management to the MPCA in January 2012.

⁴ Source: MN Office of the Revisor of Statutes. <https://www.revisor.mn.gov/statutes/?id=473.848>

⁵ Source: <http://www.pca.state.mn.us/index.php/view-document.html?gid=15714>

Table 5-4
MSW Tons Estimated to be Disposed at SRRMF, 2011-2020
McLeod County, MN

	McLeod County MSW	Out-of-County MSW	Total MSW Landfilled at SRRMF
2011	18,214	191,626	209,840
2012	18,396	193,542	211,938
2013	18,580	140,018	158,598
2014	18,766	141,418	160,184
2015	18,954	142,832	161,786
2016	19,143	144,260	163,403
2017	19,335	145,703	165,038
2018	19,528	147,160	166,688
2019	19,723	148,632	168,355
2020	19,920	150,118	170,038

B. Responsible persons and staff time necessary to manage the program. The County's Solid Waste Director is responsible for managing the County's solid waste land disposal program. Staff time dedicated to land disposal of MSW equals 0.12 FTE or 240 hours per year.

C. Mixed MSW land disposal information.

1. Permitting Schedule. The most recent re-permit application was submitted to the MPCA in April 2009 by the SRRMF. As of February 2012, the MPCA has not yet acted on the re-permit application. As part of the re-permit 5-year cycle, the next permit renewal should be submitted in 2014.

2. Schedule of Phase Development. According to the Solid Waste Land Disposal Facility 2011 Annual Report for the SRRMF,⁶ Section VIII – Phase Development for MSW Disposal Area Only, the MSW disposal area that is lined, without final cover, has 47 open acres.

3. Status of Financial Assurance. The SRRMF changed its financial assurance mechanism from a letter of credit to a financial Guarantee Bond and Trust Agreement in June 2000. The current value of the financial assurance is \$9,838,864.⁷

4. Status of Leachate Treatment. The SRRMF operates a section of the landfill as a bioreactor demonstration/research project and currently bioreacts up to 1.42 million cubic yards of waste leachate. The leachate that is not

⁶ Submitted by Waste Management to the MPCA in January 2012.

⁷ Source: 2011 Annual Operating Report, Spruce Ridge Resource Management Facility, SW-6, prepared by Liesch Associates, Inc., January 2012.

recirculated back through the landfill is collected in a 20,000-gallon above-ground leachate storage tank. The collected leachate is transported to the MCES facility in St. Paul for disposal and treatment.

On-Going Programs

1. The County will continue to monitor all test results of groundwater near the landfill. Any indication of a change in trend toward contamination of the water supply will be viewed as a warning and will be managed accordingly.
2. The MPCA will continue to conduct periodic safety and environmental compliance checks at SRRMF.
3. The County Board will continue to review MPCA inspection reports and water quality tests.
4. The County will continue to support the SRRMF's active methane gas management system in which Waste Management captures the methane gas generated and sells it as a fuel source to the City of Glencoe.
5. The County's Solid Waste Management Department, in partnership with the Minnesota Department of Transportation and the County Highway Department, will continue to review the impact of solid waste transportation on the County infrastructure. The designation of solid waste hauling routes will be reevaluated periodically.

Program Budget

Because the SRRMF is a privately owned and operated facility, the County does not have capital and operating costs related to land disposal of mixed MSW. The County's costs for SWAC and administrative expenses related to land disposal of mixed MSW are included as part of the solid waste budget found in Appendix B of this Plan.

Implementation Schedule

There are no specific land disposal programs proposed to be developed by the County, so there is no schedule of implementation. The County's programs to reduce waste and increase recycling and waste reduction are on-going and continuous.

5.2.9 Waste Tire Disposal and Recovery

Policies and Goals

The McLeod County Solid Waste Ordinance (attached as Appendix C) addresses waste tires in Section 12. Section 12.1.8 states that "Waste tires shall not be placed, stored, left or permitted to remain in a lake, stream, wetland, sinkhole, gully, waterway, flood plain or shoreland." To help residents meet this ordinance in full, the County accepts waste tires for recycling year-round and sponsors an annual tire collection event to ensure that residents have a convenient and economical way to dispose of waste tires. The end use for these tires may vary and is determined by the

tire processor. The County will inform residents on how to properly dispose of waste tires and how to prevent waste tire build-ups or stockpiles.

Existing Waste Tire Practices

The County provides a year-round option for residents to drop off car and truck (no tractor, ATV, equipment, or semi-truck) tires for recycling at the County's Solid Waste Management Department site in Hutchinson for a fee.

In addition, the County conducts an annual County-wide Collection Event in which problem materials (e.g., tires, mattresses, scrap metal, appliances, electronics, childseats, and HHW) are collected from residents. The event is held at the County's Solid Waste Management Department located on 5th Avenue SE in Hutchinson. Larger tires such as tractor, ATV, equipment, and semi-truck tires are accepted at this event.

The fees charged to the tire recycling participants covers approximately 50 percent of the total recycling service with the County subsidizing the rest of the expense.

The SRRMF accepts tires (including tractor, ATV, equipment, and semi-truck tires) year-round for a fee and has a permitted storage area for waste tires to be stored prior to recycling.

Retailers that sell tires must accept at least the same number of waste tires from customers as are sold to them and may charge customers a fee to recycle the used tires.

McLeod County is not aware of any unpermitted tire dumps or piles located in the County.

The transportation of waste tires must be conducted by MPCA-permitted waste tire transporters. The County has used the following permitted transporters for removing tires collected during County-wide collection events:

- Liberty Tire, WT0022
12498 Wyoming Avenue South
Savage, MN 55378
- First State Tire Disposal Inc., WT0014
1500-278th Lane North East
Isanti, MN 55040

The current end use of waste tires collected by the County include crumb rubber, tire derived fuel, rubber mulch, backfill material, and roadway bedding.

Per the MPCA's problem materials generation recycled calculation, approximately 73.3 tons of waste tires are recycled per year in McLeod County.

Specific Programs to be Developed

The Solid Waste Director will continue to work with local law enforcement officials and the County attorney to address any illegal disposal of waste tires.

Responsible Persons

Solid Waste Coordinator, Solid Waste Director, and Recycling Manager.

Required Staff Time

Staff time is included under Problem Materials management, 0.19 FTE = 380 hours per year.

Program Budget

Tire collection programs are funded by the County's portion of the landfill tip fee, SCORE Funding, as well as a portion of the fee charged to residents when they drop-off tires for recycling.

The 2012 budget for waste tire recycling is \$4,400.

Implementation Schedule

The waste tire collection program is on-going and continuous. The annual County-wide Collection Event is held on the Saturday before the Memorial Day weekend holiday.

5.2.10 Electronic Products

Policies and Goals

As mentioned in Section 3.1, one of the County's solid waste management goals is to "ensure the establishment and operation of a solid waste management system that minimizes environmental risks, provides an environmentally safe disposal method, maximizes the recovery of recyclable materials, and minimizes total costs to the citizen."

McLeod County has established an electronics collection program to meet this goal and comply with the current ban on electronics containing cathode-ray tubes (CRTs)⁸ from solid waste disposal facilities as mandated by Minn. Statute, Section 115A.9565.

Existing Electronic Products Management Practices

The disposal of electronic waste poses several problems including the possible leakage of hazardous material and a considerable loss of landfill space. Unusable electronics contain recyclable materials and the County encourages the recycling of these materials by County residents, and private and public industries. The County, with the assistance of its municipalities, educates the public on proper disposal and recycling of electronic waste, and provides or administers on-going recycling opportunities for all residents.

⁸ Includes video display devices defined as a "television or computer monitor, including a laptop computer, that contains a cathode-ray tube or a flat panel screen with a screen size that is greater than nine inches measured diagonally and that is marketed by manufacturers for use by households."

The County began its electronics recycling program in 2004 by adding it to the County-wide Collection Event. A total of 5,363 pounds of electronics were collected that year and a recycling fee was collected from residents who dropped off electronics to be recycled.

Currently, the City of Hutchinson offers a spring and fall curbside collection opportunity for residential electronic waste through their current contracted waste hauler. The cities of Glencoe, Winsted, and Brownton offer their yard waste sites as seasonal collection sites for electronic waste. Any resident may pay the recycling fee (currently \$10 per item)⁹ at their city office and then drop off their electronic waste at one of these local yard waste sites. Each city then passes the collected fees on to the County for electronics recycling. The County contacts the contracted electronics recycling vendor for pick-up and recycling services. In addition, the County's Solid Waste Management Department building in Hutchinson serves as the year-round recycling site for the entire County. Table 5-5 reflects the reported quantities of electronic waste collected through the County-sponsored collection sites and County-wide Collection Event for the last four years.

Table 5-5
Tons of Electronics Collected by Communities
McLeod County, MN

City/Location	2008	2009	2010	2011
Hutchinson	9.27	3.71	7.18	N/A
Glencoe	2.89	0.53	2.31	2.88
Winsted	3.63	1.50	1.66	.003
Brownton	1.58	0.68	0.84	0.30
County-wide Collection Event	3.52	231 ⁽¹⁾	3.27	7.12 ⁽²⁾

⁽¹⁾ Data reported as number of units rather than tons.

⁽²⁾ Indicates tons collected through County-wide Collection Event and relocation of Hutchinson site.

In addition to the municipal and County-sponsored collection of electronic waste, other options available to County residents for electronics recycling include:

- The SRRMF – The landfill charges \$25.00 per electronic item.
- Best Buy in Hutchinson – Best Buy does not charge a fee for most items.
- BMH Enterprises in Hutchinson – BMH charges a fee for electronics recycling.

All collectors of electronic waste are required to be registered by the State of Minnesota.

Specific Programs to be Developed

The County is considering operating the electronics recycling program at its Solid Waste Management Department building only, to comply with the State's requirement

⁹ There is no fee for recycling electronics smaller than a laptop computer or electronic accessories.

to keep electronic waste indoors to eliminate the risk of environmental hazards. The County is considering purchasing trailers to comply with this requirement while keeping the additional sites open in conjunction with the appliance recycling program. If feasible, the County will purchase four utility trailers, one for each site (Glencoe, Winsted, and Brownston) and one to keep in rotation so that an empty trailer can replace a full trailer when it is removed so that its contents can be unloaded.

The County will maintain its current programs including the following:

1. The County will continue to recognize and abide by the statutory ban on the disposal of CRTs in a solid waste disposal facility.
2. The SRRMF will continue to provide an electronics drop-off site. The current cost for disposal is \$25.00 per unit. (No processing of electronic waste is done at the site.)
3. The County will continue to provide information on collection and disposal sites and other pertinent information on electronics recycling. This will be included as part of the County's solid waste education program.
4. The County currently contracts with electronics recyclers. The County and cities will continue to work together to ensure all electronics recyclers are complying with all state and federal environmental rules and regulations.
5. The County will continue to provide daily acceptance of electronics for recycling at its Solid Waste Management Department building in Hutchinson.

Responsible Persons

Solid Waste Director.

Required Staff Time

Staff time is included under Problem Materials management, 0.19 FTE = 380 hours per year.

Program Budget

The electronic waste drop-off and recycling program is funded, in part, by individual residents paying the electronics recycling fee for each electronic item to be recycled. The cost of labor to collect electronic waste is covered under the municipal site monitoring reimbursement paid to each of the three municipal sites, and through Solid Waste and Recycling wages. Funding for education, advertising, and administrative costs are budgeted from the landfill tip fees.

The 2012 budget for electronics recycling is approximately \$12,000 and also includes appliance recycling.

Implementation Schedule

The County's electronics collection and recycling program is on-going and continuous. The implementation schedule of proposed programs is unknown at this

time due to budget constraints, however it is the County's intent to implement the utility trailers for electronics drop-off collection in 2012 if feasible.

5.2.11 Major Appliance Management

Policies and Goals

The McLeod County Solid Waste Ordinance (attached as Appendix C) reflects the current ban on appliances from solid waste disposal facilities as mandated by Minn. Statute, Sections 115A.552, subd. 1 and 115A.9561. Specifically, Section 12.2.1 - "White Goods Prohibition" states that white goods shall not be disposed as mixed MSW. Section 12.2.2 - "Recycling Required" states that white goods must be reused or recycled including the removal of capacitors and ballasts that may contain polychlorinated biphenyls (PCBs), the removal of chlorofluorocarbon (CFC) gases, and the recycling of metals and mercury.

Existing Appliance Management Practices

The disposal of major appliances poses several problems including the possible leakage of hazardous material and a considerable loss of landfill space. Unusable appliances contain recyclable materials and the County requires the recycling of these materials by County residents and private and public industries. The County, with the assistance of its municipalities, educates the public on proper disposal and recycling of appliances, and provides or administers on-going recycling opportunities for all residents. Four municipal yard waste sites also serve as collection sites for appliances and are promoted by the County.

Currently, the City of Hutchinson offers a spring and fall curbside collection opportunity for residential appliances through their current contracted waste hauler. The cities of Glencoe, Winsted, and Brownton offer their yard waste sites as seasonal collection sites for appliances. Any County resident may pay the appliance recycling fee (currently \$10 per item) at their city office and then drop off their used appliance at one of these local yard waste sites. Each city then passes the collected fees on to the County for appliance recycling. The County contacts the contracted appliance recycling vendor for pick-up and recycling services. In addition, the County's Solid Waste Management Department building in Hutchinson serves as the year-round recycling site for the entire County.

Another option available to County residents for appliance recycling is the SRRMF. There is a charge of \$25.00 per appliance at the SRRMF. Most retailers that sell appliances accept old ones in exchange for a new appliance purchase. Some scrap yards also accept appliances for recycling. All appliance collectors and recyclers must meet the MPCA guidelines and certified technicians are required to remove refrigerants from appliances prior to recycling.

Per the MPCA's problem materials generation recycled calculation, the estimated number of appliances generated per year in the County is 0.10 per person per year or 3,665 appliances in 2010. Assuming an average weight of 150 pounds per appliance, at an 80 percent recycling rate, this equates to approximately 220 tons per year

recycled. Table 5-6 reflects the actual quantities of appliances collected through the County-sponsored collection sites and the annual County-wide Collection Event for the last four years. (Table 5-6 does not include the tons of appliances collected by the SRRMF, appliance retailers, or scrap yards.)

**Table 5-6
Tons of Appliances Collected by Communities
McLeod County, MN**

City/Location	2008	2009	2010	2011
Hutchinson	19.0	14.7	22.5	N/A
Glencoe	6.1	3.6	5.3	2.8
Winsted	8.5	4.6	6.6	2.0
Brownton	4.7	5.5	4.4	4.7
County-wide Collection Event	10.5	14.2	9.2	41.3 ⁽¹⁾
TOTAL	48.8	42.6	48.0	50.8

⁽¹⁾ Indicates tons collected through County-wide Collection Event and relocation of Hutchinson site.

Specific Programs to be Developed

The County plans to maintain the current programs for the recovery of major appliances during the next ten years and has no plans for new programs. The County's on-going appliance management includes the following:

1. The County will continue to recognize and abide by the statutory ban on the disposal of any appliance in a solid waste disposal facility.
2. The SRRMF will continue to provide an appliance drop-off site. The current cost for disposal is \$25.00 per unit. (No processing of appliances is done at the site.)
3. The County will continue to provide information on collection and disposal sites and other pertinent information on appliance recycling. This will be included as part of the County's solid waste education program.
4. The County currently contracts with appliance recyclers. The County and cities will continue to work together to ensure all appliance recyclers are complying with all state and federal environmental rules and regulations.
5. The County will continue to provide daily acceptance of appliances for recycling at its Solid Waste Management Department building in Hutchinson.

The County estimates that at least 220 tons of major appliances will be recovered each year for the next ten years.

Responsible Persons

Solid Waste Director.

Required Staff Time

Staff time is included under Problem Materials management, 0.19 FTE = 380 hours per year.

Program Budget

The appliance drop-off and recycling program is funded, in part, by individual residents paying the appliance recycling fee for the disposal of each appliance. The cost of labor to collect appliances is covered under the municipal site monitoring reimbursement paid to each of the three municipal sites, and through Solid Waste and Recycling wages. Funding for education, advertising, and administrative costs are budgeted from landfill tip fees.

The 2012 budget for appliance recycling is approximately \$12,000 and also includes electronic waste recycling.

Implementation Schedule

There are no new appliance management programs proposed to be developed by the County, so there is no schedule of implementation. The County's programs, aimed at reusing and recycling major appliances, are on-going and continuous

5.2.12 Automotive Mercury Switches, Motor Vehicle Fluids and Filters, and Lead-Acid and Dry Cell Batteries Management

Policies and Goals

Disposal of automotive mercury switches, motor vehicle fluids and filters, and lead-acid and dry cell batteries in solid waste disposal facilities is illegal under Minnesota State Law (Minn. Stat., sections 116.92, 115A.916, 115A.915, and 115A.9155 respectively). The County's programs reflect these disposal bans as mandated by the State of Minnesota.

As mentioned in Section 3.1, one of the County's solid waste management goals is to "ensure the establishment and operation of a solid waste management system that minimizes environmental risks, provides an environmentally safe disposal method, maximizes the recovery of recyclable materials, and minimizes total costs to the citizen."

Automotive Mercury Switches

Mercury switches in motor vehicles must be removed before the vehicle is crushed (Minn. Stat. section 116.92, subd.4c).

Motor Vehicle Fluids and Filters

Retailers of motor oil and filters are required to provide access to at least one nongovernmental site for collection of used motor oil and used motor oil filters from the public within a city or town with a population of greater than 1,500 outside the seven-county metropolitan area (Minn. Stat. section 325E.112).

Lead-acid and Dry Cell Batteries

Disposal of dry cell batteries containing mercury, silver oxide, lithium, nickel metal hydride, nickel cadmium or sealed lead-acid at a solid waste disposal facility is illegal under Minnesota State Law. Auto battery retailers are required to accept used lead-

acid batteries from consumers and recycle them (Minn. Stat., sections 325E.115 and 325E.1151).

Existing Automotive Mercury Switch, Motor Vehicle Fluids and Filters, and Lead-Acid and Dry Cell Battery Programs and Practices

Automotive Mercury Switches

The County accepts automotive mercury switches from VSQGs at the HHW Facility, however no switches have been brought in to-date.

Motor Vehicle Fluids and Filters

The County has made available a complete list of collection sites for used oil and filters located within the County. This list is updated annually and available in the McLeod County Product Stewardship Directory and at the HHW Facility. A variety of educational information is also available at the facility such as brochures and fact sheets. With the completion of the HHW retrofit project in 2000, the HHW Facility began accepting waste motor oil from the public.

In 2010, the County recovered 48.9 tons of used oil and 17.3 tons of used oil filters.

Lead-acid and Dry Cell Batteries

State law requires any establishment selling lead-acid batteries to also accept used batteries from customers.

Although legislation has banned the use of mercury in dry-cell batteries, the County encourages recycling of these batteries and provides a site for collection as well as a list of various other sites for proper disposal. The County is also committed to recycling alkaline and zinc air batteries in an effort to promote the importance of recycling other miscellaneous household-generated material and to divert more waste from the landfill. Alkaline batteries were accepted for recycling by the County in 2006. As of 2010, 9,292 pounds of alkaline batteries have been recycled.

The County provides a variety of educational information regarding proper disposal of all types of batteries, including why they are hazardous, why it is important to recycle them, and where they can be recycled in the County.

In 2010, the County recovered 227.5 tons of vehicle batteries.

Specific Programs to be Developed

The County may, in the future, consider the benefits of establishing an above ground storage tank for the bulking of motor oil.

In 2013, the County plans to provide postcard reminders to area salvage yards relative to the proper handling and disposal of automotive mercury switches and inform them of the County's VSQG program.

The County plans to maintain the current programs for the recovery of automotive mercury switches, motor vehicle fluids and filters, and lead-acid and dry cell batteries during the next ten years. The County's on-going programs include the following:

1. The County will continue to provide a public awareness program regarding proper disposal and potential hazards of improper disposal of these wastes as part of the County's solid waste public education efforts. In conjunction with this program, businesses selling lead-acid batteries, motor oil, and oil filters will be informed of their responsibility to provide information on recycling/disposal locations or accept batteries, used oil, and oil filters for recycling.
2. The County will annually update its listing of businesses accepting these materials for recycling and publish it in each updated version of the McLeod County Product Stewardship Directory. A listing of these drop sites will be available for residents at all public entrances to the Solid Waste Management Department building, and on the County's website.
3. The County's HHW Facility will continue to be a drop-off site for all batteries, motor oil, and oil filters.
4. News releases pertaining to proper disposal of motor oil and oil filters will be submitted to local newspapers annually. These news releases will discuss the hazards involved in improper disposal and offer the HHW phone number for further information.

Program Budget

Funding for disposal of batteries comes from the County's landfill tip fee at the SRRMF. The recycling of lead-acid batteries generates revenue which offsets some of the disposal costs for recycling the other batteries collected.

The County receives revenue for the recycling of its waste motor oil. Costs incurred for the disposal of oil filters are paid through user fees collected from the public. Public awareness notices are paid through the Solid Waste Education budget.

Future funding for any upgrades to the current operation will be from the landfill tip fees generated from waste disposed at the SRRMF. The 2012 budget for HHW disposal, which includes batteries, is \$35,000.

Responsible Persons

Solid Waste Coordinator and HHW Technician.

Required Staff Time

Staff time is included under Problem Materials management and HHW Operations 2.085 FTE = 4,170 hours per year.

Implementation Schedule

Programs for the recovery of automotive mercury switches, motor vehicle fluids and filters, and lead-acid and dry cell batteries are on-going and continuous.

5.2.13 Household Hazardous Waste (HHW) Management

General Policies and Goals

This section of McLeod County's SWMP complies with Minn. Statute, Section 115A.96, subd.6, "Household Hazardous Waste Management Plan."

The County's HHW Program has four goals: 1) address the proper disposal of hazardous wastes from households in order to keep this material from adversely affecting the environment; 2) reduce the usage of hazardous products; 3) administer miscellaneous recycling programs to divert more types of waste from the MSW stream while reducing contamination of the residential recyclable materials disposed at the County's MRF; and 4) properly manage problem materials.

As part of the HHW management program, the County collects spent fluorescent bulbs for recycling. Fluorescent bulbs pose a threat to the environment due to their mercury content. Disposal of fluorescent bulbs and HID lamps are illegal under Minnesota State Law (115A.932). The County encourages the use of fluorescent bulbs, as they are more energy efficient.

The McLeod County HHW management program operates under the Stearns County/Tri-County Regional Program.

Existing Programs and Practices

Household Hazardous Waste Facility

The County built a permanent HHW Facility in 1994 to serve the residents of the County. The County outgrew the facility and a new HHW Facility was designed in an existing office/warehouse building. This retrofit was completed in 2000 and now houses the entire Solid Waste Management Department and its programs.

The HHW Facility is open year round and participation has continued to increase as shown in Table 5-7 below.

Table 5-7
HHW Facility Participation, 2007-2011
McLeod County, MN

Year	Participation	Percent of Households ⁽¹⁾	Change in Participation (%)
2007	2,450	17.3%	- 0.1%
2008	2,478	17.5%	+ 0.2%
2009	3,221	21.2%	+ 3.7%
2010	3,329	22.7%	+ 1.5%
2011	3,468	36.8%	+ 14.1%

⁽¹⁾ In 2010 the number of households in McLeod County changed from 14,190 to 14,639 based on the McLeod County Auditor's population estimates.

The quantities of materials received at the County's HHW Facility for the last six years are shown in Table 5-8.

Table 5-8
HHW Tons Received at HHW Facility, 2006-2011
McLeod County, MN

	2006	2007	2008	2009 ⁽¹⁾	2010	2011
Tons	56.8	62.1	61.7	82.3	90.2	105.4

A Product Exchange is operated at the HHW Facility where products are available to the public at no charge. The Product Exchange program was more accurately renamed the Freeuse Center in 2010. The quantities of materials diverted from disposal through the Freeuse Center are shown in Table 5-9.

Table 5-9
HHW Tons Reused (Freeuse Center), 2006-2011
McLeod County, MN

	2006	2007	2008	2009 ⁽¹⁾	2010	2011
Tons	12.4	17.5	17.3	19.6	21.4	24.2

In 2011, the HHW Facility installed a large door connecting the current HHW Facility with the warehouse. This addition has allowed the HHW program to meet the growing needs of the program by creating an area for storage of non-regulated items; allows for the recycling of miscellaneous materials including expanded polystyrene, plastic paint pails, drums, and packing supplies; and allows for the safe loading of HHW for shipments.

HHW Mobile Unit

On September 19, 1998, the first HHW mobile collection was held in Glencoe. A total of 197 households participated in this event. The County contracted with Stearns County to conduct this collection event. In 1998, a gooseneck trailer and truck were purchased to serve as the McLeod County HHW Mobile Unit. Mobile collections were originally scheduled annually for Plato, Silver Lake, Lester Prairie, Stewart, Biscay, Glencoe, Winsted and Brownton. Collections are typically held for either 3 or 4 hours during which time residents are able to dispose of the same types of materials accepted at the HHW Facility. Due to budget cuts, the ability of the County to conduct mobile collections has decreased over the years. Typically, one or two mobile events are conducted each year. Starting in 2010, the HHW program began mobile collections to accept HHW from employees at different County offices, conducted during the lunch period using the County's mobile HHW vehicle.

Fluorescent Bulbs

Although the acceptance of fluorescent bulbs began in 1995 with the scheduling of two collections per year, the County added a permanent collection program in 2000 with the move to the new retrofitted HHW Facility. The two annual collections were

phased out by 2007 in favor of using the HHW Facility to manage the collections on a regular basis. In addition to fluorescent bulbs, the HHW program accepts other types of bulbs for recycling, including: incandescent, sodium halide, mercury, HID, light-emitting diode (LED), halogen, and neon bulbs.

Table 5-10 shows the quantities of fluorescent bulbs collected by the County for the last six years.

Table 5-10
Fluorescent Bulb Collection, 2006-2011
McLeod County, MN

Year	Bulbs Collected
2006	9,804
2007	11,717
2008	12,929
2009	11,615
2010	9,474
2011	12,204

On-Going Programs

1. Education

- A. Education and promotions for the HHW Facility and mobile unit incorporate the following:
 - i. Proper disposal of hazardous wastes from the home;
 - ii. Label reading to determine hazardous materials and their uses;
 - iii. Proper storage and transportation of HHW;
 - iv. Freeuse Center;
 - v. HHW Reduction and Safer Substitutes Programs; and
 - vi. Use of social media and County website.
- B. Educational tools used include:
 - i. Display boards at area libraries, schools and businesses;
 - ii. County Fair Booth, including the HHW Mobile Unit;
 - iii. Inserts in local papers;
 - iv. Brochures on HHW given to local realtors, area businesses and the Welcome Neighbor Program;
 - v. Educational articles and news releases;
 - vi. Presentations given at local schools and civic groups;
 - vii. HHW Facility Tours; and
 - viii. Use of social media and the County website.

2. Collection

A. HHW Facility

The HHW Facility accepts typical HHW materials including latex and oil based paint, adhesives, flammable products, acids, bases, sealers, weed killers and other poisons, etc. The HHW Facility is open Tuesday through Friday from 8 a.m. to 4 p.m. From June 1 to September 1, the Tuesday hours are extended until 8 p.m. The Facility also serves as a source for information on used oil/filter management, fluorescent bulb recycling, battery management, problem materials, and miscellaneous recycling.

The County also accepts agricultural pesticides for the Minnesota Department of Agriculture and maintains a license with the State of Minnesota to operate a Very Small Quantity Generator (VSQG) program to accept hazardous wastes from businesses.

B. Problem Materials

Under the Problem Materials program, the HHW Facility is responsible for the promotion and education of used tires, waste oil, antifreeze, oil filters, electronics, appliances, fluorescent bulbs, ballasts, single-use propane cylinders, and any other material that would otherwise cause adverse environmental effects if not properly managed or recycled.

C. Miscellaneous Recycling

Under the Miscellaneous Recycling program, the HHW Facility is responsible for the promotion, education, and collection of recordable media, packing material, expanded polystyrene, holiday lights, corks, crayons, fishing line and lead sinkers, water filters, and any other items that can be properly recycled to minimize contamination of the residential recyclable materials managed by the MRF.

D. Freeuse Center

Due to the increase in usable product from the Freeuse Center, the County purchased a paint can shaker in 2006 to expedite the process of checking the usable material and to reduce the risk of employee injury due to the repetitive motion involved.

E. Mobile Unit

Community collections utilizing the mobile unit will continue to be conducted, on an as-needed basis. This need will be reviewed each year. The items to be accepted at these collections will be the same as those collected at the permanent Facility. Each collection will last approximately 3 hours. County staff will oversee these collections.

F. Take It To The Box

In a partnership with local law enforcement, the County promotes a pharmaceutical waste take-back program. The "Take It To The Box" program

promotes the safe use, storage, and disposal of unneeded prescription and over-the-counter medications. This includes both human and animal medications.

The Take It To The Box medication disposal boxes are available 7 days a week, 24 hours a day at the following locations:

- McLeod County Sheriff's Office
- Winsted Police Department
- Hutchinson Police Department

Specific Programs to be Developed

The County plans to maintain the current programs for the management of HHW during the next ten years. In addition, the County will:

1. Consider the addition of an above ground storage tank to accommodate the waste oil recycling efforts.
2. Add public surveillance camera(s) in the receiving area to allow technicians to monitor traffic via closed circuit video.
3. Research participation software to aid in the monthly and annual reporting.
4. Continue to research and add other miscellaneous recycling programs, to continue assisting the MRF with contamination issues, and to divert more waste streams from the MSW landfill.
5. Research and develop the future goals of the HHW Facility if/when the Department expands onto the neighboring property.
6. Propose expanding the offsite collection of HHW to include employee collections at area businesses during the work day.
7. Increase awareness and conduct additional educational efforts to promote the proper disposal of hazardous waste for businesses through the VSQG program.

Responsible Persons

Solid Waste Coordinator and HHW Technician.

Required Staff Time

Staff time dedicated to HHW Operations equals approximately 2.015 FTE or 4,030 hours per year. (Hours include HHW mobile unit and VSQG program. Additional hours may include those listed under Problem Materials, Misc. Recycling, and Education programs.)

Program Budget

The 2012 approved HHW budget is \$205,005.

Implementation Schedule

The County's HHW programs are on-going and continuous. The implementation schedule of proposed programs is unknown at this time due to budget constraints, however it is the County's intent to implement the following programs if and when feasible:

- Add public surveillance camera(s) in the receiving area (2013);
- Research participation software to aid in the monthly and annual reporting (2013-2014); and
- Increase awareness and conduct additional educational efforts to promote the proper disposal of hazardous waste for businesses through the VSQG program (2013).

The education program is on-going and will continue to grow in scope. The expanding needs and demands of the HHW program will continue to be evaluated to best serve the County with the most environmental considerations explored.

5.2.14 Construction and Demolition (C&D) Debris

General Policies and Goals

The County allows disposal of C&D debris at licensed sites only. C&D debris sites are licensed under the County's Solid Waste Ordinance as Solid Waste Facilities and must meet all requirements of Minnesota Rule 7001.3425 related to Demolition Debris Land Disposal Facilities. The main goal of this program is to mitigate any environmental effects from improperly disposed C&D waste by allowing sites to be licensed within the County to provide proper disposal.

Existing C&D Debris Practices

Table 5-11 shows the site locations and the quantities accepted at each permitted C&D debris landfill in the County for the last three years.

Table 5-11
Permit By Rule C&D Debris Sites
McLeod County, MN

Site / Location	Quantities (in Tons)		
	2009	2010	2011
Waste Management Demolition Landfill (formerly Allview) Section 14, Lynn Township	2,225	431	321
Hansen Demolition Landfill Section 5, Lynn Township	14,605	13,870	17,520
SRRMF Sections 30 & 31, Rich Valley Township	77,201	62,853	61,043

Permit-by-Rule demolition debris sites currently licensed by the County must comply with local zoning requirements and general reporting requirements.

Specific Programs to be Developed

There are no specific C&D debris programs proposed to be developed by the County. The County will continue to license C&D debris sites.

Responsible Persons

Solid Waste Director and Solid Waste Coordinator.

Required Staff Time

Staff time includes hours under Landfill Issues and Solid Waste Licensing, FTE 0.165 = 330 hours per year.

Program Budget

The program budget for C&D debris management is included under Solid Waste Administration wages.

Implementation Schedule

The licensing of C&D debris sites is on-going and continuous.

5.3 County Solid Waste Ordinance

5.3.1 Status of Solid Waste Ordinance

The McLeod County Solid Waste Management Ordinance was revised in 1996. The original ordinance had been written in 1974 and needed major revisions in order to make it consistent with existing federal and state legislation as well as the changes in the existing solid waste management system. The ordinance is included as Appendix C to this Plan. The ordinance addresses the following issues:

- On-site disposal regulations
- Volume-based collection requirements
- MSW commercial hauler licensing process
- Problem wastes (tire, appliances, batteries, and used oil) management
- Banned materials management
- Illegal dumping enforcement
- Reporting requirements for commercial haulers of solid waste and recyclable materials
- Solid waste management and abatement facilities (MSW Land Disposal, Construction and Demolition Land Disposal, Composting, Recycling, etc.) fees and charges

- Solid waste storage and containers
- Solid waste management and abatement facilities – closure, fees, reporting, licensing, etc.
- CII waste generator reporting requirements

The County has had no problems or issues with implementing or enforcing the current ordinance.

5.3.2 Ordinance Amendments

Depending on the availability of funds, the County will revise the ordinance within the next three to five years.

At this time, the only known change to the ordinance will be to repeal Section 16.3.1 - the Administrative Penalty Order, because it is rarely used.

Responsible Persons

Solid Waste Director and Solid Waste Coordinator.

Required Staff Time

Included as part of the Enforcement, Administration, Landfill Issues, Solid Waste Licensing, and Reporting staff time.

Implementation Schedule

Monitoring the Solid Waste Ordinance is on-going and continuous.

5.4 Solid Waste Staff

5.4.1 Existing County Solid Waste Staff

Currently, McLeod County has nine full-time employees charged with planning, coordinating, managing, and operating the solid waste management programs. The County Solid Waste Director administers all programs and is responsible for most of the planning, enforcement and landfill issues. The County Solid Waste Coordinator assists the Director, serves as the coordinator for the education of all department programs, and supervises the HHW program. The Recycling Manager is responsible for the daily operation of the MRF, marketing of commodities, and is the contact for contracted recycling services. The HHW Technicians are responsible for daily operations at the HHW Facility, VSQG program, miscellaneous recycling, and mobile unit operations. The Transportation & Quality Control Coordinator is responsible for coordinating the delivery and pick-up of loads, warehouse inventory, and MRF operations. The Solid Waste Secretary is responsible for accounts payable/receivable, department organization, and meeting coordination. The Recycling Operators assist the manager with the day-to-day operation of the MRF and assist the public with recycling and problem material drop off. The HHW Intern, a seasonal position, is

responsible for assisting the HHW Technicians with the day-to-day operations of the HHW Facility.

Table 5-12 lists the County's current solid waste staff positions and annual estimated hours. Appendix B includes the annual budget projected for 2012 solid waste abatement programs including staff salaries and wages.

Table 5-12
Estimated County Staff Time Required Annually for
Solid Waste Management Planning and Implementation
McLeod County, MN

Program or Task	SW Director	SW Coord	Recyc Mgr	HHW Tech	Trans QC Coord	Recyc Oprtr	SW Scrtry	HHW Intern	Total FTE	Total Hours
Waste Reduction		0.01							0.01	20
Education-SW		0.04					0.03		0.07	140
Education-HHW		0.08		0.1			0.05	0.01	0.24	480
Education-Recycling		0.08				0.01	0.05		0.14	280
Education-PM		0.04					0.02		0.06	120
Residential Recycling	0.1	0.02	0.2		0.1	0.5			0.92	1,840
Rural Recycling	0.1		0.2		0.1	0.5			0.9	1,800
CII Recycling	0.1	0.01	0.2		0.2	0.5	0.05		1.06	2,120
Marketing/Transportation	0.1		0.12		0.225		0.05		0.495	990
Aluminum Redemption		0.02				0.2	0.15		0.37	740
Paper Drives			0.03		0.2	0.05	0.05		0.33	660
Composting/Yard Waste	0.1	0.01					0.02		0.13	260
Landfill Issues	0.1						0.02		0.12	240
Solid Waste Licensing	0.01	0.015					0.02		0.045	90
Reporting	0.01	0.2		0.05			0.1		0.36	720
Data Entry		0.07		0.07		0.2	0.2		0.54	1,080
HHW Operation		0.09		1.6				0.205	1.895	3,790
HHW Mobile Unit		0.005		0.01				0.005	0.02	40
Problem Materials	0.02	0.01	0.05	0.01	0.1				0.19	380
Misc. Recycling		0.01	0.03	0.05	0.05			0.01	0.15	300
Event Recycling		0.01			0.005		0.05		0.065	130
VSQG		0.05		0.05					0.1	200
Enforcement	0.05	0.01							0.06	120
Conference/Trainings	0.01	0.02	0.02	0.05	0.02	0.04	0.01	0.01	0.18	360
Program Research/Planning	0.1	0.05	0.05	0.01			0.03		0.24	480
Administration	0.2	0.15	0.1				0.1		0.55	1,100
Totals	1	1	1	2	1	2	1	0.24	9.24	18,480

5.4.2 Future Staffing Needs

Future staff additions to be considered by the County may include:

- Full-time Office Manager;
- HHW Manager/Lead;
- Full-time Seasonal HHW Technician; and/or
- Part-time Permanent Recycling Operator.

5.4.3 County Solid Waste Advisory Committee (SWAC)

In addition to the County solid waste staff described above, the County also has a Solid Waste Advisory Committee (SWAC). The SWAC was instituted in 1985 and consists of 18 members, including representatives from city and County government, local business and industry, waste haulers, and the general public. The committee meets once per quarter or as needed, at the discretion of the Solid Waste Director. The committee may divide into sub-committees which focus on specific solid waste issues, including recycling, landfilling, and yard waste. The SWAC maintains current knowledge of waste management options through learning about successful programs and facilities in other counties. The SWAC presents specific and clear recommendations on solid waste issues to the County Board for consideration of adoption. Responsibilities of the SWAC are outlined in their by-laws, a copy of which is available at the County's Solid Waste Management Department.

5.4.4 Program Budget

The total annual 2012 budget for salaries, wages, and benefits for solid waste abatement staff (Administration, Recycling, and HHW) totaled \$521,963. A ten-year Solid Waste Management Budget is provided in Appendix B.

5.5 Solid Waste Program Funding

5.5.1 Policies and Goals

1. Generators of solid waste are responsible for the costs of solid waste programs necessary to recover materials or energy from solid waste as well as for the costs of the ultimate disposal of unrecovered materials.
2. Generators of solid waste are responsible for the costs of recovery and disposal based upon the amount of waste they generate and the cost in handling the waste.
3. Property taxes will be used as a last resort for the funding of waste abatement and disposal operations in the County.
4. Solid waste disposed at SRRMF represents a resource. It is appropriate that revenue derived from this disposal be applied to County solid waste management

programs which exist to abate the need for land disposal, and future solid waste disposal alternatives.

5.5.2 Existing Solid Waste Funding Practices

The County's current solid waste management financing mechanisms include the following:

1. **Tip Fee.** Pursuant to Minnesota Statute, Section 115A.919, the County implemented a landfill tip fee or surcharge on each ton of incoming MSW at the SRRMF. The original surcharge was \$1.00 per ton. The surcharge was increased to \$3 per ton effective January 1, 1998, then reduced to \$1.50 in January of 2001, then increased to \$3.50 in November of 2012. Revenue generated from the landfill tip fee/surcharge is collected monthly and used to partially fund the County's solid waste abatement programs.
2. **Greater Minnesota Landfill Clean-up Fee.** Pursuant to Minnesota Statutes Chapter 115A.923, the County collects the \$6.66 per ton fee imposed by the MPCA to ensure landfill closure, post-closure, and clean-up. This fee partially funds the County's solid waste abatement programs.
3. **SCORE Funding.** The County relies on SCORE grants to partially fund its solid waste abatement programs.
4. **MPCA Grants.** The County has, in the past, received an annual grant from the MPCA to be used to partially fund its HHW program. The grant dollar amount is based on the previous year's participation numbers.

In addition, the County is aware of the environmental assistance opportunities offered by the MPCA including the Capital Assistance Program grant. McLeod County applied for a CAP grant in 2012 to upgrade and expand its MRF, however it remains to be seen whether that grant will be awarded.

5. **Recyclable Materials Revenue.** The County receives revenue from the sale of recyclable commodities that are processed, transported, and sold to end-users. As mentioned in the Marketing and Transportation discussion in Section 5.2.3, the County has revenue sharing arrangements with certain businesses and non-profit organizations for materials they bring to the MRF for recycling.

Table 5-13 illustrates the sources and projected amounts of solid waste abatement program revenue budgeted for 2012. A ten-year budget projection is provided in Appendix B and is based on research and historical trends of waste flow into the SRRMF.

Table 5-13
Solid Waste Program Funding, 2012 Budget
McLeod County, MN

Source of Funds	Annual Amount	Percent of Total Annual
SCORE Grant	\$91,497	5.2%
MPCA HHW Grant	\$12,475	0.7%
McLeod Co. tip fee/surcharge (SRRMF)	\$317,907	12.8%
McLeod Co. Solid Waste Abatement Fee (SRRMF)	\$1,411,507	56.8%
Recycling Income	\$431,500	24.5%
Interest	\$0	0%

As outlined in Appendix B, the total annual budget projected for 2012 solid waste abatement programs totals \$1,704,093. It is the general policy of the County to fund these programs from SCORE funds, MPCA grant funds, and County tip fee funds only. However, in the event of a short fall in these funds, remaining costs are generally funded via the Solid Waste Abatement fee.

Uses of all these funds, particularly the County tip fee, are strictly for solid waste abatement costs, landfill closure and post closure care costs, and similar operations as indicated in Minn. Stat., section 115A.919. Anticipated uses of these funds are solely for recycling and yard waste operations, HHW facility construction and operation, public education, and any County Board approved capital projects in the planning period to ensure an integrated state-of-the-art solid waste management system in the County.

The County continues to monitor legislation relating to the McLeod County Solid Waste Abatement Fund.

As discussed in Section 5.2.8 and in Section 2.2.6 of this Plan, the County's Solid Waste Management System may be impacted by the enforcement of Minn. Statute, Section 473.848 – Restriction on Disposal.¹⁰ This statute pertains to the MSW generated in the metropolitan area (the six counties that include and surround the Cities of Minneapolis and St. Paul).

McLeod County receives a tip fee from Waste Management of \$3.50 per ton and an abatement fee of \$6.66 per ton for all of the MSW disposed at the SRRMF. In 2011, approximately 35 percent of the MSW received at the SRRMF was generated in the metropolitan counties of Anoka, Carver, and Hennepin. The enforcement of Statute 473.848 may affect the quantities of metro-generated waste received at the SRRMF, however at the time of this writing, the breadth of the affect is uncertain.

In addition, metro-generated MSW may decrease in the future as metropolitan counties aim to increase their waste diversion to meet the mandated goals set forth in the MPCA's Metropolitan Solid Waste Management Policy Plan 2010-2030.

¹⁰ Source: MN Office of the Revisor of Statutes. <https://www.revisor.mn.gov/statutes/?id=473.848>

Also, the SRRMF may also be impacted by a landfill expansion proposed by neighboring Wright County, however because that expansion has not been permitted, the breadth of the impact is unknown.

The financial impact to the County if less waste was disposed at the SRRMF would result in a reduction in County tip fees and solid waste abatement fees paid to the County by Spruce Ridge.

The SWAC will recommend annually to the County Board a schedule of fees/charges appropriate to carry out County solid waste management programs.

5.6 Plan Review and Ten-Year Plan

The County will abide by the planning rules and guidelines of the State of Minnesota, providing plans every ten years or as mandated. The County will begin procedures to update this Solid Waste Management Plan nine years from State approval of this document.

5.7 Goal-Volume Table

The Goal-Volume Table (GVT) is attached to this Plan as Appendix A.

5.8 Itemized Solid Waste Budget

Based upon the solid waste management programs outlined in the previous subsections, the County has developed a 2012 budget and a ten-year planning budget that includes capital and operating costs for each solid waste program.

The financial assumptions used in the development of the ten-year planning budget include the following:

- Annual inflation rate of 2.20 percent per year based on the long-term Blue Chip Economic Indicator projections (March 2012).
- SCORE Funds are assumed to be \$91,497 throughout the 10-year planning period.
- HHW revenue of \$13,750 per year assumed throughout the 10-year planning period. (This includes an MPCA grant of \$12,475; \$1,000 from the Minnesota Department of Agriculture for pesticides collection; and \$275 from Sibley County as part of a reciprocity agreement.)
- Landfill tip fee and abatement fee revenues are based on landfill tonnage projections as detailed in the GVT in Appendix A.
- Recycling revenue of \$431,500 per year assumed throughout the 10-year planning period. (Revenue assumption was based on tonnage and market value of commodities at the time the budget was drafted in 2011.)

The 2012 budget for each of the solid waste programs are provided below in Table 5-14.

Table 5-14
Solid Waste Programs, 2012 Budget
McLeod County, MN

Program	2012 Approved Budget Expenditures (Est)
Solid Waste Education (solid waste reduction, recycling, and HHW)	\$24,800
Recycling (residential, commercial, marketing & transportation, paper drive, aluminum redemption, and school recycling)	\$963,206
Yard Waste Management (hauling & grinding and site monitoring/inter-governmental payments to cities, except Hutchinson)	\$53,989
Source-Separated Organic Materials Composting (site monitoring/inter-governmental payment to Hutchinson)	\$29,466
Waste Tire Disposal and Recovery	\$4,400
Electronic Products and Appliance Recycling	\$12,000
HHW and Automotive Mercury Switches, Motor Vehicle Fluids & Filters, and Lead-Acid & Dry-Cell Batteries Management	\$205,005
Solid Waste Administration ⁽¹⁾	\$411,227
Total Program Expenditures (Budgeted)	\$1,704,093

⁽¹⁾ Includes salaries, benefits, office expenses, etc. related to all of the solid waste programs, including C&D.

The detailed budget for the County's solid waste management system is provided in Appendix B.

5.9 Alternatives to Proposed System

If particular components of the proposed integrated solid waste management system (as described in Section 4 of this Plan) were to experience major operational difficulties, the County has contingency plans in place for each system as outlined below.

- **MSW** – MSW destined for the SRRMF would be diverted to Waste Management's transfer station in Norwood Young America, Minnesota.
- **Recyclable Materials** – The County would work with the vendor under contract (for County-wide residential recyclable materials collection) for potential processing services. Another alternative would be to work with the Kandiyohi Recycling Facility located in Willmar, Minnesota.
- **HHW** – The County would work with the Stearns County HHW program to arrange for proper disposal of HHW materials.

5.10 Environmental and Public Health Impacts

5.10.1 On-Site Disposal

In the County, it is estimated that approximately 2,099 tons or approximately 6 percent of the solid waste generated never enters the "official" waste management collection system. Approximately 13.6 percent of the population in the County manages their waste on-site through burying, burning and composting. This is based upon the number of households within the County without collection services.

Although this method is easy and low cost to the waste generator, there are significant risks to public health and the environment from on-site disposal of MSW. These risks include:

- Contaminated surface and groundwater from the leachate resulting from the inappropriately burned or buried garbage.
- Air pollution from particulates and chemicals released during open burning in burn barrels.
- Health risks to nearby residents caused by open burning. Those especially at risk are young children, the elderly, and people with respiratory problems.
- Aesthetic problems from on-site dumping.
- Grass/brush fires from trash fires which go out of control.

Smoke from burning trash may contain arsenic, benzene and other solvents, cadmium, carbon monoxide, chromium, dioxin, formaldehyde, hydrochloric acid, lead, nitrogen oxide, polyaromatic hydrocarbons and sulfuric acid. These pollutants and the small particulates which come from burning trash may cause such health problems as eye, nose, and throat irritation, lung irritation and congestion, skin irritations or burns, stomach or intestinal upset, eye damage and headaches or memory loss. Repeated exposure can lead to developmental problems in children and an increased risk of cancer.

Under Minnesota law, only farmers are allowed to bury or burn solid waste generated from the household and farming operation, if the burying is done in a nuisance free, pollution free and aesthetically acceptable manner on the land used for farming. The County Board has the option to require collection by passing a resolution that states solid waste collection services are reasonably available throughout the County. People living on a farm, but not actively farming, are not eligible for this exception to State law (Minnesota Statute, Section 17.135).

A 1993 amendment to the Waste Management Act created a new regulation which specifically disallows farmers from burying or burning tires, most plastics, HHW, appliances, household batteries, used motor oil or lead-acid batteries from motor vehicles.

The County Board may prohibit the deposit of other solid waste within the County through additional ordinance. The County may further require the owners or occupants of the property to remove the unauthorized deposit of solid waste or provide

for the removal of the solid waste at the owner's expense (Minnesota Statute Section 375.18, subd. 14).

The County solid waste ordinance reiterates these requirements.

5.10.2 Illegal Disposal

There are significant risks to public health and the environment from illegal disposal of MSW. These risks include:

- Contaminated surface and groundwater from the leachate resulting from the illegally disposed garbage.
- Aesthetic problems from litter and the financial cost of cleanup.

Unlawful disposal of waste in or on public or private lands, shorelands, roadways, or water is cause for a civil penalty based on the cost to legally remove, process and dispose of the waste (Minnesota Statute, Section 115A.99). A person unlawfully depositing such material is guilty of a misdemeanor (Minnesota Statute Section 609.68).

5.10.3 Plans and Programs to Mitigate Impacts of On-Site Disposal and Illegal Dumping

Complaints of illegal dumping are occasionally filed with the County Sheriff's Office or the Department of Natural Resources. The County Solid Waste Management Department responds to these complaints of illegal dumping on a case-by-case basis. The County encourages voluntary compliance through direct dialogue with the alleged violators.

The County may take additional action in two directions, both to encourage participation in the County solid waste management system and to further discourage on-site and illegal disposal methods which are harmful to public health and the environment. Presently, the County conducts public education to discourage on-site disposal. In addition, the County encourages recycling by providing seven drop-off centers.

The County is also considering the following recommendations to increase participation in the County's solid waste management system as follows:

- Provide convenient disposal options for rural residents at the SRRMF or other facilities.
- Require residents to have collection service or use a permitted disposal site.

The effects of both on-site and illegal disposal are increasingly being recognized as detrimental to public health and the environment. Although illegal disposal is not considered a major problem in the County, approximately 13.6% of County residents are not currently served by a solid waste collection system, and a portion of those are assumed to be managing their waste on-site.

In collaboration with the MPCA, McLeod County has partnered with local haulers by

offering to dispose of residents' burn barrels in exchange for garbage collection at a reduced rate or providing other incentives. The County held workshops in 2008 to inform residents of the laws against burning and the health concerns associated with burning waste. The burn barrel exchange program was outlined during these workshops and residents were provided with information on how to contact a licensed hauler for curbside collection of household waste. The County has a brochure on the Burn Barrel Program available to residents at the Solid Waste Management Department building, as well as on its website.

5.11 Solid Waste Facility Siting Program

Not applicable to McLeod County.

5.12 Public Participation

Members of the SWAC were involved in the review of this Plan. The Solid Waste Management Department and SAIC are responsible for the Solid Waste Plan re-writes, and the finalized Plan.

The Plan has been presented in its final form to the SWAC who recommends to send it to the McLeod County Board of Commissioners for their preliminary approval to send to the MPCA. Upon the MPCA's preliminary decision to approve the Plan, the MPCA shall provide public notice for public comment. The Plan will be placed on public notice by the MPCA and will be available for review and comment for thirty (30) calendar days at the following locations:

McLeod County Courthouse
830 East 11th Street
Glencoe, MN 55336

McLeod County Solid Waste Management Department
1065 5th Avenue SE
Hutchinson, MN 55350

After the thirty-day public comment period, the MPCA and the McLeod County Board of Commissioners shall consider all information received in making a final decision on the Plan and its approval.

As discussed in Section 5.4.3, the SWAC was developed to represent the various stakeholders affected by solid waste management issues in County and to provide input throughout the planning and implementation process. Records of SWAC, County board meetings, and other public meetings are kept in McLeod County Solid Waste Management's education library. In addition, citizen complaints and resolution of these complaints are also available for review in the McLeod County Solid Waste Management library.

Appendix A
MCLEOD COUNTY
GOAL-VOLUME TABLE

McLeod County Goal Volume Table Summary

Year	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020
Landfill Disposal – Spruce Ridge Landfill – tons										
McLeod County	18,214	18,396	18,580	18,766	18,954	19,143	19,335	19,528	19,723	19,920
MSW Imported to Spruce Ridge Landfill from other Counties – tons										
Anoka	8,278	8,361	-	-	-	-	-	-	-	-
Brown	32	32	32	33	33	33	34	34	34	35
Carlton	19	20	20	20	20	20	21	21	21	21
Carver	24,416	24,660	24,907	25,156	25,407	25,661	25,918	26,177	26,439	26,703
Cass	-	-	-	-	-	-	-	-	-	-
Chippewa	7,067	7,138	7,209	7,282	7,354	7,428	7,502	7,577	7,653	7,729
Dakota	-	-	-	-	-	-	-	-	-	-
Hennepin	34,384	34,728	-	-	-	-	-	-	-	-
Kandiyohi	14,433	14,578	14,723	14,871	15,019	15,169	15,321	15,474	15,629	15,785
LeSueur	19,792	19,989	20,189	20,391	20,595	20,801	21,009	21,219	21,431	21,646
Meeker	10,352	10,455	10,560	10,665	10,772	10,880	10,988	11,098	11,209	11,321
Morrison	-	-	-	-	-	-	-	-	-	-
Nicollet	3	3	3	3	3	3	3	3	3	3
Polk	-	-	-	-	-	-	-	-	-	-
Ramsey	-	-	-	-	-	-	-	-	-	-
Renville	1,208	1,221	1,233	1,245	1,257	1,270	1,283	1,296	1,309	1,322
Scott	7	7	7	8	8	8	8	8	8	8
Sibley	1,353	1,366	1,380	1,394	1,408	1,422	1,436	1,450	1,465	1,479
Stearns	11,705	11,822	-	-	-	-	-	-	-	-
Wright	58,577	59,163	59,754	60,352	60,955	61,565	62,180	62,802	63,430	64,065
<i>Total MSW Imported to Spruce Ridge Landfill</i>	<i>191,626</i>	<i>193,542</i>	<i>140,018</i>	<i>141,418</i>	<i>142,832</i>	<i>144,260</i>	<i>145,703</i>	<i>147,160</i>	<i>148,632</i>	<i>150,118</i>
Industrial Waste Disposed in MSW Cells at Spruce Ridge Landfill - tons										
Industrial Waste Tons to MSW Cells in County	-	-	-	-	-	-	-	-	-	-
Resource Recovery Facility Reject Residue (non-MSW)	1,029	1,039	1,050	1,060	1,071	1,081	1,092	1,103	1,114	1,125
Total Industrial & other Non-MSW Solid Waste	1,029	1,039	1,050	1,060	1,071	1,081	1,092	1,103	1,114	1,125

McLeod County Goal Volume Table Summary

Year	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020
Construction/Demolition Waste Landfills within the County										
Hansen Demolition										
Spruce Ridge Demolition										
Waste Management Demolition										
Total C&D cubic yards estimated, based on population	49,879	50,323	50,771	51,223	51,679	52,061	52,446	52,834	53,225	53,619
Yard Waste – received at YW sites in County										
Yard Waste - Cubic Yards	23,789	24,027	24,267	24,510	24,755	25,002	25,253	25,505	25,760	26,018
On-Site Disposal – bury, burn barrel, open burning										
Per Capita MSW Generation for On-Site-Disposal	2.3	pounds/person/day								
Population using On-Site Disposal of MSW	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000
Population % using On-Site Disposal	13.52%	13.40%	13.28%	13.17%	13.05%	12.96%	12.86%	12.77%	12.67%	12.58%

Appendix B
McLEOD COUNTY
SOLID WASTE MANAGEMENT BUDGET

**Appendix B - McLeod County 2012 Budget
Solid Waste Management Plan
McLeod County, MN**

		Base Year										
		2012	2013	2014	2015	2016	2017	2018	2019	2020	2021	2022
Population Change/year ^[1] =		0.89%	0.89%	0.89%	0.89%	0.74%	0.74%	0.74%	0.74%	0.74%	0.62%	0.62%
Population per Year ^[1] =		37,306	37,638	37,973	38,311	38,594	38,880	39,168	39,458	39,750	39,996	40,244
Households - Persons/HH ^[2] =	2.48	15,043	15,177	15,312	15,448	15,562	15,677	15,793	15,910	16,028	16,127	16,227
Tonnage Disposed at SRRMF												
McLeod County Tons to SRRMF		18,396	18,580	18,766	18,954	19,143	19,335	19,528	19,723	19,920	20,120	20,321
Other Counties Tons to SRRMF		193,542	140,018	141,418	142,832	144,260	145,703	147,160	148,632	150,118	151,619	153,135
Total MSW Tons to SRRMF		211,938	158,598	160,184	161,786	163,403	165,038	166,688	168,355	170,038	171,739	173,456
ABATEMENT PROGRAM REVENUES	<i>Inflation</i>	<i>2.20%</i>	<i><-- Number Obtained from Blue Chip Economic Indicator, March 2012</i>									
Solid Waste License		\$7,000.00	\$7,000.00	\$7,000.00	\$7,000.00	\$7,000.00	\$7,000.00	\$7,000.00	\$7,000.00	\$7,000.00	\$7,000.00	\$7,000.00
Score Grant		\$91,497.00	\$91,497.00	\$91,497.00	\$91,497.00	\$91,497.00	\$91,497.00	\$91,497.00	\$91,497.00	\$91,497.00	\$91,497.00	\$91,497.00
Solid Waste Tip Fee ^[3]	\$1.50	\$317,907.00	\$237,897.00	\$240,276.00	\$242,679.00	\$245,104.50	\$247,557.00	\$250,032.00	\$252,532.50	\$255,057.00	\$257,608.50	\$260,184.59
Rental Income		\$1.00	\$1.00	\$1.00	\$1.00	\$1.00	\$1.00	\$1.00	\$1.00	\$1.00	\$1.00	\$1.00
Miscellaneous		\$5,000.00	\$5,000.00	\$5,000.00	\$5,000.00	\$5,000.00	\$5,000.00	\$5,000.00	\$5,000.00	\$5,000.00	\$5,000.00	\$5,000.00
<i>Tire Collection</i>	<i>\$4,000.00</i>											
<i>Mattress Collection</i>	<i>\$1,000.00</i>											
<i>SW Administration/Tip Fee Revenues^[4]</i>		<i>\$421,405.00</i>	<i>\$341,395.00</i>	<i>\$343,774.00</i>	<i>\$346,177.00</i>	<i>\$348,602.50</i>	<i>\$351,055.00</i>	<i>\$353,530.00</i>	<i>\$356,030.50</i>	<i>\$358,555.00</i>	<i>\$361,106.50</i>	<i>\$363,682.59</i>
Solid Waste Abatement Surcharge	\$6.66	\$1,411,507.08	\$1,056,262.68	\$1,066,825.44	\$1,077,494.76	\$1,088,263.98	\$1,099,153.08	\$1,110,142.08	\$1,121,244.30	\$1,132,453.08	\$1,143,781.74	\$1,155,219.56
<i>Abatement Revenues^[5]</i>		<i>\$1,411,507.08</i>	<i>\$1,056,262.68</i>	<i>\$1,066,825.44</i>	<i>\$1,077,494.76</i>	<i>\$1,088,263.98</i>	<i>\$1,099,153.08</i>	<i>\$1,110,142.08</i>	<i>\$1,121,244.30</i>	<i>\$1,132,453.08</i>	<i>\$1,143,781.74</i>	<i>\$1,155,219.56</i>
Cardboard		\$175,000.00	\$175,000.00	\$175,000.00	\$175,000.00	\$175,000.00	\$175,000.00	\$175,000.00	\$175,000.00	\$175,000.00	\$175,000.00	\$175,000.00
Aluminum		\$80,000.00	\$80,000.00	\$80,000.00	\$80,000.00	\$80,000.00	\$80,000.00	\$80,000.00	\$80,000.00	\$80,000.00	\$80,000.00	\$80,000.00
Newspaper		\$65,000.00	\$65,000.00	\$65,000.00	\$65,000.00	\$65,000.00	\$65,000.00	\$65,000.00	\$65,000.00	\$65,000.00	\$65,000.00	\$65,000.00
Plastic		\$40,000.00	\$40,000.00	\$40,000.00	\$40,000.00	\$40,000.00	\$40,000.00	\$40,000.00	\$40,000.00	\$40,000.00	\$40,000.00	\$40,000.00
Steel/Tin		\$15,000.00	\$15,000.00	\$15,000.00	\$15,000.00	\$15,000.00	\$15,000.00	\$15,000.00	\$15,000.00	\$15,000.00	\$15,000.00	\$15,000.00
Chipboard		\$4,000.00	\$4,000.00	\$4,000.00	\$4,000.00	\$4,000.00	\$4,000.00	\$4,000.00	\$4,000.00	\$4,000.00	\$4,000.00	\$4,000.00
White Office Paper		\$5,000.00	\$5,000.00	\$5,000.00	\$5,000.00	\$5,000.00	\$5,000.00	\$5,000.00	\$5,000.00	\$5,000.00	\$5,000.00	\$5,000.00
Glass		\$12,500.00	\$12,500.00	\$12,500.00	\$12,500.00	\$12,500.00	\$12,500.00	\$12,500.00	\$12,500.00	\$12,500.00	\$12,500.00	\$12,500.00
Mixed Paper		\$12,000.00	\$12,000.00	\$12,000.00	\$12,000.00	\$12,000.00	\$12,000.00	\$12,000.00	\$12,000.00	\$12,000.00	\$12,000.00	\$12,000.00
Shrink Wrap		\$7,000.00	\$7,000.00	\$7,000.00	\$7,000.00	\$7,000.00	\$7,000.00	\$7,000.00	\$7,000.00	\$7,000.00	\$7,000.00	\$7,000.00
Appliances and E-Waste Collected		\$12,000.00	\$12,000.00	\$12,000.00	\$12,000.00	\$12,000.00	\$12,000.00	\$12,000.00	\$12,000.00	\$12,000.00	\$12,000.00	\$12,000.00
Miscellaneous		\$4,000.00	\$4,000.00	\$4,000.00	\$4,000.00	\$4,000.00	\$4,000.00	\$4,000.00	\$4,000.00	\$4,000.00	\$4,000.00	\$4,000.00
<i>Vinyl Siding</i>	<i>\$3,000.00</i>											
<i>Gaylord Boxes</i>	<i>\$1,000.00</i>											
<i>Recycling Revenues^[6]</i>		<i>\$431,500.00</i>	<i>\$431,500.00</i>	<i>\$431,500.00</i>	<i>\$431,500.00</i>	<i>\$431,500.00</i>	<i>\$431,500.00</i>	<i>\$431,500.00</i>	<i>\$431,500.00</i>	<i>\$431,500.00</i>	<i>\$431,500.00</i>	<i>\$431,500.00</i>
Collections from Other Agencies		\$13,750.00	\$13,750.00	\$13,750.00	\$13,750.00	\$13,750.00	\$13,750.00	\$13,750.00	\$13,750.00	\$13,750.00	\$13,750.00	\$13,750.00
<i>HHW Stipend</i>	<i>\$12,475.00</i>											
<i>MDA</i>	<i>\$1,000.00</i>											
<i>Sibley County</i>	<i>\$275.00</i>											
Miscellaneous (HHW Collection Fees)		\$12,500.00	\$12,500.00	\$12,500.00	\$12,500.00	\$12,500.00	\$12,500.00	\$12,500.00	\$12,500.00	\$12,500.00	\$12,500.00	\$12,500.00
<i>HHW Revenues^[7]</i>		<i>\$26,250.00</i>	<i>\$26,250.00</i>	<i>\$26,250.00</i>	<i>\$26,250.00</i>	<i>\$26,250.00</i>	<i>\$26,250.00</i>	<i>\$26,250.00</i>	<i>\$26,250.00</i>	<i>\$26,250.00</i>	<i>\$26,250.00</i>	<i>\$26,250.00</i>
Total Abatement Program Revenues		\$2,290,662.08	\$1,855,407.68	\$1,868,349.44	\$1,881,421.76	\$1,894,616.48	\$1,907,958.08	\$1,921,422.08	\$1,935,024.80	\$1,948,758.08	\$1,962,638.24	\$1,976,652.14

Appendix B - McLeod County 2012 Budget
Solid Waste Management Plan
McLeod County, MN

ABATEMENT PROGRAM EXPENSES

Salaries & Wages - Full Time	\$154,922.00	\$158,330.28	\$161,813.55	\$165,373.45	\$169,011.66	\$172,729.92	\$176,529.98	\$180,413.64	\$184,382.74	\$188,439.16	\$192,584.82
Severance & Unused Sick Leave	\$1,869.00	\$1,910.12	\$1,952.14	\$1,995.09	\$2,038.98	\$2,083.84	\$2,129.68	\$2,176.53	\$2,224.42	\$2,273.36	\$2,323.37
Per Diem	\$850.00	\$868.70	\$887.81	\$907.34	\$927.30	\$947.71	\$968.56	\$989.86	\$1,011.64	\$1,033.90	\$1,056.64
Health & Life Insurance - County Share	\$24,773.00	\$25,318.01	\$25,875.00	\$26,444.25	\$27,026.03	\$27,620.60	\$28,228.25	\$28,849.27	\$29,483.96	\$30,132.60	\$30,795.52
PERA - County Share	\$11,269.00	\$11,516.92	\$11,770.29	\$12,029.24	\$12,293.88	\$12,564.35	\$12,840.76	\$13,123.26	\$13,411.97	\$13,707.03	\$14,008.59
FICA - County Share	\$12,109.00	\$12,375.40	\$12,647.66	\$12,925.91	\$13,210.28	\$13,500.90	\$13,797.92	\$14,101.48	\$14,411.71	\$14,728.77	\$15,052.80
Workers Comp/Property/Liability/Auto Ins.	\$15,700.00	\$16,045.40	\$16,398.40	\$16,759.16	\$17,127.87	\$17,504.68	\$17,889.78	\$18,283.36	\$18,685.59	\$19,096.67	\$19,516.80
Communications	\$7,300.00	\$7,460.60	\$7,624.73	\$7,792.48	\$7,963.91	\$8,139.12	\$8,318.18	\$8,501.18	\$8,688.20	\$8,879.34	\$9,074.69
Postage & Postal Box Rental	\$2,810.00	\$2,871.82	\$2,935.00	\$2,999.57	\$3,065.56	\$3,133.00	\$3,201.93	\$3,272.37	\$3,344.36	\$3,417.94	\$3,493.13
Printing & Publishing	\$300.00	\$306.60	\$313.35	\$320.24	\$327.28	\$334.48	\$341.84	\$349.36	\$357.05	\$364.90	\$372.93
Public Education	\$7,300.00	\$7,460.60	\$7,624.73	\$7,792.48	\$7,963.91	\$8,139.12	\$8,318.18	\$8,501.18	\$8,688.20	\$8,879.34	\$9,074.69
Dues & Registration Fees	\$500.00	\$511.00	\$522.24	\$533.73	\$545.47	\$557.47	\$569.74	\$582.27	\$595.08	\$608.17	\$621.55
Electricity	\$7,500.00	\$7,665.00	\$7,833.63	\$8,005.97	\$8,182.10	\$8,362.11	\$8,546.07	\$8,734.09	\$8,926.24	\$9,122.61	\$9,323.31
Natural Gas	\$4,000.00	\$4,088.00	\$4,177.94	\$4,269.85	\$4,363.79	\$4,459.79	\$4,557.91	\$4,658.18	\$4,760.66	\$4,865.39	\$4,972.43
Sewer/Water/Garbage Removal	\$3,600.00	\$3,679.20	\$3,760.14	\$3,842.87	\$3,927.41	\$4,013.81	\$4,102.12	\$4,192.36	\$4,284.59	\$4,378.85	\$4,475.19
School Recycling	\$10,500.00	\$10,731.00	\$10,967.08	\$11,208.36	\$11,454.94	\$11,706.95	\$11,964.50	\$12,227.72	\$12,496.73	\$12,771.66	\$13,052.64
<i>Lester Prairie</i>	\$900.00										
<i>Glencoe/Silver Lake</i>	\$3,600.00										
<i>Hutchinson</i>	\$4,000.00										
<i>Other Schools</i>	\$2,000.00										
Recycling	\$126,825.00	\$129,615.15	\$132,466.68	\$135,380.95	\$138,359.33	\$141,403.24	\$144,514.11	\$147,693.42	\$150,942.67	\$154,263.41	\$157,657.21
<i>Tires</i>	\$4,400.00										
<i>Mattresses</i>	\$1,000.00										
<i>Glencoe Drop Box</i>	\$34,750.00										
<i>Stewart Drop Box</i>	\$10,600.00										
<i>Brownton Drop Box</i>	\$8,575.00										
<i>Shed OCC Drop Boxes (5)</i>	\$4,000.00										
<i>Recycling Sheds</i>	\$60,000.00										
<i>PM Recycling Boxes</i>	\$3,500.00										
Contracts	\$42,350.00	\$43,281.70	\$44,233.90	\$45,207.04	\$46,201.60	\$47,218.03	\$48,256.83	\$49,318.48	\$50,403.49	\$51,512.36	\$52,645.64
<i>Snow Removal</i>	\$3,000.00										
<i>Lawn Maintenance</i>	\$1,000.00										
<i>Landfill Well Testing</i>	\$2,600.00										
<i>Fire Sprinkler Inspection/Winterization</i>	\$900.00										
<i>Fire Alarm Monitoring</i>	\$450.00										
<i>Compost Hauling/Grinding</i>	\$30,000.00										
<i>Furnace/AC Maintenance Contract</i>	\$1,200.00										
<i>Security Alarm Monitoring</i>	\$1,300.00										
<i>Pest Management</i>	\$1,900.00										
Mileage Expense	\$400.00	\$408.80	\$417.79	\$426.99	\$436.38	\$445.98	\$455.79	\$465.82	\$476.07	\$486.54	\$497.24
Meals/Lodging/Parking/Misc.	\$100.00	\$102.20	\$104.45	\$106.75	\$109.09	\$111.49	\$113.95	\$116.45	\$119.02	\$121.63	\$124.31
Motor Pool Expenses	\$800.00	\$817.60	\$835.59	\$853.97	\$872.76	\$891.96	\$911.58	\$931.64	\$952.13	\$973.08	\$994.49
Other Services & Charges	\$1,500.00	\$1,533.00	\$1,566.73	\$1,601.19	\$1,636.42	\$1,672.42	\$1,709.21	\$1,746.82	\$1,785.25	\$1,824.52	\$1,864.66
Office/Operating Supplies	\$3,500.00	\$3,577.00	\$3,655.69	\$3,736.12	\$3,818.31	\$3,902.32	\$3,988.17	\$4,075.91	\$4,165.58	\$4,257.22	\$4,350.88
Printed Paper Supplies	\$150.00	\$153.30	\$156.67	\$160.12	\$163.64	\$167.24	\$170.92	\$174.68	\$178.52	\$182.45	\$186.47

**Appendix B - McLeod County 2012 Budget
Solid Waste Management Plan
McLeod County, MN**

Cleaning Supplies	\$1,700.00	\$1,737.40	\$1,775.62	\$1,814.69	\$1,854.61	\$1,895.41	\$1,937.11	\$1,979.73	\$2,023.28	\$2,067.79	\$2,113.28
Subscriptions	\$300.00	\$306.60	\$313.35	\$320.24	\$327.28	\$334.48	\$341.84	\$349.36	\$357.05	\$364.90	\$372.93
Repair & Maintenance-Equipment	\$1,000.00	\$1,022.00	\$1,044.48	\$1,067.46	\$1,090.95	\$1,114.95	\$1,139.48	\$1,164.54	\$1,190.16	\$1,216.35	\$1,243.11
Repair & Maintenance-Other	\$1,500.00	\$1,533.00	\$1,566.73	\$1,601.19	\$1,636.42	\$1,672.42	\$1,709.21	\$1,746.82	\$1,785.25	\$1,824.52	\$1,864.66
Capital Outlay - Over \$5,000	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Capital Outlay - Under \$5,000	\$3,500.00	\$3,577.00	\$3,655.69	\$3,736.12	\$3,818.31	\$3,902.32	\$3,988.17	\$4,075.91	\$4,165.58	\$4,257.22	\$4,350.88
Inter-Governmental Payments	\$53,455.00	\$54,631.01	\$55,832.89	\$57,061.22	\$58,316.56	\$59,599.53	\$60,910.72	\$62,250.75	\$63,620.27	\$65,019.91	\$66,450.35
<i>Brownton</i>	<i>\$4,032.00</i>										
<i>Hutchinson</i>	<i>\$29,466.00</i>										
<i>Glencoe</i>	<i>\$8,460.00</i>										
<i>Lester Prairie</i>	<i>\$3,600.00</i>										
<i>Plato</i>	<i>\$819.00</i>										
<i>Silver Lake</i>	<i>\$0.00</i>										
<i>Stewart</i>	<i>\$3,546.00</i>										
<i>Winsted</i>	<i>\$3,501.00</i>										
<i>Property Tax Assessment</i>	<i>\$31.00</i>										
<i>SW Administration/Tip Fee Expenditures^[8]</i>	<i>\$502,382.00</i>	<i>\$513,434.40</i>	<i>\$524,729.96</i>	<i>\$536,274.02</i>	<i>\$548,072.05</i>	<i>\$560,129.63</i>	<i>\$572,452.49</i>	<i>\$585,046.44</i>	<i>\$597,917.46</i>	<i>\$611,071.65</i>	<i>\$624,515.22</i>
Contracts	\$25,000.00	\$25,550.00	\$26,112.10	\$26,686.57	\$27,273.67	\$27,873.69	\$28,486.91	\$29,113.62	\$29,754.12	\$30,408.72	\$31,077.71
<i>SW Plan & Ordinance Consulting</i>	<i>\$25,000.00</i>										
<i>Planning Expenditures^[9]</i>	<i>\$25,000.00</i>	<i>\$25,550.00</i>	<i>\$26,112.10</i>	<i>\$26,686.57</i>	<i>\$27,273.67</i>	<i>\$27,873.69</i>	<i>\$28,486.91</i>	<i>\$29,113.62</i>	<i>\$29,754.12</i>	<i>\$30,408.72</i>	<i>\$31,077.71</i>
Salaries & Wages - Full Time	\$125,237.00	\$127,992.21	\$130,808.04	\$133,685.82	\$136,626.91	\$139,632.70	\$142,704.62	\$145,844.12	\$149,052.69	\$152,331.85	\$155,683.15
Health & Life Insurance - County Share	\$31,658.00	\$32,354.48	\$33,066.27	\$33,793.73	\$34,537.19	\$35,297.01	\$36,073.55	\$36,867.17	\$37,678.24	\$38,507.16	\$39,354.32
PERA - County Share	\$9,080.00	\$9,279.76	\$9,483.91	\$9,692.56	\$9,905.80	\$10,123.72	\$10,346.45	\$10,574.07	\$10,806.70	\$11,044.45	\$11,287.42
FICA - County Share	\$9,581.00	\$9,791.78	\$10,007.20	\$10,227.36	\$10,452.36	\$10,682.31	\$10,917.32	\$11,157.51	\$11,402.97	\$11,653.84	\$11,910.22
Postage & Postal Box Rental	\$150.00	\$153.30	\$156.67	\$160.12	\$163.64	\$167.24	\$170.92	\$174.68	\$178.52	\$182.45	\$186.47
Printing & Publishing	\$500.00	\$511.00	\$522.24	\$533.73	\$545.47	\$557.47	\$569.74	\$582.27	\$595.08	\$608.17	\$621.55
Public Education	\$8,500.00	\$8,687.00	\$8,878.11	\$9,073.43	\$9,273.05	\$9,477.06	\$9,685.55	\$9,898.63	\$10,116.40	\$10,338.96	\$10,566.42
Dues & Registration Fees	\$300.00	\$306.60	\$313.35	\$320.24	\$327.28	\$334.48	\$341.84	\$349.36	\$357.05	\$364.90	\$372.93
Electricity	\$27,000.00	\$27,594.00	\$28,201.07	\$28,821.49	\$29,455.56	\$30,103.59	\$30,765.87	\$31,442.71	\$32,134.45	\$32,841.41	\$33,563.92
Natural Gas	\$15,000.00	\$15,330.00	\$15,667.26	\$16,011.94	\$16,364.20	\$16,724.21	\$17,092.15	\$17,468.17	\$17,852.47	\$18,245.23	\$18,646.62
Sewer/Water/Garbage Removal	\$7,200.00	\$7,358.40	\$7,520.28	\$7,685.73	\$7,854.82	\$8,027.62	\$8,204.23	\$8,384.72	\$8,569.19	\$8,757.71	\$8,950.38
Collection	\$310,000.00	\$316,820.00	\$323,790.04	\$330,913.42	\$338,193.52	\$345,633.77	\$353,237.72	\$361,008.95	\$368,951.14	\$377,068.07	\$385,363.57
<i>Apartment & Curbside</i>	<i>\$298,000.00</i>										
<i>Appliances/E-waste</i>	<i>\$12,000.00</i>										
Contracts	\$217,700.00	\$222,489.40	\$227,384.17	\$232,386.62	\$237,499.12	\$242,724.10	\$248,064.04	\$253,521.44	\$259,098.92	\$264,799.09	\$270,624.67
<i>West Central Industries</i>	<i>\$125,000.00</i>										
<i>Shipping Charges</i>	<i>\$60,000.00</i>										
<i>Preventative Maintenance Contracts</i>	<i>\$12,000.00</i>										
<i>Scale Calibration</i>	<i>\$1,200.00</i>										
<i>Trailer & Container Rentals</i>	<i>\$19,500.00</i>										
Motor Pool Expenses	\$300.00	\$306.60	\$313.35	\$320.24	\$327.28	\$334.48	\$341.84	\$349.36	\$357.05	\$364.90	\$372.93
Other Services & Charges	\$38,750.00	\$39,602.50	\$40,473.76	\$41,364.18	\$42,274.19	\$43,204.22	\$44,154.71	\$45,126.12	\$46,118.89	\$47,133.51	\$48,170.45
Property/Casualty Insurance	\$6,650.00	\$6,796.30	\$6,945.82	\$7,098.63	\$7,254.80	\$7,414.40	\$7,577.52	\$7,744.22	\$7,914.60	\$8,088.72	\$8,266.67
Office/Operating Supplies	\$4,000.00	\$4,088.00	\$4,177.94	\$4,269.85	\$4,363.79	\$4,459.79	\$4,557.91	\$4,658.18	\$4,760.66	\$4,865.39	\$4,972.43
Printed Paper Supplies	\$400.00	\$408.80	\$417.79	\$426.99	\$436.38	\$445.98	\$455.79	\$465.82	\$476.07	\$486.54	\$497.24
Building & Safety Supplies	\$3,750.00	\$3,832.50	\$3,916.82	\$4,002.98	\$4,091.05	\$4,181.05	\$4,273.04	\$4,367.04	\$4,463.12	\$4,561.31	\$4,661.66
Aluminum Recovery	\$60,000.00	\$61,320.00	\$62,669.04	\$64,047.76	\$65,456.81	\$66,896.86	\$68,368.59	\$69,872.70	\$71,409.90	\$72,980.92	\$74,586.50

**Appendix B - McLeod County 2012 Budget
Solid Waste Management Plan
McLeod County, MN**

Fiber Recovery	\$60,000.00	\$61,320.00	\$62,669.04	\$64,047.76	\$65,456.81	\$66,896.86	\$68,368.59	\$69,872.70	\$71,409.90	\$72,980.92	\$74,586.50
Cleaning Supplies	\$250.00	\$255.50	\$261.12	\$266.87	\$272.74	\$278.74	\$284.87	\$291.14	\$297.54	\$304.09	\$310.78
Repair & Maintenance-Equipment	\$30,000.00	\$30,660.00	\$31,334.52	\$32,023.88	\$32,728.40	\$33,448.43	\$34,184.30	\$34,936.35	\$35,704.95	\$36,490.46	\$37,293.25
Repair & Maintenance-Other	\$5,000.00	\$5,110.00	\$5,222.42	\$5,337.31	\$5,454.73	\$5,574.74	\$5,697.38	\$5,822.72	\$5,950.82	\$6,081.74	\$6,215.54
Tools	\$700.00	\$715.40	\$731.14	\$747.22	\$763.66	\$780.46	\$797.63	\$815.18	\$833.12	\$851.44	\$870.18
<i>Recycling Expenditures^[10]</i>	<i>\$971,706.00</i>	<i>\$993,083.53</i>	<i>\$1,014,931.37</i>	<i>\$1,037,259.86</i>	<i>\$1,060,079.58</i>	<i>\$1,083,401.33</i>	<i>\$1,107,236.16</i>	<i>\$1,131,595.35</i>	<i>\$1,156,490.45</i>	<i>\$1,181,933.24</i>	<i>\$1,207,935.77</i>
Salaries & Wages - Full Time	\$89,024.00	\$90,982.53	\$92,984.14	\$95,029.79	\$97,120.45	\$99,257.10	\$101,440.76	\$103,672.45	\$105,953.25	\$108,284.22	\$110,666.47
Salaries & Wages - Part Time	\$4,320.00	\$4,415.04	\$4,512.17	\$4,611.44	\$4,712.89	\$4,816.57	\$4,922.54	\$5,030.83	\$5,141.51	\$5,254.63	\$5,370.23
Uniform Allowance	\$125.00	\$127.75	\$130.56	\$133.43	\$136.37	\$139.37	\$142.43	\$145.57	\$148.77	\$152.04	\$155.39
Health & Live Insurance - County Share	\$18,182.00	\$18,582.00	\$18,990.81	\$19,408.61	\$19,835.60	\$20,271.98	\$20,717.96	\$21,173.76	\$21,639.58	\$22,115.65	\$22,602.19
PERA - County Share	\$6,454.00	\$6,595.99	\$6,741.10	\$6,889.40	\$7,040.97	\$7,195.87	\$7,354.18	\$7,515.97	\$7,681.32	\$7,850.31	\$8,023.02
FICA - County Share	\$6,810.00	\$6,959.82	\$7,112.94	\$7,269.42	\$7,429.35	\$7,592.79	\$7,759.83	\$7,930.55	\$8,105.02	\$8,283.33	\$8,465.57
Public Education	\$9,000.00	\$9,198.00	\$9,400.36	\$9,607.16	\$9,818.52	\$10,034.53	\$10,255.29	\$10,480.90	\$10,711.48	\$10,947.14	\$11,187.97
Dues & Registration Fees	\$1,000.00	\$1,022.00	\$1,044.48	\$1,067.46	\$1,090.95	\$1,114.95	\$1,139.48	\$1,164.54	\$1,190.16	\$1,216.35	\$1,243.11
Electricity	\$3,000.00	\$3,066.00	\$3,133.45	\$3,202.39	\$3,272.84	\$3,344.84	\$3,418.43	\$3,493.63	\$3,570.49	\$3,649.05	\$3,729.32
Natural Gas	\$1,700.00	\$1,737.40	\$1,775.62	\$1,814.69	\$1,854.61	\$1,895.41	\$1,937.11	\$1,979.73	\$2,023.28	\$2,067.79	\$2,113.28
Recycling	\$8,000.00	\$8,176.00	\$8,355.87	\$8,539.70	\$8,727.57	\$8,919.58	\$9,115.81	\$9,316.36	\$9,521.32	\$9,730.79	\$9,944.87
Contracts	\$39,150.00	\$40,011.30	\$40,891.55	\$41,791.16	\$42,710.57	\$43,650.20	\$44,610.51	\$45,591.94	\$46,594.96	\$47,620.05	\$48,667.69
Mileage Expense	\$500.00	\$511.00	\$522.24	\$533.73	\$545.47	\$557.47	\$569.74	\$582.27	\$595.08	\$608.17	\$621.55
Meals/Lodging/Parking/Misc.	\$200.00	\$204.40	\$208.90	\$213.49	\$218.19	\$222.99	\$227.90	\$232.91	\$238.03	\$243.27	\$248.62
Motor Pool Expenses	\$500.00	\$511.00	\$522.24	\$533.73	\$545.47	\$557.47	\$569.74	\$582.27	\$595.08	\$608.17	\$621.55
Other Services & Charges	\$2,000.00	\$2,044.00	\$2,088.97	\$2,134.93	\$2,181.89	\$2,229.90	\$2,278.95	\$2,329.09	\$2,380.33	\$2,432.70	\$2,486.22
Operating Supplies	\$10,000.00	\$10,220.00	\$10,444.84	\$10,674.63	\$10,909.47	\$11,149.48	\$11,394.77	\$11,645.45	\$11,901.65	\$12,163.49	\$12,431.08
Building & Safety Supplies	\$3,740.00	\$3,822.28	\$3,906.37	\$3,992.31	\$4,080.14	\$4,169.90	\$4,261.64	\$4,355.40	\$4,451.22	\$4,549.14	\$4,649.22
Repair & Maintenance-Equipment	\$800.00	\$817.60	\$835.59	\$853.97	\$872.76	\$891.96	\$911.58	\$931.64	\$952.13	\$973.08	\$994.49
Repair & Maintenance-Other	\$500.00	\$511.00	\$522.24	\$533.73	\$545.47	\$557.47	\$569.74	\$582.27	\$595.08	\$608.17	\$621.55
<i>HHW Expenditures^[11]</i>	<i>\$205,005.00</i>	<i>\$209,515.11</i>	<i>\$214,124.44</i>	<i>\$218,835.18</i>	<i>\$223,649.55</i>	<i>\$228,569.84</i>	<i>\$233,598.38</i>	<i>\$238,737.55</i>	<i>\$243,989.77</i>	<i>\$249,357.55</i>	<i>\$254,843.41</i>
Total Annual Cost	\$1,704,093.00	\$1,741,583.05	\$1,779,897.87	\$1,819,055.63	\$1,859,074.85	\$1,899,974.50	\$1,941,773.94	\$1,984,492.96	\$2,028,151.81	\$2,072,771.15	\$2,118,372.11
Cost/HH/Year^[12]	\$113.28	\$114.75	\$116.24	\$117.75	\$119.46	\$121.19	\$122.95	\$124.73	\$126.54	\$128.52	\$130.54
Cost per Ton^[13]	\$8.04	\$10.98	\$11.11	\$11.24	\$11.38	\$11.51	\$11.65	\$11.79	\$11.93	\$12.07	\$12.21

Footnotes:

1. Calculated from Minnesota State Demographic Center and U.S. Census Bureau data and described in Section 2.
2. Calculated by dividing the total population by the number of households. Household data from the Minnesota State Demographic Center.
3. When this budget was approved, the Solid Waste tip fee was \$1.50 per ton. In November 2012, the County Board approved an increase of the tip fee by \$2.00 which resulted in a total of \$3.50 per ton. The increase will be incorporated into the County's 2014 budget, to be approved in 2013.
4. Includes revenue from hauler licenses, tire and mattress collection fees, SCORE grant, and County tip fee revenue of \$1.50 per ton of MSW disposed at SRRMF.
5. Revenue from the Greater Minnesota Landfill Clean-up Fee of \$6.66 per ton of MSW disposed at SRRMF.
6. Includes revenue from the sale of recyclable commodities processed at the County's MRF, transported, and sold to end-users.
7. Includes revenue from the MN Dept of Agriculture for pesticides collection, an MPCA grant, and revenue from the reciprocity agreement with Sibley County.
8. Includes staff salaries and wages, insurance, office supplies, operating costs, capital outlay, etc.
9. Consulting contract costs.
10. Includes MRF operating expenses, MRF staff salaries and wages, insurance, County curbside and drop-off recycling collection contract costs, transportation costs, etc.
11. Includes HHW staff salaries and wages, insurance, disposal contracts, transportation, HHW Facility operating expenses, public education, etc.
12. Total Annual Cost divided by the number of households.
13. Total Annual Cost divided by Total MSW Tons to SRRMF.

**Appendix B - McLeod County Budget
Solid Waste Management Plan
McLeod County, MN**

		Base Year										
		2012	2013	2014	2015	2016	2017	2018	2019	2020	2021	2022
Population Change/year ^[1] =		0.89%	0.89%	0.89%	0.89%	0.74%	0.74%	0.74%	0.74%	0.74%	0.62%	0.62%
Population per Year ^[1] =		37,306	37,638	37,973	38,311	38,594	38,880	39,168	39,458	39,750	39,996	40,244
Households - Persons/HH ^[2] =	2.48	15,043	15,177	15,312	15,448	15,562	15,677	15,793	15,910	16,028	16,127	16,227
Tonnage Disposed at SRRMF												
McLeod County Tons to SRRMF		18,396	18,580	18,766	18,954	19,143	19,335	19,528	19,723	19,920	20,120	20,321
Other Counties Tons to SRRMF		193,542	140,018	141,418	142,832	144,260	145,703	147,160	148,632	150,118	151,619	153,135
Total MSW Tons to SRRMF		211,938	158,598	160,184	161,786	163,403	165,038	166,688	168,355	170,038	171,739	173,456
ABATEMENT PROGRAM REVENUES	<i>Inflation</i>	2.20%	<i><-- Number Obtained from Blue Chip Economic Indicator, March 2012</i>									
Solid Waste License		\$7,000.00	\$7,000.00	\$7,000.00	\$7,000.00	\$7,000.00	\$7,000.00	\$7,000.00	\$7,000.00	\$7,000.00	\$7,000.00	\$7,000.00
Score Grant		\$91,497.00	\$91,497.00	\$91,497.00	\$91,497.00	\$91,497.00	\$91,497.00	\$91,497.00	\$91,497.00	\$91,497.00	\$91,497.00	\$91,497.00
Solid Waste Tip Fee	\$1.50	\$317,907.00	\$237,897.00	\$240,276.00	\$242,679.00	\$245,104.50	\$247,557.00	\$250,032.00	\$252,532.50	\$255,057.00	\$257,608.50	\$260,184.59
Rental Income		\$1.00	\$1.00	\$1.00	\$1.00	\$1.00	\$1.00	\$1.00	\$1.00	\$1.00	\$1.00	\$1.00
Miscellaneous		\$5,000.00	\$5,000.00	\$5,000.00	\$5,000.00	\$5,000.00	\$5,000.00	\$5,000.00	\$5,000.00	\$5,000.00	\$5,000.00	\$5,000.00
<i>Tire Collection</i>	\$4,000.00											
<i>Mattress Collection</i>	\$1,000.00											
<i>SW Administration/Tip Fee Revenues^[3]</i>		\$421,405.00	\$341,395.00	\$343,774.00	\$346,177.00	\$348,602.50	\$351,055.00	\$353,530.00	\$356,030.50	\$358,555.00	\$361,106.50	\$363,682.59
Solid Waste Abatement Surcharge	\$6.66	\$1,411,507.08	\$1,056,262.68	\$1,066,825.44	\$1,077,494.76	\$1,088,263.98	\$1,099,153.08	\$1,110,142.08	\$1,121,244.30	\$1,132,453.08	\$1,143,781.74	\$1,155,219.56
<i>Abatement Revenues^[4]</i>		\$1,411,507.08	\$1,056,262.68	\$1,066,825.44	\$1,077,494.76	\$1,088,263.98	\$1,099,153.08	\$1,110,142.08	\$1,121,244.30	\$1,132,453.08	\$1,143,781.74	\$1,155,219.56
Cardboard		\$175,000.00	\$175,000.00	\$175,000.00	\$175,000.00	\$175,000.00	\$175,000.00	\$175,000.00	\$175,000.00	\$175,000.00	\$175,000.00	\$175,000.00
Aluminum		\$80,000.00	\$80,000.00	\$80,000.00	\$80,000.00	\$80,000.00	\$80,000.00	\$80,000.00	\$80,000.00	\$80,000.00	\$80,000.00	\$80,000.00
Newspaper		\$65,000.00	\$65,000.00	\$65,000.00	\$65,000.00	\$65,000.00	\$65,000.00	\$65,000.00	\$65,000.00	\$65,000.00	\$65,000.00	\$65,000.00
Plastic		\$40,000.00	\$40,000.00	\$40,000.00	\$40,000.00	\$40,000.00	\$40,000.00	\$40,000.00	\$40,000.00	\$40,000.00	\$40,000.00	\$40,000.00
Steel/Tin		\$15,000.00	\$15,000.00	\$15,000.00	\$15,000.00	\$15,000.00	\$15,000.00	\$15,000.00	\$15,000.00	\$15,000.00	\$15,000.00	\$15,000.00
Chipboard		\$4,000.00	\$4,000.00	\$4,000.00	\$4,000.00	\$4,000.00	\$4,000.00	\$4,000.00	\$4,000.00	\$4,000.00	\$4,000.00	\$4,000.00
White Office Paper		\$5,000.00	\$5,000.00	\$5,000.00	\$5,000.00	\$5,000.00	\$5,000.00	\$5,000.00	\$5,000.00	\$5,000.00	\$5,000.00	\$5,000.00
Glass		\$12,500.00	\$12,500.00	\$12,500.00	\$12,500.00	\$12,500.00	\$12,500.00	\$12,500.00	\$12,500.00	\$12,500.00	\$12,500.00	\$12,500.00
Mixed Paper		\$12,000.00	\$12,000.00	\$12,000.00	\$12,000.00	\$12,000.00	\$12,000.00	\$12,000.00	\$12,000.00	\$12,000.00	\$12,000.00	\$12,000.00
Shrink Wrap		\$7,000.00	\$7,000.00	\$7,000.00	\$7,000.00	\$7,000.00	\$7,000.00	\$7,000.00	\$7,000.00	\$7,000.00	\$7,000.00	\$7,000.00
Appliances and E-Waste Collected		\$12,000.00	\$12,000.00	\$12,000.00	\$12,000.00	\$12,000.00	\$12,000.00	\$12,000.00	\$12,000.00	\$12,000.00	\$12,000.00	\$12,000.00
Miscellaneous		\$4,000.00	\$4,000.00	\$4,000.00	\$4,000.00	\$4,000.00	\$4,000.00	\$4,000.00	\$4,000.00	\$4,000.00	\$4,000.00	\$4,000.00
<i>Vinyl Siding</i>	\$3,000.00											
<i>Gaylord Boxes</i>	\$1,000.00											
<i>Recycling Revenues^[5]</i>		\$431,500.00	\$431,500.00	\$431,500.00	\$431,500.00	\$431,500.00	\$431,500.00	\$431,500.00	\$431,500.00	\$431,500.00	\$431,500.00	\$431,500.00
Collections from Other Agencies		\$13,750.00	\$13,750.00	\$13,750.00	\$13,750.00	\$13,750.00	\$13,750.00	\$13,750.00	\$13,750.00	\$13,750.00	\$13,750.00	\$13,750.00
<i>HHW Stipend</i>	\$12,475.00											
<i>MDA</i>	\$1,000.00											
<i>Sibley County</i>	\$275.00											
Miscellaneous (HHW Collection Fees)		\$12,500.00	\$12,500.00	\$12,500.00	\$12,500.00	\$12,500.00	\$12,500.00	\$12,500.00	\$12,500.00	\$12,500.00	\$12,500.00	\$12,500.00
<i>HHW Revenues^[6]</i>		\$26,250.00	\$26,250.00	\$26,250.00	\$26,250.00	\$26,250.00	\$26,250.00	\$26,250.00	\$26,250.00	\$26,250.00	\$26,250.00	\$26,250.00
Total Abatement Program Revenues		\$2,290,662.08	\$1,855,407.68	\$1,868,349.44	\$1,881,421.76	\$1,894,616.48	\$1,907,958.08	\$1,921,422.08	\$1,935,024.80	\$1,948,758.08	\$1,962,638.24	\$1,976,652.14

**Appendix B - McLeod County Budget
Solid Waste Management Plan
McLeod County, MN**

ABATEMENT PROGRAM EXPENSES

Salaries & Wages - Full Time	\$154,922.00	\$158,330.28	\$161,813.55	\$165,373.45	\$169,011.66	\$172,729.92	\$176,529.98	\$180,413.64	\$184,382.74	\$188,439.16	\$192,584.82
Severance & Unused Sick Leave	\$1,869.00	\$1,910.12	\$1,952.14	\$1,995.09	\$2,038.98	\$2,083.84	\$2,129.68	\$2,176.53	\$2,224.42	\$2,273.36	\$2,323.37
Per Diem	\$850.00	\$868.70	\$887.81	\$907.34	\$927.30	\$947.71	\$968.56	\$989.86	\$1,011.64	\$1,033.90	\$1,056.64
Health & Life Insurance - County Share	\$24,773.00	\$25,318.01	\$25,875.00	\$26,444.25	\$27,026.03	\$27,620.60	\$28,228.25	\$28,849.27	\$29,483.96	\$30,132.60	\$30,795.52
PERA - County Share	\$11,269.00	\$11,516.92	\$11,770.29	\$12,029.24	\$12,293.88	\$12,564.35	\$12,840.76	\$13,123.26	\$13,411.97	\$13,707.03	\$14,008.59
FICA - County Share	\$12,109.00	\$12,375.40	\$12,647.66	\$12,925.91	\$13,210.28	\$13,500.90	\$13,797.92	\$14,101.48	\$14,411.71	\$14,728.77	\$15,052.80
Workers Comp/Property/Liability/Auto Ins.	\$15,700.00	\$16,045.40	\$16,398.40	\$16,759.16	\$17,127.87	\$17,504.68	\$17,889.78	\$18,283.36	\$18,685.59	\$19,096.67	\$19,516.80
Communications	\$7,300.00	\$7,460.60	\$7,624.73	\$7,792.48	\$7,963.91	\$8,139.12	\$8,318.18	\$8,501.18	\$8,688.20	\$8,879.34	\$9,074.69
Postage & Postal Box Rental	\$2,810.00	\$2,871.82	\$2,935.00	\$2,999.57	\$3,065.56	\$3,133.00	\$3,201.93	\$3,272.37	\$3,344.36	\$3,417.94	\$3,493.13
Printing & Publishing	\$300.00	\$306.60	\$313.35	\$320.24	\$327.28	\$334.48	\$341.84	\$349.36	\$357.05	\$364.90	\$372.93
Public Education	\$7,300.00	\$7,460.60	\$7,624.73	\$7,792.48	\$7,963.91	\$8,139.12	\$8,318.18	\$8,501.18	\$8,688.20	\$8,879.34	\$9,074.69
Dues & Registration Fees	\$500.00	\$511.00	\$522.24	\$533.73	\$545.47	\$557.47	\$569.74	\$582.27	\$595.08	\$608.17	\$621.55
Electricity	\$7,500.00	\$7,665.00	\$7,833.63	\$8,005.97	\$8,182.10	\$8,362.11	\$8,546.07	\$8,734.09	\$8,926.24	\$9,122.61	\$9,323.31
Natural Gas	\$4,000.00	\$4,088.00	\$4,177.94	\$4,269.85	\$4,363.79	\$4,459.79	\$4,557.91	\$4,658.18	\$4,760.66	\$4,865.39	\$4,972.43
Sewer/Water/Garbage Removal	\$3,600.00	\$3,679.20	\$3,760.14	\$3,842.87	\$3,927.41	\$4,013.81	\$4,102.12	\$4,192.36	\$4,284.59	\$4,378.85	\$4,475.19
School Recycling	\$10,500.00	\$10,731.00	\$10,967.08	\$11,208.36	\$11,454.94	\$11,706.95	\$11,964.50	\$12,227.72	\$12,496.73	\$12,771.66	\$13,052.64
<i>Lester Prairie</i>	\$900.00										
<i>Glencoe/Silver Lake</i>	\$3,600.00										
<i>Hutchinson</i>	\$4,000.00										
<i>Other Schools</i>	\$2,000.00										
Recycling	\$126,825.00	\$129,615.15	\$132,466.68	\$135,380.95	\$138,359.33	\$141,403.24	\$144,514.11	\$147,693.42	\$150,942.67	\$154,263.41	\$157,657.21
<i>Tires</i>	\$4,400.00										
<i>Mattresses</i>	\$1,000.00										
<i>Glencoe Drop Box</i>	\$34,750.00										
<i>Stewart Drop Box</i>	\$10,600.00										
<i>Brownston Drop Box</i>	\$8,575.00										
<i>Shed OCC Drop Boxes (5)</i>	\$4,000.00										
<i>Recycling Sheds</i>	\$60,000.00										
<i>PM Recycling Boxes</i>	\$3,500.00										
Contracts	\$42,350.00	\$43,281.70	\$44,233.90	\$45,207.04	\$46,201.60	\$47,218.03	\$48,256.83	\$49,318.48	\$50,403.49	\$51,512.36	\$52,645.64
<i>Snow Removal</i>	\$3,000.00										
<i>Lawn Maintenance</i>	\$1,000.00										
<i>Landfill Well Testing</i>	\$2,600.00										
<i>Fire Sprinkler Inspection/Winterization</i>	\$900.00										
<i>Fire Alarm Monitoring</i>	\$450.00										
<i>Compost Hauling/Grinding</i>	\$30,000.00										
<i>Furnace/AC Maintenance Contract</i>	\$1,200.00										
<i>Security Alarm Monitoring</i>	\$1,300.00										
<i>Pest Management</i>	\$1,900.00										
Mileage Expense	\$400.00	\$408.80	\$417.79	\$426.99	\$436.38	\$445.98	\$455.79	\$465.82	\$476.07	\$486.54	\$497.24
Meals/Lodging/Parking/Misc.	\$100.00	\$102.20	\$104.45	\$106.75	\$109.09	\$111.49	\$113.95	\$116.45	\$119.02	\$121.63	\$124.31
Motor Pool Expenses	\$800.00	\$817.60	\$835.59	\$853.97	\$872.76	\$891.96	\$911.58	\$931.64	\$952.13	\$973.08	\$994.49
Other Services & Charges	\$1,500.00	\$1,533.00	\$1,566.73	\$1,601.19	\$1,636.42	\$1,672.42	\$1,709.21	\$1,746.82	\$1,785.25	\$1,824.52	\$1,864.66
Office/Operating Supplies	\$3,500.00	\$3,577.00	\$3,655.69	\$3,736.12	\$3,818.31	\$3,902.32	\$3,988.17	\$4,075.91	\$4,165.58	\$4,257.22	\$4,350.88
Printed Paper Supplies	\$150.00	\$153.30	\$156.67	\$160.12	\$163.64	\$167.24	\$170.92	\$174.68	\$178.52	\$182.45	\$186.47

**Appendix B - McLeod County Budget
Solid Waste Management Plan
McLeod County, MN**

Cleaning Supplies	\$1,700.00	\$1,737.40	\$1,775.62	\$1,814.69	\$1,854.61	\$1,895.41	\$1,937.11	\$1,979.73	\$2,023.28	\$2,067.79	\$2,113.28
Subscriptions	\$300.00	\$306.60	\$313.35	\$320.24	\$327.28	\$334.48	\$341.84	\$349.36	\$357.05	\$364.90	\$372.93
Repair & Maintenance-Equipment	\$1,000.00	\$1,022.00	\$1,044.48	\$1,067.46	\$1,090.95	\$1,114.95	\$1,139.48	\$1,164.54	\$1,190.16	\$1,216.35	\$1,243.11
Repair & Maintenance-Other	\$1,500.00	\$1,533.00	\$1,566.73	\$1,601.19	\$1,636.42	\$1,672.42	\$1,709.21	\$1,746.82	\$1,785.25	\$1,824.52	\$1,864.66
Capital Outlay - Over \$5,000	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Capital Outlay - Under \$5,000	\$3,500.00	\$3,577.00	\$3,655.69	\$3,736.12	\$3,818.31	\$3,902.32	\$3,988.17	\$4,075.91	\$4,165.58	\$4,257.22	\$4,350.88
Inter-Governmental Payments	\$53,455.00	\$54,631.01	\$55,832.89	\$57,061.22	\$58,316.56	\$59,599.53	\$60,910.72	\$62,250.75	\$63,620.27	\$65,019.91	\$66,450.35
<i>Brownton</i>	<i>\$4,032.00</i>										
<i>Hutchinson</i>	<i>\$29,466.00</i>										
<i>Glencoe</i>	<i>\$8,460.00</i>										
<i>Lester Prairie</i>	<i>\$3,600.00</i>										
<i>Plato</i>	<i>\$819.00</i>										
<i>Silver Lake</i>	<i>\$0.00</i>										
<i>Stewart</i>	<i>\$3,546.00</i>										
<i>Winsted</i>	<i>\$3,501.00</i>										
<i>Property Tax Assessment</i>	<i>\$31.00</i>										
<i>SW Administration/Tip Fee Expenditures^[7]</i>	<i>\$502,382.00</i>	<i>\$513,434.40</i>	<i>\$524,729.96</i>	<i>\$536,274.02</i>	<i>\$548,072.05</i>	<i>\$560,129.63</i>	<i>\$572,452.49</i>	<i>\$585,046.44</i>	<i>\$597,917.46</i>	<i>\$611,071.65</i>	<i>\$624,515.22</i>
Contracts	\$25,000.00	\$25,550.00	\$26,112.10	\$26,686.57	\$27,273.67	\$27,873.69	\$28,486.91	\$29,113.62	\$29,754.12	\$30,408.72	\$31,077.71
<i>SW Plan & Ordinance Consulting</i>	<i>\$25,000.00</i>										
<i>Planning Expenditures^[8]</i>	<i>\$25,000.00</i>	<i>\$25,550.00</i>	<i>\$26,112.10</i>	<i>\$26,686.57</i>	<i>\$27,273.67</i>	<i>\$27,873.69</i>	<i>\$28,486.91</i>	<i>\$29,113.62</i>	<i>\$29,754.12</i>	<i>\$30,408.72</i>	<i>\$31,077.71</i>
Salaries & Wages - Full Time	\$125,237.00	\$127,992.21	\$130,808.04	\$133,685.82	\$136,626.91	\$139,632.70	\$142,704.62	\$145,844.12	\$149,052.69	\$152,331.85	\$155,683.15
Health & Life Insurance - County Share	\$31,658.00	\$32,354.48	\$33,066.27	\$33,793.73	\$34,537.19	\$35,297.01	\$36,073.55	\$36,867.17	\$37,678.24	\$38,507.16	\$39,354.32
PERA - County Share	\$9,080.00	\$9,279.76	\$9,483.91	\$9,692.56	\$9,905.80	\$10,123.72	\$10,346.45	\$10,574.07	\$10,806.70	\$11,044.45	\$11,287.42
FICA - County Share	\$9,581.00	\$9,791.78	\$10,007.20	\$10,227.36	\$10,452.36	\$10,682.31	\$10,917.32	\$11,157.51	\$11,402.97	\$11,653.84	\$11,910.22
Postage & Postal Box Rental	\$150.00	\$153.30	\$156.67	\$160.12	\$163.64	\$167.24	\$170.92	\$174.68	\$178.52	\$182.45	\$186.47
Printing & Publishing	\$500.00	\$511.00	\$522.24	\$533.73	\$545.47	\$557.47	\$569.74	\$582.27	\$595.08	\$608.17	\$621.55
Public Education	\$8,500.00	\$8,687.00	\$8,878.11	\$9,073.43	\$9,273.05	\$9,477.06	\$9,685.55	\$9,898.63	\$10,116.40	\$10,338.96	\$10,566.42
Dues & Registration Fees	\$300.00	\$306.60	\$313.35	\$320.24	\$327.28	\$334.48	\$341.84	\$349.36	\$357.05	\$364.90	\$372.93
Electricity	\$27,000.00	\$27,594.00	\$28,201.07	\$28,821.49	\$29,455.56	\$30,103.59	\$30,765.87	\$31,442.71	\$32,134.45	\$32,841.41	\$33,563.92
Natural Gas	\$15,000.00	\$15,330.00	\$15,667.26	\$16,011.94	\$16,364.20	\$16,724.21	\$17,092.15	\$17,468.17	\$17,852.47	\$18,245.23	\$18,646.62
Sewer/Water/Garbage Removal	\$7,200.00	\$7,358.40	\$7,520.28	\$7,685.73	\$7,854.82	\$8,027.62	\$8,204.23	\$8,384.72	\$8,569.19	\$8,757.71	\$8,950.38
Collection	\$310,000.00	\$316,820.00	\$323,790.04	\$330,913.42	\$338,193.52	\$345,633.77	\$353,237.72	\$361,008.95	\$368,951.14	\$377,068.07	\$385,363.57
<i>Apartment & Curbside</i>	<i>\$298,000.00</i>										
<i>Appliances/E-waste</i>	<i>\$12,000.00</i>										
Contracts	\$217,700.00	\$222,489.40	\$227,384.17	\$232,386.62	\$237,499.12	\$242,724.10	\$248,064.04	\$253,521.44	\$259,098.92	\$264,799.09	\$270,624.67
<i>West Central Industries</i>	<i>\$125,000.00</i>										
<i>Shipping Charges</i>	<i>\$60,000.00</i>										
<i>Preventative Maintenance Contracts</i>	<i>\$12,000.00</i>										
<i>Scale Calibration</i>	<i>\$1,200.00</i>										
<i>Trailer & Container Rentals</i>	<i>\$19,500.00</i>										
Motor Pool Expenses	\$300.00	\$306.60	\$313.35	\$320.24	\$327.28	\$334.48	\$341.84	\$349.36	\$357.05	\$364.90	\$372.93
Other Services & Charges	\$38,750.00	\$39,602.50	\$40,473.76	\$41,364.18	\$42,274.19	\$43,204.22	\$44,154.71	\$45,126.12	\$46,118.89	\$47,133.51	\$48,170.45
Property/Casualty Insurance	\$6,650.00	\$6,796.30	\$6,945.82	\$7,098.63	\$7,254.80	\$7,414.40	\$7,577.52	\$7,744.22	\$7,914.60	\$8,088.72	\$8,266.67
Office/Operating Supplies	\$4,000.00	\$4,088.00	\$4,177.94	\$4,269.85	\$4,363.79	\$4,459.79	\$4,557.91	\$4,658.18	\$4,760.66	\$4,865.39	\$4,972.43
Printed Paper Supplies	\$400.00	\$408.80	\$417.79	\$426.99	\$436.38	\$445.98	\$455.79	\$465.82	\$476.07	\$486.54	\$497.24
Building & Safety Supplies	\$3,750.00	\$3,832.50	\$3,916.82	\$4,002.98	\$4,091.05	\$4,181.05	\$4,273.04	\$4,367.04	\$4,463.12	\$4,561.31	\$4,661.66
Aluminum Recovery	\$60,000.00	\$61,320.00	\$62,669.04	\$64,047.76	\$65,456.81	\$66,896.86	\$68,368.59	\$69,872.70	\$71,409.90	\$72,980.92	\$74,586.50

**Appendix B - McLeod County Budget
Solid Waste Management Plan
McLeod County, MN**

Fiber Recovery	\$60,000.00	\$61,320.00	\$62,669.04	\$64,047.76	\$65,456.81	\$66,896.86	\$68,368.59	\$69,872.70	\$71,409.90	\$72,980.92	\$74,586.50
Cleaning Supplies	\$250.00	\$255.50	\$261.12	\$266.87	\$272.74	\$278.74	\$284.87	\$291.14	\$297.54	\$304.09	\$310.78
Repair & Maintenance-Equipment	\$30,000.00	\$30,660.00	\$31,334.52	\$32,023.88	\$32,728.40	\$33,448.43	\$34,184.30	\$34,936.35	\$35,704.95	\$36,490.46	\$37,293.25
Repair & Maintenance-Other	\$5,000.00	\$5,110.00	\$5,222.42	\$5,337.31	\$5,454.73	\$5,574.74	\$5,697.38	\$5,822.72	\$5,950.82	\$6,081.74	\$6,215.54
Tools	\$700.00	\$715.40	\$731.14	\$747.22	\$763.66	\$780.46	\$797.63	\$815.18	\$833.12	\$851.44	\$870.18
<i>Recycling Expenditures^[9]</i>	<i>\$971,706.00</i>	<i>\$993,083.53</i>	<i>\$1,014,931.37</i>	<i>\$1,037,259.86</i>	<i>\$1,060,079.58</i>	<i>\$1,083,401.33</i>	<i>\$1,107,236.16</i>	<i>\$1,131,595.35</i>	<i>\$1,156,490.45</i>	<i>\$1,181,933.24</i>	<i>\$1,207,935.77</i>
Salaries & Wages - Full Time	\$89,024.00	\$90,982.53	\$92,984.14	\$95,029.79	\$97,120.45	\$99,257.10	\$101,440.76	\$103,672.45	\$105,953.25	\$108,284.22	\$110,666.47
Salaries & Wages - Part Time	\$4,320.00	\$4,415.04	\$4,512.17	\$4,611.44	\$4,712.89	\$4,816.57	\$4,922.54	\$5,030.83	\$5,141.51	\$5,254.63	\$5,370.23
Uniform Allowance	\$125.00	\$127.75	\$130.56	\$133.43	\$136.37	\$139.37	\$142.43	\$145.57	\$148.77	\$152.04	\$155.39
Health & Live Insurance - County Share	\$18,182.00	\$18,582.00	\$18,990.81	\$19,408.61	\$19,835.60	\$20,271.98	\$20,717.96	\$21,173.76	\$21,639.58	\$22,115.65	\$22,602.19
PERA - County Share	\$6,454.00	\$6,595.99	\$6,741.10	\$6,889.40	\$7,040.97	\$7,195.87	\$7,354.18	\$7,515.97	\$7,681.32	\$7,850.31	\$8,023.02
FICA - County Share	\$6,810.00	\$6,959.82	\$7,112.94	\$7,269.42	\$7,429.35	\$7,592.79	\$7,759.83	\$7,930.55	\$8,105.02	\$8,283.33	\$8,465.57
Public Education	\$9,000.00	\$9,198.00	\$9,400.36	\$9,607.16	\$9,818.52	\$10,034.53	\$10,255.29	\$10,480.90	\$10,711.48	\$10,947.14	\$11,187.97
Dues & Registration Fees	\$1,000.00	\$1,022.00	\$1,044.48	\$1,067.46	\$1,090.95	\$1,114.95	\$1,139.48	\$1,164.54	\$1,190.16	\$1,216.35	\$1,243.11
Electricity	\$3,000.00	\$3,066.00	\$3,133.45	\$3,202.39	\$3,272.84	\$3,344.84	\$3,418.43	\$3,493.63	\$3,570.49	\$3,649.05	\$3,729.32
Natural Gas	\$1,700.00	\$1,737.40	\$1,775.62	\$1,814.69	\$1,854.61	\$1,895.41	\$1,937.11	\$1,979.73	\$2,023.28	\$2,067.79	\$2,113.28
Recycling	\$8,000.00	\$8,176.00	\$8,355.87	\$8,539.70	\$8,727.57	\$8,919.58	\$9,115.81	\$9,316.36	\$9,521.32	\$9,730.79	\$9,944.87
Contracts	\$39,150.00	\$40,011.30	\$40,891.55	\$41,791.16	\$42,710.57	\$43,650.20	\$44,610.51	\$45,591.94	\$46,594.96	\$47,620.05	\$48,667.69
Mileage Expense	\$500.00	\$511.00	\$522.24	\$533.73	\$545.47	\$557.47	\$569.74	\$582.27	\$595.08	\$608.17	\$621.55
Meals/Lodging/Parking/Misc.	\$200.00	\$204.40	\$208.90	\$213.49	\$218.19	\$222.99	\$227.90	\$232.91	\$238.03	\$243.27	\$248.62
Motor Pool Expenses	\$500.00	\$511.00	\$522.24	\$533.73	\$545.47	\$557.47	\$569.74	\$582.27	\$595.08	\$608.17	\$621.55
Other Services & Charges	\$2,000.00	\$2,044.00	\$2,088.97	\$2,134.93	\$2,181.89	\$2,229.90	\$2,278.95	\$2,329.09	\$2,380.33	\$2,432.70	\$2,486.22
Operating Supplies	\$10,000.00	\$10,220.00	\$10,444.84	\$10,674.63	\$10,909.47	\$11,149.48	\$11,394.77	\$11,645.45	\$11,901.65	\$12,163.49	\$12,431.08
Building & Safety Supplies	\$3,740.00	\$3,822.28	\$3,906.37	\$3,992.31	\$4,080.14	\$4,169.90	\$4,261.64	\$4,355.40	\$4,451.22	\$4,549.14	\$4,649.22
Repair & Maintenance-Equipment	\$800.00	\$817.60	\$835.59	\$853.97	\$872.76	\$891.96	\$911.58	\$931.64	\$952.13	\$973.08	\$994.49
Repair & Maintenance-Other	\$500.00	\$511.00	\$522.24	\$533.73	\$545.47	\$557.47	\$569.74	\$582.27	\$595.08	\$608.17	\$621.55
<i>HHW Expenditures^[10]</i>	<i>\$205,005.00</i>	<i>\$209,515.11</i>	<i>\$214,124.44</i>	<i>\$218,835.18</i>	<i>\$223,649.55</i>	<i>\$228,569.84</i>	<i>\$233,598.38</i>	<i>\$238,737.55</i>	<i>\$243,989.77</i>	<i>\$249,357.55</i>	<i>\$254,843.41</i>
Total Annual Cost	\$1,704,093.00	\$1,741,583.05	\$1,779,897.87	\$1,819,055.63	\$1,859,074.85	\$1,899,974.50	\$1,941,773.94	\$1,984,492.96	\$2,028,151.81	\$2,072,771.15	\$2,118,372.11
Cost/HH/Year^[11]	\$113.28	\$114.75	\$116.24	\$117.75	\$119.46	\$121.19	\$122.95	\$124.73	\$126.54	\$128.52	\$130.54
Cost per Ton^[12]	\$8.04	\$10.98	\$11.11	\$11.24	\$11.38	\$11.51	\$11.65	\$11.79	\$11.93	\$12.07	\$12.21

Footnotes:

1. Calculated from Minnesota State Demographic Center and U.S. Census Bureau data and described in Section 2.
2. Calculated by dividing the total population by the number of households. Household data from the Minnesota State Demographic Center.
3. Includes revenue from hauler licenses, tire and mattress collection fees, SCORE grant, and County tip fee revenue of \$1.50 per ton of MSW disposed at SRRMF.
4. Revenue from the Greater Minnesota Landfill Clean-up Fee of \$6.66 per ton of MSW disposed at SRRMF.
5. Includes revenue from the sale of recyclable commodities processed at the County's MRF, transported, and sold to end-users.
6. Includes revenue from the MN Dept of Agriculture for pesticides collection, an MPCA grant, and revenue from the reciprocity agreement with Sibley County.
7. Includes staff salaries and wages, insurance, office supplies, operating costs, capital outlay, etc.
8. Consulting contract costs.
9. Includes MRF operating expenses, MRF staff salaries and wages, insurance, County curbside and drop-off recycling collection contract costs, transportation costs, etc.
10. Includes HHW staff salaries and wages, insurance, disposal contracts, transportation, HHW Facility operating expenses, public education, etc.
11. Total Annual Cost divided by the number of households.
12. Total Annual Cost divided by Total MSW Tons to SRRMF.

Appendix C
MCLEOD COUNTY
SOLID WASTE MANAGEMENT ORDINANCE

**McLEOD COUNTY
SOLID WASTE MANAGEMENT ORDINANCE**

1. TITLE

This Ordinance should be known and titled as the "McLeod County Solid Waste Management Ordinance"; when referred to herein, it shall be known as the "Ordinance".

2. PURPOSE AND COMPLIANCE

An ordinance authorizing and providing for County Solid Waste Management; establishing powers and duties in connection therewith; establishing standards and requirements for solid waste management operations within the incorporated and unincorporated areas of the County of McLeod; requiring licenses and permits for storage, collection, transportation, processing, and disposal of solid waste in accordance with the McLeod County Solid Waste Management Plan; embodying and supplementing the minimum standards and requirements established by rules of the Minnesota Pollution Control Agency; providing for enforcement of said requirements; requiring performance bonds and insurance and imposing penalties for failure to comply with these provisions. Further, the purpose and objective thereof is to promote health, welfare and safety of the public and protect resources of land, water and air.

The County Board of McLeod County, Minnesota does ordain:

3. LEGAL AUTHORITY

This Ordinance is enacted pursuant to Minnesota Statutes, Chapters 115, 115A, 115B, 116, 375, and 400.

- 3.1. This Ordinance supersedes all provisions of any McLeod County ordinance that relates to control and collection of solid waste.
- 3.2. The governing body of any town or local unit of government may continue to exercise the authority to plan solid waste management, but after the adoption of official controls for a county by the County Board of Commissioners, no local unit of government shall enact official controls inconsistent with the standards prescribed in this Ordinance. Nothing in this Section will limit any local governmental unit to exercise a more restrictive ordinance than provided in the controls adopted by the County.
- 3.3. It is not otherwise intended by this Ordinance to repeal, abrogate or impair any existing restrictions or ordinances other than solid waste ordinances to the extent specified above. Where the conditions imposed by any provisions of this Ordinance are either more restrictive than comparable conditions imposed by any other provisions of this Ordinance or any other applicable law, ordinance, rule and

regulation, the provision which established the higher standards for the promotion and protection of the public health, safety and general welfare shall prevail.

The McLeod County Solid Waste Ordinance passed May 7, 1974, all amendments thereof and supplemental thereto, are hereby repealed.

4. DEFINITIONS

The following words and phrases used in this Ordinance, unless the context clearly indicates otherwise, shall have the meaning ascribed to them in this Section.

- 4.01. **"Air contaminant"** means the presence in the outdoor atmosphere of any dust, fumes, mist, vapor, gas or gaseous fluid or particular substance differing in composition from or exceeding in concentration, the natural components of the atmosphere.
- 4.02. **"Air pollutant"** means the presence in the outdoor atmosphere of any air contaminant or combination thereof, in such quantity, of such nature and duration and under such conditions as would be injurious to human health or welfare, to animal or plant life, to property or to interfere unreasonable with the enjoyment of life and property.
- 4.03. **"Composting"** is defined as the controlled biological decomposition and management of selected waste to produce an innocuous, humus-like material which can be used as a soil conditioner.
- 4.04. **"Construction and Demolition landfill"** is defined as an area of land used for the disposal of construction and demolition waste without creating nuisances or hazards to the environment, public health and safety and is operated in compliance with the provisions of this Ordinance.
- 4.05. **"Construction and Demolition waste"** is defined as material normally found in buildings to be demolished or constructed such as, but not limited to, bricks, stone facing, concrete, cement blocks, stucco, plaster, wall boards, glass, pipe, wire, metal, plastic and any inert materials as may be approved by the Solid Waste Officer.
- 4.06. **"County"** means any department or representative of McLeod County who is authorized by the Ordinance, or otherwise by the County Board of Commissioners, to represent McLeod County in the enforcement and administration of this Ordinance.
- 4.07. **"County Board"** is the McLeod County Board of Commissioners.
- 4.08. **"Cover material"** means material approved by the agency that is used to cover compacted solid waste in a land disposal site. Important general characteristics of good cover material are low permeability, uniform texture, cohesiveness, and compactibility.

- 4.09. **"Cubic yard"** is defined as a cubic yard of solid waste as received at the entrance of a waste facility. Waste facilities and haulers weighing and reporting tons of solid waste received at the entrance shall use the conversion factor of 3.33 yd³ per ton of solid waste when required or authorized by this Ordinance.
- 4.10. **"Garbage"** means materials resulting from handling, processing, storage, preparation, serving and consumption of food and various food by-products.
- 4.11. **"Generator"** means any person or entity whose actions or process produces solid waste.
- 4.12. **"Household hazardous waste (HHW)"** means any waste generated from household activity that exhibits the characteristics of, or that is listed as, hazardous waste under MPCA rules, but does not include waste from commercial activities that is generated, stored or present in a household. Household hazardous waste includes, but is not limited to paints, solvents, cleaners, pesticides, herbicides, paint thinner, drain openers, varnishes, stains and adhesives.
- 4.13. **"I/C/I"** means any institutional, commercial and industrial solid waste entity.
- 4.14. **"Incineration"** means the process by which solid waste is burned for the purpose of volume and weight reduction in facilities designed for such use.
- 4.15. **"Land disposal facility"** means any tract or parcel of land, including any constructed facility, at which solid waste is disposed of in or on the land.
- 4.16. **"Land pollution"** means the presence in or on the land of any solid waste in such quantity, nature or duration, and under such conditions as would affect injuriously any waters of the state, create air contaminants or cause air pollution.
- 4.17. **"Mixed municipal solid waste (MMSW)"** is defined as garbage, refuse and other solid waste from residential, commercial, industrial, institutional and community activities which is generated and collected in aggregate, but does not include auto hulks, street sweepings, ash, demolition waste, mining debris, sludges, tree and agricultural waste, tires, pesticides, hazardous waste and other materials collected, processed and disposed of as separate waste streams.
- 4.18. **"MPCA"** means the Minnesota Pollution Control Agency.
- 4.19. **"Notice of Violation"** is defined as a formal written notice issued by County staff to notify a party that he or she is in violation of a County Ordinance. This notice will inform the party of the alleged violation(s), the nature and extent of the violation(s), and the required corrective actions. The notice of Violation shall also specify additional actions that will be taken by the County, such as the inclusion of Notice of Violation Orders into a Final Order

or Consent Order and/or the issuance of a citation, as well as specific timeframes in which these actions will be completed.

- 4.20. **"Open burning"** is burning any matter whereby the resultant combustion products are emitted directly to open atmosphere without passing through an adequate stack, duct or chimney.
- 4.21. **"Open dump"** is a land disposal site at which solid waste is disposed of in a manner that does not protect the environment, is susceptible to open burning and is exposed to the elements, insects, rodents and scavengers.
- 4.22. **"Operation"** means any site, facility or activity relating to solid waste management.
- 4.23. **"Packer truck"** means a truck with a solid waste container that compacts refuse by hydraulic method or other mechanical means.
- 4.24. **"Person"** means any human being; municipality, public subdivision or other governmental or public agency; public or private corporation; partnership, firm or association; other organization; receiver, trustee, assignee, agent; other legal representative of any of the foregoing; or other legal entity.
- 4.25. **"Putrescible material or garbage"** means solid waste which is capable of becoming rotten or which may reach a foul state of decay or decomposition.
- 4.26. **"Recyclables"** means those materials found within MMSW that have been designated by the Solid Waste Officer as subject to source separation and recycling.
- 4.27. **"Recyclables Hauler"** means any person who owns, operates or leases vehicles for the purpose of collection and transportation of materials that have been designated by the Solid Waste Officer as subject to source separation and recycling.
- 4.28. **"Recycler"** means any business established to collect, transport, process, store, redeem or dispose of recyclables.
- 4.29. **"Recycling"** means the process of collecting and preparing recyclable materials and reusing the materials in their original form or using them in manufacturing processes that do not cause the destruction of recyclable materials in a manner that precludes further use.
- 4.30. **"Recycling facility"** is defined as a site used only to collect and prepare recyclables for reuse in their original form, or for use in a manufacturing process.
- 4.31. **"Shoreland"** is defined as land located within the following distances from the ordinary high water mark of public waters: (a) land within 1,000 feet from the normal high water mark of a lake, pond, reservoir impoundment or

flowage; and (b) land within 300 feet of a river or stream or the landward side of a flood plain delineated by ordinance on such a river or stream, whichever is greater.

- 4.32. **"Site or facility"** is defined as all real or personal property which is, or may be, used for the utilization, processing or final disposal of solid waste and which requires a license for disposal therein under the provision of this Ordinance. Solid waste site or facility includes, but is not limited to, transfer stations, special waste processing facilities, compost facilities, infectious waste facilities, and waste-to-energy facilities.
- 4.33. **"Solid waste"** is defined as garbage, refuse, demolition waste, sludge from a water supply treatment plant or air contaminant treatment facility and other discarded solid waste materials and sludges in solid, semi-solid, liquid or contained gaseous form, but does not include hazardous waste, animal waste used as fertilizer, earthen fill, boulders, rock, sewage sludge, solids or dissolved material in domestic sewage or other pollutants in water resources, such as silt, dissolved or suspended solids in industrial waste water effluents or discharges or other common water pollutants.
- 4.34. **"Solid Waste Advisory Committee (SWAC)"** is defined as the representative body from city and County government, local business and industry, waste haulers and the general public from within McLeod County designated the responsibility of monitoring and reviewing all solid waste abatement and recycling programs; initiating new solid waste action plans; deciding upon disbursement of bonds and grants for all solid waste abatement and recycling programs; reviewing and recommending County fee authority options on all solid waste generated within and outside the County; and recommending solid waste action plans to the County Board.
- 4.35. **"Solid waste hauler"** means any person who owns, operates or leases vehicles for the purpose of collection and transportation of any type of solid waste, including recyclables and yard waste, and is under contract or other agreement with the solid waste generator.
- 4.36. **"Solid waste management"** means the storage, collection and removal of solid waste from public and private property, its transportation to intermediate or final disposal facilities and its disposal by approved methods; the management of a recycling program, solid waste education and other solid waste operations or services.
- 4.37. **"Source separation"** means the separation by the generator of any material for the purposes of preventing its introduction into the MMSW stream.
- 4.38. **"State"** means the State of Minnesota.
- 4.39. **"Tipping fee"** is defined as the fee charged to haulers or other persons for waste delivered to a designated site or facility, exclusive of any separate charges imposed by local, state or federal government.

- 4.40. **"Toxic and hazardous waste/hazardous substance"** shall have meanings given it in Minnesota Statutes 115B.02, Subdivisions 8 and 9.
- 4.41. **"Transfer station"** is defined as an intermediate solid waste facility in which solid waste collected from any source is temporarily deposited to await transportation to the final disposal site or facility.
- 4.42. **"Waste tire"** is defined as solid waste which consists of the rubber or other resilient material product which is used on a vehicle or other equipment wheel to provide tread which is discarded or which cannot be used for its original purpose because it is used, damaged or defective.
- 4.43. **"Water pollution"** means the contamination of any waters of the State so as to create a nuisance or enter such waters as unclean or impure; and to be actually or potentially harmful or detrimental or injurious to public health, safety or welfare, to domestic, commercial or industrial use or to animals, birds, fish or other aquatic life.
- 4.44. **"Waters of the State"** means all lakes, streams, ponds, marshes, water courses, water ways, wells, springs, reservoirs, aquifers, irrigation systems and all other bodies or accumulations of water, surface or underground, natural or artificial, public or private, which are contained within, flow through or border upon the State or any portion thereof.
- 4.45. **"White Goods"** means major appliances. Major appliances include, but are not limited to, clothes washers and dryers, dishwashers, hot water heaters, garbage disposals, microwave ovens, trash compactors, conventional ovens, ranges and stoves, humidifiers and dehumidifiers, air conditioners, refrigerators, freezers, furnaces and other as defined in Minnesota Statutes 115A.03, Subdivision 17a.
- 4.46. **"Yard waste"** means garden waste, leaves, lawn cuttings, weeds and prunings generated on residential or commercial properties. For this definition, prunings are defined as the green stemmed portion of plants and does not include tree trimmings.
- 4.47. **"Yard waste hauler"** means any person who owns, operates, or leases vehicles for the purpose of collection and transportation of any type of garden waste, leaves, lawn cuttings, weeds, and prunings generated on residential or commercial properties. For this definition, prunings are defined as the green stemmed portion of plants and does not include tree trimmings.

5. ADMINISTRATION

5.1. Solid Waste Officer

There shall be appointed by the McLeod County Board of Commissioners a Solid Waste Officer who shall be responsible for the administration of this Ordinance.

5.2. **Duties**

The Solid Waste Officer shall have all necessary authority to implement and carry out the provisions of this Ordinance including, but not limited to, the following:

- 5.2.1. To review and consider all applications and supporting materials which are referred to the Solid Waste Officer for operations within the County, and after such review and consideration, to recommend in writing, with documentation, to the County Board whether a license should be granted or denied.
- 5.2.2. To enter upon premises and into buildings to inspect operations to determine compliance and to investigate complaints about violations of this Ordinance, subject to the specific authority granted and limitations thereof set forth hereinafter.
- 5.2.3. To recommend to the County Attorney that legal proceedings be initiated against a person or group of persons to compel compliance with the provisions of this Ordinance or to terminate or control an operation not in compliance with this Ordinance.
- 5.2.4. To encourage and conduct studies, investigations and research relating to aspects of solid waste management as directed by the SWAC or County Board, including, but not limited to, methodology, chemical and physical considerations and engineering.
- 5.2.5. To advise, consult and cooperate with the public and other governmental agencies in furtherance of the purpose of this Ordinance.
- 5.2.6. To plan, implement and administer all County operated solid waste management facilities.

5.3 **Solid Waste Advisory Committee**

5.3.1. **Duties**

There shall serve a representative body from City and County government, local business and industry, waste haulers and the general public from within the County designated the responsibility, but not limited to, monitoring and reviewing all solid waste management programs, including source reduction, recycling, composting, and landfilling, and will recommend solid waste action plans to the County Board.

6. **GENERAL PROVISIONS**

- 6.1. No person shall cause, permit or allow his land or property under his control to be used for solid waste management purposes, and no solid waste shall be deposited or otherwise disposed of within the County of McLeod, except at the county sanitary landfill or at an operation for which a license has been granted by the County Board. A license shall not be required under this Ordinance for any site used for the disposal

of solid waste from only a single family or household, a member of which is the owner, occupant or lessee of the property, but such site shall be operated and maintained in a nuisance-free and aesthetic manner consistent with the intent of this Ordinance.

Any operation to be used for any method of solid waste management not otherwise provided for in this Ordinance must be licensed by the County Board before operation may commence. The license application shall include sets of complete plans, specifications, design data, ultimate land use plan, if applicable, and proposed operating procedures prepared by a registered professional engineer of the State of Minnesota. Where applicable, the applicant shall procure and include with the application a conditional use permit if required by the County Zoning Ordinance.

- 6.2. A permit shall not be required from a state agency, except under Minnesota Statutes 88.16, 88.17, and 88.22 for a person who owns or operates land used for farming that buries, or burns and buries, solid waste generated from the person's household or as part of the person's farming operation if the burying is done in a nuisance-free, pollution free, and aesthetic manner on the land used for farming. This exception however does not apply if there is regularly scheduled pickup of solid waste as determined by resolution of the McLeod County Board.
- 6.3 Pursuant to Minnesota Statute 17.135, the above exemption in Section 6.2 does not apply to burning tires or plastics, except baling twine, or waste as defined in Minnesota Statute 115A.96, Subdivision 1; appliances, including but not limited to, major appliances as defined in Minnesota Statute 115A.03, Subdivision 17A; household batteries, used motor oil; and lead acid batteries from motor vehicles.
- 6.4. Owners and managers of every property shall be responsible for maintaining all open areas free of improperly stored solid waste accumulations. For purposes of this Ordinance this shall include: (1) animal feces, brush piles, inoperable machines, appliances, fixtures and equipment that have no substantial value and can be reasonably considered solid waste; (b) lumber piles and building materials, unless being actively used by a business or construction requiring use of such lumber and materials; (c) tin cans, broken glass, broken furniture, boxes, crates and other debris; and (d) other forms of MMSW. Nothing in this Section is designed to restrict the commonly accepted activities of agricultural farms and duly established and licensed automobile, scrap iron, metal recyclers and salvage operations.
- 6.5. After receiving an application for an operation, the County Board shall refer such application to the County Solid Waste Officer who shall give his recommendation to the County Board concerning whether it should issue or deny the license. Per Section 9.12, the County Board has 30 days to either grant or deny the license. If an applicant is denied a license, he shall be notified in writing of the reasons therefore by the County Board. A denial shall be without prejudice to the applicant's right to an appearance before the County Board or to his right to file a further application after revisions are made to satisfy objections specified as reasons for the dismissal.
- 6.6. The County Board shall refuse to issue a license for any operation which does not comply with this Ordinance, Agency regulations and the County's solid waste

management plan, or for any operation which the County Board feels may be detrimental to the citizens of the County as a whole.

- 6.7. Unless otherwise provided by the County Board, issuance of any license pursuant to the provisions of this Ordinance shall be contingent upon the applicant furnishing to the County a bond in an amount to be set by the County Board and naming the County as obligee with sufficient sureties duly licensed and authorized to transact business in the State of Minnesota as sureties. The condition of such bond shall be that if the principal fails to comply with any of the requirements or fails to perform any of the acts required of an operation or ceases to operate or abandons the operation, and the County is required to expend any moneys or expend any labor or material to restore the operation to a condition in compliance with this Ordinance, the obligor and the sureties on its bond shall reimburse the County for any and all expenses incurred to remedy failure to the principal to comply with the terms of the Ordinance, and the obligor and its sureties will indemnify and hold the County harmless from all losses, costs and charges that may occur to the County because of any default of the obligor under the terms of the license to operate and Ordinances of the County. The performance bond shall be subject to cancellation by the surety at any time only upon giving one hundred twenty (120) days prior written notice of cancellation to the County. In lieu of part or all of said bond, the licensee may provide evidence of financial assurance in a form acceptable to the County Board to be used to bring the facility or activity into compliance with said requirements.
- 6.8. The licensee shall furnish to the County certificates of insurance issued by insurers, duly licensed within the State, covering public liability insurance, including general liability, automobile liability, completed operations liability and bodily injury liability in amounts to be set by the County Board. In addition, the licensee shall provide evidence of worker's compensation coverage in the required statutory amounts.
- 6.9. The County Board shall, by resolution, establish fees, including fees for the application, initial license, renewal of license and such other fees as may be necessary for the administration of this Ordinance. The County Board may waive fees for any political subdivision applying for a solid waste license.
- 6.10. Any license granted by the County Board under the provisions of this Ordinance may be suspended at any time for noncompliance with the provisions of this Ordinance or applicable state laws and regulations, or upon written notification by the Solid Waste Officer or by an authorized representative of the Agency, that the continued use of the operation may endanger the health, welfare or safety of the public or may cause pollution or impairment of the environment. The notice of suspension may be served upon the licensee personally or by leaving the same at the licensed premises with the person in charge thereof. A copy thereof shall be provided to the County Board. A license may be revoked only after the County Board has held a public hearing at which the licensee and other persons wishing to be heard concerning use of the operations shall have the right to be heard. The date of the hearing for license revocation shall be set by the County Board and shall not be held earlier than ten (10) calendar days after notice of said hearing was mailed to the licensee. Evidence may be presented and received in a manner consistent with the rules of evidence applied in

civil cases. A transcript thereof shall be made by tape recording or other suitable technique approved by the County Board. If, pursuant to said hearing, the County Board shall determine that the operation has been conducted in violation of this Ordinance, the Board may revoke the license or continue such suspension in effect until the operator has demonstrated that full compliance with the ordinance has been attained and that such compliance will be continued in the foreseeable future.

- 6.11. Routine inspection and evaluation of an operation shall be made by the Solid Waste Officer at such frequency as to insure compliance by the operation consistent with the provisions of this Ordinance. The licensee shall be provided with a written inspection report containing a precise description of any deficiencies, recommendations for the correction and the date when the correction shall be accomplished.
- 6.12. Where the conditions imposed by any provision of this Ordinance are either more restrictive or less restrictive than comparable conditions imposed by any other provisions of this Ordinance, or any other applicable law, ordinance, rule or regulation, the provision which establishes the higher standards for the promotion of the public health, safety and general welfare shall prevail.

7. SOLID WASTE STORAGE AND CONTAINERS

- 7.1. The owner, lessee and occupant of any single or multi-family dwelling, business establishment, industry and all other premises shall be responsible for the satisfactory storage of all solid waste accumulated at that premises, business establishment or industry. No building, structure, area, or premises shall be constructed or maintained for occupancy, use or assembly without adequate facilities for sanitary and safe storage, collection, transportation, and disposal of all solid wastes.
- 7.2. Property owners shall cause occupants and employees to store waste for removal in the solid waste storage facilities and containers provided. The property owner shall not knowingly permit solid waste to be placed in locations or in a manner that the solid waste can be scattered by water, wind, animals or insects.
- 7.3. Every property shall be supplied with adequate solid waste storage facilities and containers. Such facilities and containers shall be supplied by the owner of the property or by contract with a commercial hauler.
- 7.4. Putrescible waste, including, but not limited to, garbage shall be stored and maintained in: (a) durable, rust-resistant, non-absorbent, water-tight, rodent-proof, and easily cleanable containers, with close-fitting, fly-tight covers preventing insect breeding and having adequate handles to facilitate handling; or (b) other types of containers which are acceptable to the solid waste collections services, comply with Agency regulations, and are approved by the Solid Waste Officer. The size and allowable weight-to-volume of the containers may be determined by the solid waste collection service as approved by the Solid Waste Officer.

- 7.5. Solid waste shall be stored in durable containers or as otherwise provided in this Ordinance. Where putrescible wastes are stored in combination with non-putrescible wastes, containers for the storage of the mixture shall meet requirements for putrescible waste containers.
- 7.6. Solid waste objects or materials too large or otherwise unsuitable for storage containers shall be stored in a manner which is pollution-free, nuisance-free and satisfactory to the Solid Waste Officer.
- 7.7. Toxic/hazardous waste shall be stored in durable, leak-proof containers and shall be "painted and marked" so as to easily identify the container as toxic or hazardous waste consistent with federal and state regulations. All previous lettering and numbering will be obliterated from the container. The container will be marked in an easily identified area using a permanent marker to provide a description of the waste and the start date. Such waste shall be stored in a safe location and be in compliance with MPCA regulations and the Ordinance. In any case, a generator of hazardous waste must comply with all federal and state laws and regulations applicable to the generation, storage, transportation, processing and disposal of hazardous waste (whichever laws and regulations are more stringent).
- 7.8. Solid wastes shall not be stored on public or private property for more than two (2) weeks without the written approval of the Solid Waste Officer.
- 7.9. Non-putrescible waste, suitable and sorted for recycling, may be contained for more than ten (10) days if it is stored in an aesthetically acceptable manner that avoids unacceptable health risk or nuisances, and otherwise complies with this Ordinance.
- 7.10. Any hauler finding solid waste containers in use that appear not to be in compliance with this Ordinance shall report the non-compliance to the owner and Solid Waste Officer. If correction is not made within a reasonable amount of time the hauler may refuse to empty the container(s).
- 7.11. **Recyclable Materials**
- 7.11.1. The recyclables hauler, per approval by the Solid Waste Officer, may specify the type of container their customers must place the recyclables in. The containers must be provided by the recyclables hauler or already available to their customers at the time this Ordinance provision becomes effective.
- 7.11.2. The recyclables hauler may specify how a customer is to place their recyclables out for collection and how the recyclables are to be prepared. The Solid Waste Officer reserves the right to review and modify the amount of preparation required by the recyclables hauler in consideration of local recyclable market requirements.
- 7.12. **Yard Waste**
- 7.12.1 Plastic bags of any type are prohibited from use to dispose of yard waste at solid waste disposal facilities or composting facilities. Unless otherwise

indicated, plastic bags of any type may be used to transport yard waste to a solid waste disposal facility or composting facility but may not be disposed of at the facility.

8. COLLECTION AND TRANSPORTATION OF SOLID WASTES

- 8.1. It shall be unlawful for any hauler to collect or transport solid waste, including recyclable materials, within McLeod County without securing a license to do so from the Solid Waste Officer . This section does not apply to persons who collect and transport their own household solid waste.
- 8.2. Except as permitted by this Ordinance, solid waste shall not be transferred to another property or another property's waste storage facility or container, except with the written consent of the property owner receiving solid waste.

8.3. **Solid Waste Hauler Requirements**

8.3.1. The McLeod County Solid Waste Officer, with approval from the County Board may issue a license for the commercial hauling of solid waste if the following information is submitted as part of the solid waste licensing requirements:

- (a) Filing of an application for a solid waste hauling license upon a form provided by the County Board and available from the Solid Waste Officer.
- (b) Filing proof of comprehensive general liability insurance covering bodily injury and property damage (combined limit) in the amount of \$200,000 per person and \$600,000 per occurrence and personal injury in the amount of \$200,000 per person and \$600,000 per occurrence.
- (c) Filing proof of comprehensive automobile liability insurance including owned, non-owned and hired automobiles in the amount of \$200,000 per person and \$600,000 per occurrence.
- (d) Filing proof of a performance bond with sufficient sureties in the penal sum of \$2,000 which bond shall be conditioned upon the applicant's full compliance with this Ordinance, said bond to be subject to the approval of the County Board and the County Attorney.
- (e) The type, number and capacity of solid waste hauling vehicles used in McLeod County for solid waste collection and/or transportation. Such vehicles shall have leak-proof bodies of easily cleanable construction completely covered with metal or heavy canvas. Vehicles used for the collection and transportation of any solid waste must be loaded and transported in such a manner that the contents will not fall, leak, or spill. Where spillage does occur, the material shall be picked up immediately by the hauler and returned to the vehicle or container and the area properly cleaned.
- (f) Vehicles and containers used for the collection and transportation of toxic or hazardous wastes shall be durable, enclosed and leak proof and shall be constructed, loaded, transported and unloaded in a safe, sanitary and nuisance-free manner and consistent with Section 7.7.
- (g) Submission of a general description of the route to be followed by all solid waste hauling vehicles between the area(s) of collection and the solid waste disposal/processing facility.
- (h) Payment of an annual license fee set by resolution of the County Board. The Solid Waste Officer may, by resolution of the County Board, implement a license fee structure based on an annual per business solid waste collector's fee and a per vehicle fee based on the

number of solid waste hauling vehicles operated by the individual solid waste hauler. Non-payment of the annual per business solid waste collector's fee and the per vehicle fee shall be grounds for denial of license renewal. However, payment of the license fee may be waived by the County Board if the applicant is a governmental agency.

- (i) Commercial haulers of solid waste serving residential customers must charge for collection on the basis of the volume or weight of waste collected. For single family customers, the hauler must offer a minimum 1 can/bag/tag rate. The failure to offer volume/weight rates shall be grounds for license termination or denial of license renewal. A brief description of how the commercial solid waste hauler will comply with this rule shall be submitted with the license application and such additional information as the Solid Waste Officer may require.

8.3.2. All vehicles owned and operated by the Licensee shall display a license decal provided by the Solid Waste Officer visible on the driver's side of each vehicle. Vehicles used only for collecting source separated recyclables or hauling processed recyclables to market need not have a license decal, but the business must be licensed. In addition, the Licensee shall display the capacity of each vehicle, and the name, address, and telephone number of the Licensee on each side of the vehicle. Letters and numbers shall be visible and easily read.

8.3.3. The solid waste hauler shall provide customers or local units of government with a collection schedule specifying the day of collection that their customers are to place their solid waste out on their property for collection.

8.3.4. A hauler shall not accept for collection any solid waste within McLeod County the hauler knows or has reason to know contains:

- (a) Any of the recyclable materials as per agreement.
- (b) Any of the problem/banned materials listed in Section 12.

8.3.5. A solid waste hauler may collect and dispose of recyclable materials at a licensed facility only if such materials have been contaminated to the extent that contamination precludes its reuse, as defined in the recycling definition in Minnesota Statutes 115.03, Subdivisions 25a and 25b. Written permission to do as such however must be granted by the McLeod County Solid Waste Officer.

8.3.6. Municipalities or townships within McLeod County that contract with solid waste/recyclables haulers must contract with a hauler who is licensed by McLeod County. Contracts shall be consistent with the provisions in this Subsection.

- 8.3.7. The solid waste collection service will indemnify, defend and hold harmless the County Board, their agents, elected officials and employees from all claims, damages, losses, liabilities, costs, expenses and lawsuits, whatsoever, arising out of any act or omission on the part of the hauler or its contractors, agents, servants or employees in the performance of, or in relation to, any of the work or services to be performed or furnished by the hauler under the terms of this Ordinance.
- 8.3.8. The solid waste hauler and the vehicles used in collecting and transporting solid waste/designated recyclable materials within McLeod County must comply with all state and local laws and vehicle safety regulations. Solid waste hauling vehicles may be subject to approval and periodic inspection as required by the Minnesota Department of Transportation.

8.4. Recyclables Hauler Requirements

The McLeod County Solid Waste Officer, upon approval by the County Board, may issue a license for the commercial hauling of recyclable materials if the following information is submitted as part of the licensing requirements:

- 8.4.1. Fulfilling the requirements of Sections 8.1 and 8.2
- 8.4.2. Fulfilling the requirements of Section 8.3.1 - 8.3.8
- 8.4.3. For the purposes of this Section, in Sections 8.1, 8.2 and 8.3, the term "recyclables" shall replace the term "solid waste", "recyclables processing facility" shall replace "solid waste disposal facility" and "recyclables hauler" shall replace "solid waste hauler". These terms shall have meaning as defined in Section 8.

8.5. Quantity Reporting Requirements

8.5.1. MMSW Hauler Reporting Requirements

The MMSW hauler must submit an annual quantity report of all solid waste collected in McLeod County to the Solid Waste Officer within fourteen (14) days after the December 31 reporting period. The quantity report form, available from the Solid Waste Officer, will include a format to identify the weight in tons of all MMSW collected from McLeod County and delivered to in- and out-of-County disposal and processing facilities, as well as MMSW collected outside of McLeod County and transported to disposal and processing facilities located in McLeod County.

8.5.2. Recyclable Materials Hauler Reporting Requirements

The recyclables hauler must submit a quarterly quantity report of the recyclables collected from McLeod County to the Environmental Office within fourteen (14) days after the quarter-ending reporting period using a calendar year. The quantity report form, available from the Solid Waste Officer, will include a format to identify the weight in tons of all recyclable materials collected from McLeod County and delivered to in- and out-of-County recyclables processing facilities.

8.5.3. Yard Waste Hauler Reporting Requirements

Any hauler commercially collecting and transporting yard waste from McLeod County to an in- or out-of-County processing facility must submit an annual quantity report to the Environmental Office within fourteen (14) days after the December 31 reporting period. The quantity report form, available from the Solid Waste Officer, will include a format to identify the quantity, by volume, of yard waste collected and transported for processing.

9. SOLID WASTE MANAGEMENT AND ABATEMENT FACILITIES

9.1. Solid Waste Management and Abatement

Unless otherwise provided by this Ordinance, no person shall cause, permit or allow real or personal property under their control to be used for solid waste management purposes, except at an operation for which a license has been granted by the County Board. For the purposes of this Ordinance, solid waste management includes the following specific activities set forth herein. In addition to other requirements listed herein, applicants for licenses must meet all requirements of the stated rules and statutes:

9.1.1. Operation of MSW Land Disposal Facilities, Minnesota Rules 7035.

9.1.2. Operation of Construction and Demolition Land Disposal Facilities, Minnesota Rules 7001.3425.

- 9.1.3. Operation of Composting and Co-Composting Facilities, Minnesota Rules 7035.
- 9.1.4. Operation of Recycling Facilities, Minnesota Rules 7035.
- 9.1.5. Operation of Transfer Station Facilities, Minnesota Rules 7035.
- 9.1.6. Solid Waste Storage, Minnesota Rules 7035.
- 9.1.7. Waste Tires, Minnesota Rules 7035 and 9220 and Minnesota Statutes 115A.
- 9.1.8. Collection and Transportation of Solid Waste, Minnesota Rules 7035.

9.2. Commencement of Operations

Applicants for a license shall not commence any operation until the license application has been reviewed by the Solid Waste Officer and approved by the County Board. A solid waste facility operating license shall not be issued until the facility construction has been completed in compliance with this Ordinance and the approved plans and have been reviewed by the Solid Waste Officer and approved by the County Board. The County Board, may at its discretion, require additional information as outlined in this Ordinance.

9.3. License Requirement and Non-Transferability

A license issued by the County Board shall be required for any solid waste operation. This license shall not be transferable under any condition without the express approval and written consent of the County Board.

9.4. Licensing

Unless otherwise provided by the County Board, the license year for solid waste operations shall be from July 1 through June 30.

Solid waste licenses' fees shall be paid annually as a condition for license renewal. Application for renewal of solid waste licenses shall be made in writing to the Solid Waste Officer by April 30th of each year. The application for renewal shall contain a statement of any changes in the information submitted in the last approved license application. Licenses may be purchased for less than one year, but the license fee shall not be prorated. Fees shall be paid to the County prior to issuance of license. Licenses shall not be transferred except by approval of the County Board.

9.5. Plans/Specifications/Reports Submittal

For facilities requiring an MPCA permit for a solid waste operation, the applicant for a license or license renewal may, upon request, be required to submit a complete set of plans, specifications and/or reports to the Solid Waste Officer.

9.6 Permit-by-Rule Sites

The owner or operator of a solid waste facility is deemed to have obtained a solid waste management facility permit without making application for it, if the Minnesota Pollution Control Agency commissioner finds that the facility meets the requirements set forth in Minnesota Rules 7001.3050, including notifying in writing the Solid Waste Officer, and the owner/operator of the facility obtains a conditional use permit, if required under the County Zoning Ordinance.

9.7. Non-Profit Recycling Permits

Civic or non-profit organizations, school groups, service clubs or others who collect recyclable materials to support their organizations or to provide a community service will not be required to obtain a license. All submittals, as required by an applicable MPCA permit, shall also be submitted to the Solid Waste Officer .

9.8. Consent of Governing Body

The applicant must submit to the Solid Waste Officer written proof that the municipal or township governing body, in which solid waste operations are located, has considered the establishment of solid waste operations with respect to zoning and other applicable regulations and the position, recommendation or other position of said governing body to the proposed activity.

9.9. Conditional Use Order

In accordance with the provisions of Section 25 of the McLeod County Zoning Ordinance and by resolution of the County Board, a Conditional Use Permit may be granted for proposed and/or operating solid waste facilities. Plans of such buildings and supporting infrastructure shall be reviewed by the Solid Waste Advisory Committee and upon a formal public hearing conducted by the McLeod County Planning Commission, a conditional use order may be granted. If a Conditional Use Permit is granted, an updated annual plan of operation must be kept on file with the County . As part of any future Conditional Use Permit, the County Board may require an environmental assessment worksheet ("EAW") or other such environmental review as directed by the McLeod County Board.

9.10. Submittals to the State

All submittals to the State, during the state permitting and/or licensing process for solid waste operations, shall also be submitted to the Solid Waste Officer.

9.11. Waivers

The applicant shall provide such additional data as may be requested by the Solid Waste Officer or the County Board. The County Board may waive a requirement for submitting certain information if such a waiver will not endanger the health or safety of the public.

9.12. **Application Response**

After receiving a completed application for the operation of a solid waste operation, the County Board shall have 30 days to either grant or deny the license or license renewal or suspension or revocation of an issued license.

9.13. **Insurance Requirements**

The licensee shall furnish to the County certificates of insurance issued by insurers, duly licensed within the State, covering public liability insurance, including general liability, automobile liability, completed operations liability and bodily injury liability in amounts to be set by the County Board. In addition, the licensee shall provide evidence of worker's compensation coverage in the required statutory amounts.

9.14. **Financial Assurance**

To the extent not otherwise required by federal or state authorities and unless otherwise provided by the County, issuance or renewal of any license shall be contingent upon the owner of the operation, the operator or both, providing financial assurance for the closure, post-closure maintenance and monitoring of the site or facility. Use of this financial assurance shall be limited to the site or facility for which it was provided. Documentation submitted with the application for approval by the County Board shall include funding procedures, a description of the funding method, the value of the funding and an inflation adjusted cost estimate which assess that the closure and post-closure activities at the site or facility take place. The amount of the financial assurance shall be equal to or exceed the total estimated post-closure costs specified in the approved post-closure plan.

9.15. **Fees**

The County Board shall, by resolution, establish fees, including fees for the application, initial license, renewal of license and such other fees as may be necessary for the administration of this Ordinance. The County Board may waive fees for any political subdivision applying for a solid waste license.

9.16. **Solid Waste Facility Reporting Requirements**

All solid waste facility operators must submit a monthly quantity report of all solid waste received to the Solid Waste Officer within fourteen (14) days after the first of the following month and an annual quantity report no later than January 31 following the December 31 reporting period. The quantity report form, available from the Solid Waste Officer, will include a format to identify the weight in tons of all solid waste received from in- and out-of-the-County.

9.17. **Solid Waste Facility Closure**

9.17.1. Solid waste facility operations shall be terminated in accordance with state and federal law, and adhere to the following closure procedure so as to

prevent the creation of air, water or land pollution, a public nuisance, or a threat to the public health, welfare or safety.

The person or persons having the responsibility for the operation of the site must accomplish the closure of the site in accordance with Minnesota Statute 7035.2625 and shall also include the following procedures:

- (a) Designate a substitute site or facility which has been approved by the Agency and notify the local media and the general public of the closing and of the substitute site per Minnesota Statute 7035.2625.
- (b) Close access to the site and prohibit continued use of the site.
- (c) Eradicate rodents.
- (d) Provide any additional necessary measures to protect underground and surface water.
- (e) Record a detailed description, including a plat and other information of interest to potential land owners with the county register of deeds.
- (f) The County Solid Waste Officer shall properly complete the site closure record and submit it to the Agency.

10. INDUSTRIAL/COMMERCIAL/INSTITUTIONAL GENERATOR REPORTING REQUIREMENTS

10.1 I/C/I Materials Recovery and Recycling Reporting Requirements

To advance the goals and objectives of the McLeod County solid waste management efforts, the Solid Waste Officer will work cooperatively with industrial, commercial and institutional entities to establish annual solid waste materials recovery and recycling reporting requirements.

10.2 I/C/I Disposal Reporting Requirements

To advance the goals and objectives of the McLeod County solid waste management efforts, the Solid Waste Officer will work cooperatively with industrial, commercial and institutional entities to establish annual solid waste disposal reporting requirements.

11. SOLID WASTE MANAGEMENT FACILITY FEES AND CHARGES

The County may impose solid waste management disposal fees and charges pursuant to Minnesota Statute 115A.919.

11.1 County Landfill Surcharge/Fee

Pursuant to Minnesota Statute 115A.919, Subdivision 1, the County may impose a fee, by cubic yard of waste or its equivalent, on operators of facilities for the disposal of mixed municipal solid waste or construction debris located within the County. The revenue from the fees shall be credited to the County general fund and shall be used only for landfill abatement purposes, or costs of closure, postclosure care, and response actions or for purposes of mitigating and compensating for the local risks, costs, and other adverse effects of facilities.

Fees for construction and demolition debris facilities may not exceed 50 cents per cubic yard. Revenues from the fees must offset any financial assurances required by the County for a construction and demolition debris facility. The maximum revenue that may be collected for a construction and demolition debris facility must be determined by multiplying the total permitted capacity of the facility by 15 cents per cubic yard. Once the maximum revenue has been collected for a facility, the fee may no longer be imposed. The limitation on these fees and fees pursuant to Minnesota Statute 115A.921, are not intended to alter the liability of the facility operator or the authority of the Agency to impose financial assurance requirements.

11.2. **Greater Minnesota Landfill Cleanup Fee**

Pursuant to Minnesota Statute 115A.923, Subdivision 1, the operator of a mixed municipal solid waste disposal facility outside of the metropolitan area shall charge a fee on solid waste accepted and disposed of at the facility and revenues from such fees shall be credited to the county general fund and shall be used only for landfill abatement purposes, i.e. costs of closure, post-closure care, and response actions or for purposes of mitigating and compensating for the local risks, costs and other adverse effects of facilities. Fees shall be charged according to the following:

- (a) A facility that weighs the waste that it accepts must charge a fee of \$6.66 per ton of waste accepted at the entrance of the facility.
- (b) A facility that does not weigh the waste but that measures the volume of the waste that it accepts must charge a fee of \$2 per cubic yard of waste accepted at the entrance of the facility.
- (c) Waste residue from recycling facilities at which recyclable materials are separated or processed for the purpose of recycling, or from energy and resource recovery facilities at which solid waste is processed for the purpose of extracting, reducing, converting to energy, or otherwise separating and preparing solid waste for reuse is exempt from the fee imposed by this subdivision if there is at least an 85% weight reduction in the solid waste processed. To qualify for this exemption, waste residue must be brought to a disposal facility separately. The Commissioner of the Minnesota Pollution Control Agency shall prescribe procedures for determining the amount of waste residue qualifying for exemption.

11.3. **Out-of-County Disposal Fee**

[reserved]

11.4. **Service Fees**

[reserved]

12. **COLLECTION, STORAGE AND DISPOSAL OF PROBLEM/BANNED MATERIALS**

12.1. **Waste Tires**

12.1.1. **State Rules.** Minnesota Waste Tire Permit Rules 7001 and 9220 are hereby incorporated by reference, as amended.

12.1.2. **Land Disposal Prohibition.** The disposal of waste tires by burying in land is prohibited (Minnesota Statutes 115A.904).

12.1.3. **MMSW Prohibition.** The disposal of waste tires in MMSW is prohibited.

12.1.4. **Residential Storage Limits.** No more than ten (10) waste tires may be stored within the boundaries of any residential lot.

12.1.5. **Non-Residential Storage Limits.** No more than one hundred (100) waste tires may be stored on any non-residential lot except at a properly licensed solid waste facility.

12.1.6. **Exceptions.** Exceptions to Section 12.1.4. and 12.1.5. may be allowed when waste tires are utilized outside of a building for decorative, recreational, structural, construction or agricultural purposes provided they comply with the requirements of other applicable laws or Sections of this Ordinance.

12.1.7. **Water Retention Prevention.** Waste tires within one thousand (1000) feet of a residence shall be stored or utilized in a manner that prevents water from being retained in the tires.

12.1.8. **Waste Tire Placement.** Waste tires shall not be placed, stored, left or permitted to remain in a lake, stream, wetland, sinkhole, gully, waterway, flood plain or shoreland.

12.1.9. **Violation.** The owner of the land or premises upon which waste tires are located in violation of this Ordinance, shall be obligated to remove them to a licensed solid waste facility or obtain the license required by this Ordinance within one year of the effective date of this Ordinance, or such later date as approved by the County Board.

12.2. **White Goods**

12.2.1. **White Goods Prohibition.** Pursuant to Minnesota Statutes 115A.9561, no person shall place white goods in MMSW or dispose of them in or on the land or in a solid waste processing or disposal facility.

12.2.2. **Recycling Required.** White goods must be reused or recycled including; the removal of capacitors and ballasts that may contain PCBs, the removal of chlorofluorocarbon (CFC) refrigerant gases, and, the recycling or reuse of the metals, including mercury, in accordance with Minnesota Statutes 115A.9561, Subdivision 2 and 116.731.

12.2.3. **Storage Requirements.** Loading, unloading, transporting and storing of white goods must be done in such a manner as to minimize damage to the components of the unit during handling.

12.3 **Used Oil**

12.3.1. **Used Oil Prohibition.** A person may not place motor vehicle fluids or filters in MMSW or place such fluids in or on the land, unless approved by the MPCA (Minnesota Statutes 115A.916).

12.4. **Yard Waste**

12.4.1. **Yard Waste Prohibition**

Yard waste including, but not limited to, garden waste, lawn cuttings, weeds or prunings, shall not be disposed of in MMSW in a land disposal facility or in a resource recovery facility, except for the purpose of composting or co-composting as per MPCA Rules 7035.2835, Subdivision 3, as amended (Minnesota Statutes 115A.931).

12.5. **Batteries**

12.5.1. **Lead Acid Batteries**

A person may not dispose of a lead acid battery in MMSW or dispose of a lead acid battery (Minnesota Statutes 115A.915) in or on the land (Minnesota Statutes 17.135).

12.5.2. **Transportation of Lead Acid Batteries**

A person who transports used lead acid batteries from a retailer must deliver the batteries to a recycling facility (Minnesota Statutes 115A.9152, Subdivision a).

12.5.3. **Prohibition of Certain Dry Cell Batteries**

A person may not place in MMSW a dry cell containing mercuric oxide electrode, silver oxide electrode, nickel-cadmium or sealed lead acid that was purchased for use or used by a governmental agency or an industrial, communications or medical facility (Minnesota Statutes 115A.9155, Subdivision 1).

12.5.4. **Prohibition of Nickel-Cadmium Batteries**

A person may not place in MMSW a rechargeable battery, rechargeable battery pack, product with a nonremovable rechargeable battery pack or product powered by rechargeable batteries or rechargeable battery pack, from which all batteries or battery packs have not been removed (Minnesota Statutes 115.9157, Subdivision 2).

12.6. Household Hazardous Waste

A person may not place any household hazardous waste (HHW) in MMSW or dispose of in or on the land (Minnesota Statutes 17.135). All HHW shall be deposited at the County's HHW facility.

13. ILLEGAL DUMPING/LITTERING

13.1. Violation

It shall be a violation of this Ordinance for any person to dispose of solid waste within McLeod County at any place, except in the manner permitted by this Ordinance.

13.1.1. Whenever it is found that a violation of this Ordinance has occurred, the Solid Waste Officer shall issue a "Notice to Abate" to the person found to be in violation or non-compliance and specify such action as necessary with time specific to come into compliance with the provisions of this Ordinance. Said notice shall be in writing and shall be served by mail on said violator, or if a mailing address is unknown, then by posting said notice on the premises.

13.2. Unauthorized Dumping

It shall be a violation of this Ordinance for any person to operate an open dump; the owner of any dump, in existence at the time this Ordinance is enacted, shall cease operations and close the dump in accordance with the following provisions. The owner shall:

- (a) Close access to the site, prohibit the public from using the site, post signs indicating that dumping is not allowed;
- (b) Remove all chemical containers, tires, batteries, appliances, motor vehicle fluids and hazardous waste;
- (c) Eradicate rodents;
- (d) Conduct, at the discretion of the County Board, a water monitoring program pursuant to: "Procedures for Ground Water Monitoring: Minnesota Pollution Control Agency Guidelines" and obtain approval of the plans to protect ground and surface water by the Environmental Office prior to implementation;
- (e) Divert surface water drainage around and away from the disposal area;

- (f) Compact the solid waste and cover it with at least two (2) feet of compacted cover material;
- (g) Seed the cover material so that adequate turf is present;
- (h) Establish and maintain a final grade sufficient to promote water runoff without excessive erosion; and
- (i) Place on record, at the office of the McLeod County Recorder, an instrument, in a form prescribed by the Solid Waste Officer , placing the public on notice of the existence and location of the dump and of the obligations placed upon parties holding an interest in the property and the restrictions which may affect the use of the property.

OR;

- (j) Remove all refuse on the site which may cause pollution or endanger human health and the environment and transport it to an appropriate state or county licensed solid waste facility; and
- (k) Close the open dump in accordance with the provisions of this Ordinance and Minnesota Rules.

13.3. **Litter**

Pursuant to Minnesota Statutes 115A.99, any person who unlawfully places any portion of solid waste in or on public or private lands, shorelands, roadways or waters is subject to a civil penalty of not less than twice nor more than five times the amount of cost incurred by a state or political subdivision to remove, process and dispose of the waste.

13.4. **Open Burning Prohibitions**

13.4.1. Open burning prohibitions specified in this Section are in effect at all times of the year, except where local town boards have issued burning permits pursuant to Minnesota Statutes.

13.4.2. No person shall conduct, cause or permit open burning of oils, rubber, plastics, chemically treated materials or other materials which produce excessive or noxious smoke including, but not limited to, tires, railroad ties, chemically treated lumber, composite shingles, tar paper, insulation, composition board, sheetrock, wiring, paint or paint filters.

13.4.3. No person shall conduct, cause or permit open burning of hazardous waste as defined in Minnesota Section 116.06, Subdivision 11 and applicable Department of Natural Resources' rules.

13.4.4. No person shall conduct, cause or permit open burning of solid waste generated from an industrial or manufacturing process or from a service or commercial structure.

13.4.5. No person shall conduct, cause or permit open burning of burnable building material generated from demolition of commercial or institutional structures. A farm building is not a commercial structure.

13.4.6. No person shall conduct, cause or permit salvage operations by open burning.

13.4.7. No person shall conduct, cause or permit the processing of motor vehicles by open burning.

13.4.8. **Garbage**

13.4.8.1. No person shall conduct, cause, or permit open burning of discarded material resulting from the handling, processing, storage, preparation, serving or consumption of food, unless specifically allowed under Minnesota Statutes 17.135.

13.4.8.2. The County may allow a resident to conduct open burning of material described in Section 13.4.8.1 that is generated from the resident's household if the County Board by resolution determines that regularly scheduled pickup of the material is not reasonably available to the resident.

13.4.9. No person shall conduct, cause or permit open burning during a burning ban put into effect by a local authority, the County or a state department or agency.

13.4.10. Fires must not be allowed to smolder with no flame present, except when conducted for the purpose of managing forest, prairies or wildlife habitats.

13.5. **Legal Action**

Any cost that McLeod County may incur as described in this Section may result in action to recover the civil penalty; related legal, administrative and court costs; and damages for injury to, or pollution of, the lands, shoreland, roadways or waters where the waste was placed, if owned or managed by McLeod County.

14. ANTI-SCAVENGING PROVISION

Ownership of designated recyclable materials set out for curbside collection or placed at drop-off sites shall be vested in the hauler of recyclable materials recognized by the McLeod

County Board of Commissioners. It shall be unlawful for any person other than the hauler or its contractors, agents, servants or employees to remove the materials.

15. ANTI-RECYCLABLE DISPOSAL

All recyclable materials collected as part of a recycling collection program shall not be deposited in a manner which precludes its reuse, as defined in the recycling definition in Minnesota Statutes 115A.03, Subdivisions 25a and 25b.

16. ENFORCEMENT

16.1. General Authority

It shall be the duty of the County Board, through the Solid Waste Officer or such other person as the Board may designate, to enforce the provisions of this Ordinance.

16.2. Specific Authority

16.2.1. In addition to the other duties and authority contained elsewhere in this Ordinance, there shall be granted to the Solid Waste Officer the specific authority to do the following:

- (a) Upon reasonable basis to believe that a violation has occurred, the Solid Waste Officer may enter upon and inspect private or public premises to determine compliance with the provisions of this Ordinance. Unless consent is given by the occupant or owner of the premises, or unless otherwise authorized by law, the Solid Waste Officer shall be restricted from entering into any buildings unless sufficient probable cause exists of a health risk, or upon order of a Court.
- (b) The Solid Waste Officer may issue orders for abatement of non-complying practices.

16.2.2. It shall be a violation of this Ordinance to refuse to permit the Solid Waste Officer to inspect any premises when authorized by the specific authority granted to the Solid Waste Officer under the provisions of this Ordinance.

16.3. Enforcement Procedure

If after service of notice, the person fails to terminate the illegal practices and to come into compliance with the terms of this Ordinance, the Solid Waste Officer may take such steps as are necessary to eliminate the non-compliance and to bring the activity or practice into compliance for the term of this Ordinance.

16.3.1. Administrative Penalty Order

In addition to other remedies identified in this ordinance, effective August 1, 1996, the McLeod County Board may issue Administrative Penalty Orders for violations of solid waste provisions adopted under Minnesota Statutes 400.16, 400.161, 473.811 and Chapter 115A.

The McLeod County Administrative Penalty Order guidelines and procedures are included as Appendix A of this Ordinance and contained herein.

16.4 Failure to Terminate Illegal Practices

If after service of notice to terminate illegal practices and other attempts by the Solid Waste Officer to bring the activity or practice into compliance for the term of the Ordinance are exhausted, the costs incurred by the County to eliminate the non-compliance and to bring the activity or practice into compliance, may be recovered by assessing the costs of the enforcement action against the real property upon which the illegal practice or activity has occurred. The Solid Waste Officer shall certify the amount to the County Auditor on or before October 15 of each year for collection in the same manner as taxes and special assessments.

17. PENALTIES

17.1. Violation of Ordinance Provisions

Any person who shall violate any provision of this Ordinance or who shall fail to comply with any order made under the provisions of this Ordinance shall be guilty of a misdemeanor. A separate offense shall be deemed committed upon the separate date during or on which a violation occurs.

18. VARIANCES

Upon written application by the applicant or operator, the County Board of Adjustment may grant variances from the provisions of this Ordinance in order to promote the effective and reasonable application and enforcement of the provisions of this Ordinance.

A variance may be granted by the County Board of Adjustment after a public hearing where the Solid Waste Advisory Committee determines that enforcement of this Ordinance would cause the applicant undue hardship, or that the Ordinance cannot be complied with due to technological impossibility or economic unreasonableness. Such a variance shall not be granted for a period in excess of two years, but may be renewed upon application of the applicant and after public hearing. A variance may be revoked by the County Board of Adjustment at the public hearing prior to expiration of the variance. An application for a variance shall be accompanied by a plan and time schedule for achieving compliance with the Ordinance. Prior to any public hearing held by the County Board of Adjustment under this provision, persons who may be adversely affected by the granting of the proposed variance shall be given at least thirty (30) days notice prior to said public hearing.

19. SEVERABILITY

It is hereby declared to be the intention of the County Board that the provisions of this Ordinance be severable in accordance with the following:

- 19.1. If any Court of competent jurisdiction shall adjudge any provision of this Ordinance to be invalid, such judgment shall not affect any other provision of this Ordinance not specifically included in said judgment.
- 19.2. If any Court of competent jurisdiction shall adjudge invalid the application of any provision of this Ordinance, to a particular structure, site, facility or operation, such judgment shall not affect the application of said provision to any other structure, site, facility or operation not specifically included in said judgment.

20. EFFECTIVE DATE AND ADOPTION OF ORDINANCE

This Ordinance shall become effective and be in force from and after its passage, approval, publication and recording in the Office of the County Recorder.

Passed and approved by the Board of County Commissioners, McLeod County, Minnesota, this 31 day of December, 2004.

Mel Dose, Chairman
McLeod County Board of Commissioners

Attest:

Approved as to Execution/Date:

Nan Crary, County Administrator
McLeod County

Michael Junge, County Attorney
McLeod County

I, _____, do hereby certify that this is a true and correct copy of the McLeod County Solid Waste Management Ordinance as passed by the Board of County Commissioners on the 31 day of December, 2004.

Nan Crary, County Administrator
McLeod County

Date of publication of Summary of Ordinance: December 5, 2004.

Filed in the Office of the County Recorder, McLeod County, Minnesota, this day of _____, 2005.

APPENDIX A

**McLEOD COUNTY
ADMINISTRATIVE PENALTY ORDER**

MCLEOD COUNTY ADMINISTRATIVE PENALTY ORDER

The County Board of McLeod County, Minnesota ordains:

ARTICLE 1

PURPOSE AND AUTHORITY

This Ordinance is enacted pursuant to the authority contained in Minnesota Statutes 116.072 for the purpose of allowing the McLeod County Board to issue Administrative Penalty Orders for violations of McLeod County Ordinances adopted under Minnesota Statutes Chapter 115A or Minnesota Statutes 400.16, 400.161, or 473.811 that regulate Solid Waste and any standards, limitations, or conditions established in a County license issued pursuant to these Ordinances. The authority to issue Administrative Penalty Orders under this Ordinance shall begin on August 1, 1996.

ARTICLE II

DEFINITIONS

2.1. Definitions Incorporated by Reference

The terms used in this Ordinance shall have the same meanings as contained in the McLeod County Ordinance regulating Solid Waste that may be enforced under this County Administrative Penalty Orders Ordinance, unless a different definition is provided in this Ordinance.

2.2. Defined Terms

- (a) "**Administrative Penalty Order**" or "**Order**" means an order issued pursuant to this Administrative Penalty Order Ordinance that assesses a penalty and may require that the violations cited in the Order be corrected.
- (b) "**County Board**" is the McLeod County Board of Commissioners.
- (c) "**Letters or Warnings**" means a written document issued by the Solid Waste Officer following an inspection that indicates a violation has occurred, the actions necessary to correct the violation and the date within which the violation must be corrected.
- (d) "**Notice of Violation**" means a written document issued by the Solid Waste Officer that contains specific findings and conclusions, cites all violations and necessary corrective actions, requires that violations be corrected within a

specified period of time, and meets the requirements of Section 5.3, if pertaining to a Solid Waste violation.

- (e) **"Person"** shall have the meaning given it in Minnesota Statutes 116.06, Subdivision 17.
- (f) **"Solid Waste"** shall have the meaning given it in Minnesota Statutes 116.06, Subdivision 22.

ARTICLE III

ISSUANCE OF ADMINISTRATIVE PENALTY ORDERS FOR VIOLATIONS

RELATING TO SOLID WASTE

3.1. County Penalty Authority for Solid Waste Violations

The following procedures shall apply to issuance of Administrative Penalty Orders for violations of Ordinances relating to Solid Waste and any standards, limitations, or conditions established in a County license issued pursuant to McLeod County Solid Waste Ordinances. The County Board may issue an Order and assess a penalty for all violations relating to Solid Waste that are identified during an inspection or other compliance review in accordance with the provisions of Article III.

3.2. Letters or Warnings

If a violation is identified by the Solid Waste Officer during an inspection or other compliance review, the Solid Waste Officer shall issue a Letter or Warning in writing informing the Person of such violation before the County may issue a Notice of Violation or Administrative Penalty Order.

3.3. Notice of Violation

Following the issuance of a Letter or Warning, the Solid Waste Officer may issue a Notice of Violation for violations identified during the inspection or other compliance review. No penalty shall be assessed in the Notice of Violation. The Notice of Violation shall require that violations cited in the Notice of Violation be corrected within 30 calendar days from the date the Notice of Violation is received. The Notice of Violation shall further require the Person to whom the Notice of Violation is issued to provide information to the Solid Waste Officer before the 31st day after the Notice of Violation was received demonstrating that the violation has been corrected or that appropriate steps toward correcting the violation have been taken. The Solid Waste Officer shall determine whether the violation has been

corrected and notify the Person subject to the Notice of Violation of the Solid Waste Officer's determination.

3.4. **Order**

3.4.1 The County Board may issue an Order assessing a penalty and requiring the violations cited in the Order to be corrected within 30 calendar days from the date the Order is received.

3.4.2 The Person to whom the Order was issued shall provide information to the County Board before the 31st day after the Order was received demonstrating that the violation has been corrected or that appropriate steps toward correcting the violation have been taken. The County Board shall determine whether the violation has been corrected and notify the Person subject to the Order of the County Board's determination.

3.4.3 The County Board may issue and assess a penalty that may not exceed \$2,000 if the County Board finds that:

- (1) the violations cited in the Notice of Violation are not corrected;
- (2) appropriate steps have not been taken to correct the violations cited in the Notice of Violation; or
- (3) the gravity of the violations and their potential for damage to, or actual damage to, public health or the environment are such that action under this paragraph is warranted.

3.4.4 The County may issue an Order as described in Section 3.4.1 and 3.4.2, and assess a penalty that may not exceed \$5,000 if the County Board finds that:

- (1) the violations cited in the Order issued under Section 3.4.3 are not corrected;
- (2) appropriate steps have not been taken to correct the violations cited in the Order issued under Section 3.4.3; or
- (3) the gravity of the violations and their potential for damage to, or actual damage to, public health or the environment are such that action under this paragraph is warranted.

3.5. **Amount of Penalty**

(a) In determining the amount of a penalty the County Board may consider;

- (1) the willfulness of the violation;
- (2) the gravity of the violation, including damage to humans, animals, air, water, land, or other natural resources of the state;
- (3) the history of past violations;

- (4) the number of violations;
 - (5) the economic benefit gained by the person by allowing or committing the violation; and
 - (6) other factors as justice may require, if the County Board specifically identifies the additional factors in the County Board's Order.
- (b) For a violation after an initial violation, the County Board shall, in determining the amount of a penalty, consider the following factors in addition to those contained in Section 3.5(a):
- (1) similarity of the most recent previous violation and the violation to be penalized;
 - (2) time elapsed since the last violation;
 - (3) number of previous violations; and
 - (4) response of the person to the most recent previous violation identified.

3.6. **Forgivable Penalty**

Except as provided in Section 3.7, if the County Board determines that the violation has been corrected or appropriate steps have been taken to correct the action, the penalty must be forgiven. Unless the Person requests review of the Order under Section 4.1 or 4.2 before the penalty is due, the penalty in the Order is due and payable:

- (1) on the 31st day after the Order was received, if the Person subject to the Order fails to provide information to the County Board showing that the violation has been corrected or that appropriate steps have been taken correcting the violation; or
- (2) on the 20th day after the person receives the County Board's determination under Section 3.4.2 if the Person subject to the Order has provided information to the County Board that the County Board determines is not sufficient to show the violation has been corrected or that appropriate steps have been taken toward correcting the violation.

3.7. **Non-forgivable Penalty**

For a repeated or serious violation, the County Board may issue an Order with a penalty that will not be forgiven after the corrective action is taken. The penalty is due by 31 days after the Order was received unless review of the Order under Article IV of this Ordinance has been sought.

ARTICLE IV

REVIEW OF ADMINISTRATIVE PENALTY ORDERS

4.1. Expedited Administrative Hearing

- (a) Within 30 days after receiving an Order or within 20 days after receiving notice that the County Board has determined that a violation has not been corrected or appropriate steps have not been taken, the Person subject to an Order under this Ordinance may request an expedited hearing, utilizing the procedures of Minnesota Rules, parts 1400.8510 to 1400.8612, to review the County Board's action. The hearing request must specifically state the reasons for seeking review of the Order. The Person to whom the Order is directed and the County Board are the parties to the expedited hearing. The County Board must notify the person to whom the Order is directed of the time and place of the hearing at least 20 days before the hearing. The expedited hearing must be held within 30 days after a request for hearing has been filed with the County Board unless the parties agree to a later date.
- (b) All written arguments must be submitted within ten (10) days following the close of the hearing. The hearing shall be conducted under Minnesota Rules, parts 1400.8510 to 1400.8612.
- (c) The administrative law judge shall issue a report making recommendations about the County Board's action to the County Board within 30 days following the close of the record. The administrative law judge may not recommend a change in the amount of the proposed penalty unless the administrative law judge determines that, based on the factors in Section 3.5, the amount of the penalty is unreasonable.
- (d) If the administrative law judge makes a finding that the hearing was requested solely for purposes of delay or that the hearing request was frivolous, the County Board may add to the amount of the penalty the costs charged to the County by the offices of administrative hearings for the hearing.
- (e) If a hearing has been held, the County Board may not issue a final Order until at least five days after receipt of the report of the administrative law judge. The Person to whom an Order is issued may, within those five days, comment to the County Board on the recommendations and the County Board will consider the comments. The final Order may be appealed in the manner provided in Minnesota Statutes 14.63 to 14.69.
- (f) If a hearing has been held and a final Order issued by the County Board, the penalty shall be paid by 30 days after the date the final Order is received unless review of the final Order is requested under Minnesota Statutes 14.63

to 14.69. If review is not requested or the Order is reviewed and upheld, the amount due is the penalty, together with interest accruing from 31 days after the original Order was received at the rate established in Minnesota Statute 549.09.

4.2. **District Court Hearing**

- (a) Within 30 days after the receipt of an Order from the County Board or within 20 days of receipt of notice that the County Board has determined that a violation has not been corrected or appropriate steps have not been taken, the Person subject to an Order under this Ordinance may file a petition in District Court for review of the Order in lieu of requesting an administrative hearing under Section 4.1. The petition shall be filed with the Court administrator with proof of service on the County Board. The petition shall be captioned in the name of the Person making the petition as petitioner and the County Board as respondent. The petition shall state with specifically the grounds upon which the petitioner seeks rescission of the Order, including the facts upon which each claim is based.
- (b) At trial, the County Board must establish by a preponderance of the evidence that a violation subject to this Ordinance occurred, the petitioner is responsible for the violation, a penalty immediately assessed as provided for under Sections 3.7 and 5.1(d) is justified by the violation, and the factors listed in Section 3.5 were considered when the penalty amount was determined and the penalty amount is justified by those factors.

4.3. **Mediation**

In addition to review under Section 4.1 or 4.2, the County Board is authorized to enter into mediation concerning an Order issued under this Ordinance if the County Board and the Person to whom the Order is issued both agree to mediation.

ARTICLE V

ENFORCEMENT, REMEDIES AND GENERAL PROVISIONS

5.1. **Enforcement**

- (a) The County Attorney, on behalf of the County, may proceed to enforce penalties that are due and payable under this Ordinance in any manner provided by law for the collection of debts.
- (b) The County may petition the District Court to file the administrative Order as an Order of the Court. At any Court hearing, the only issues parties may contest are procedural and notice issues. Once entered, the administrative Order may be enforced in the same manner as a final judgment of the District Court.

- (c) If a Person fails to pay the penalty, the County may bring a civil action in District Court seeking payment of the penalties, injunctive, or other appropriate relief including monetary damages, attorney fees, costs, and interest.
- (d) Interest at the rate established in Minnesota Statutes 549.09 begins to accrue on penalties under this Ordinance on the 31st day after the Order with the penalty was received.
- (e) The County Board may delegate to the Solid Waste Officer ministerial acts under this Ordinance.

5.2. Revocation and Suspension of Permit

The failure of a Person to pay a penalty owed under this Ordinance shall constitute sufficient grounds for the County Board to revoke or refuse to reissue or renew a permit or license issued by the County.

5.3. Cumulative Remedy

The authority of the County Board to issue an Order assessing penalties is in addition to other remedies available under statutory or common law, except that the County Board may not seek civil penalties under any other provision of law for the violations covered by the Administrative Penalty Order. The payment of a penalty does not preclude the use of other enforcement provisions, under which penalties are not assessed, in connection with the violation for which the penalty was assessed.

5.4. Use of Penalties Collected

Monetary penalties collected by the County must be used to manage Solid Waste.

2013 MCIT Report to

McLeod County

MINNESOTA COUNTIES INTERGOVERNMENTAL TRUST

(MCIT) IS A JOINT POWERS ENTITY MADE UP OF COUNTIES AND ASSOCIATED PUBLIC ENTITIES THAT POOL RESOURCES TO PROVIDE PROPERTY, CASUALTY AND WORKERS' COMPENSATION COVERAGE TO MEMBERS. MCIT ALSO PROVIDES RISK MANAGEMENT AND LOSS CONTROL SERVICES, SUCH AS PUBLICATIONS, TRAINING AND CONSULTATION.

Disciplined underwriting, aggressive claims handling, consistent and prudent reserving strategies, and conservative investment practices keep MCIT financially strong and fully funded. This ensures that MCIT has the ability to pay claims and operational expenses, purchase reinsurance, consider service enhancements to address member needs, and return fund balance when appropriate.

MCIT's success is attributable to members' commitment to risk management and loss control. Due to the responsible and responsive leadership of the MCIT Board of Directors, MCIT remains a dynamic organization that continues to evolve to meet the needs of its members.



Minnesota Counties
Intergovernmental Trust

POOLING BENEFITS MCIT MEMBERS

MCIT is a risk-sharing pool. The pooling concept has been embraced by municipalities for a variety of reasons.

Specialization:

- a homogenous group
- coverage tailored to the needs of the group, which is typically broader than the insurance market to address unique risks

Greater control:

- administration
- claims
- governance (a voice at the table)

Long-term savings:

- reduced regulatory constraints
- no profit motive
- tax exempt
- no commissions
- a share in the investment income

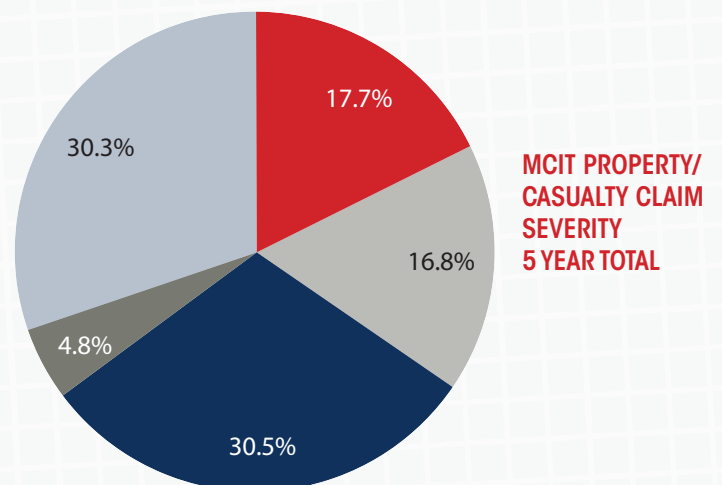
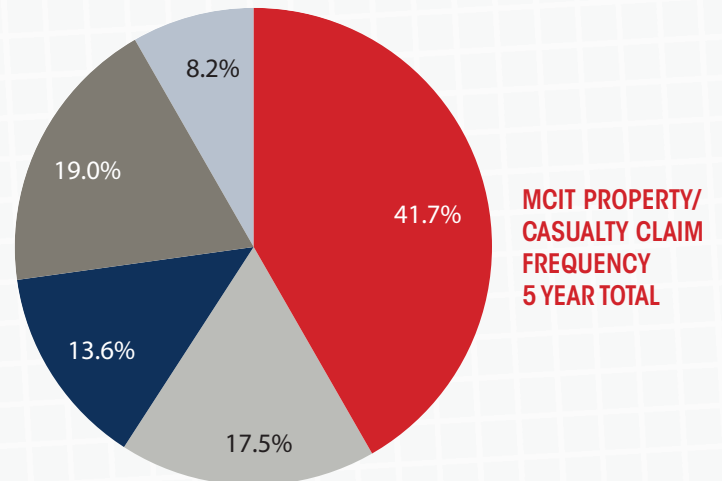
MONITORING AND MANAGING RISKS

The success of public entity pooling is due largely to risk management programs rather than risk financing programs, which is typical with insurance. MCIT monitors legislation, court rulings, operational changes, the economic landscape and claims to identify opportunities to help members manage emerging exposures.

MCIT routinely reviews the coverage document to ensure that it considers changes that may expose members to risk. The MCIT staff develops programs and services designed to help members mitigate exposures to loss.

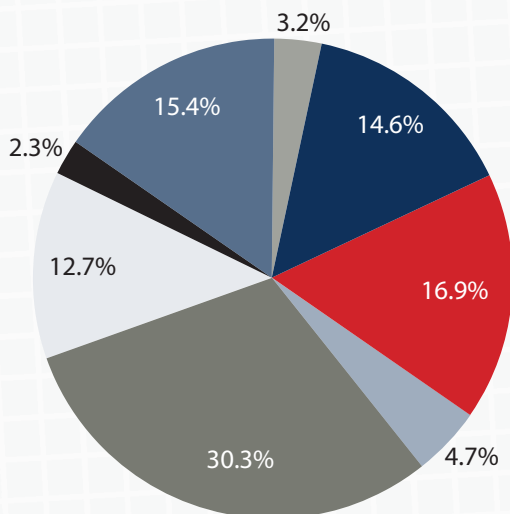
PROPERTY AND CASUALTY CLAIMS

- **Auto Physical Damage:** The most frequently reported claims include high frequency but low severity claims such as broken windshields and hail damage. More expensive losses are often due to hitting animals or other vehicles.
- **Auto Liability:** Generally less expensive claims include backing into another's vehicle. More costly claims will involve a third party when the driver or passenger in another vehicle is injured or killed.
- **Property/Inland Marine:** Typically large weather-related claims, such as damage from tornadoes, wind, lightning, fire and hail.
- **General Liability:** Many of these are slip, trip and fall accidents, and the cost is typically small for each. However, many small claims can add up to a large total dollar amount.
- **Public Employee Liability, Law Enforcement Liability and Land Use Defense:** This category includes claims related to employment (e.g., wrongful termination, discrimination, harassment), excessive force, inmate deaths and suicides, and land use. They are typically the most expensive claims because they fall under federal laws and are not subject to state tort caps and often allow recovery of plaintiff's attorney fees.

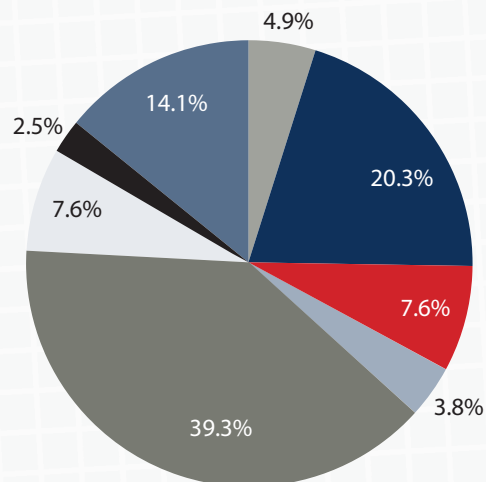


WORKERS' COMPENSATION CLAIMS

- The most frequent type of incident causing injury is slip and fall on the same level.
- The body part most frequently reported as being injured is the low back.
- Law enforcement has the highest frequency of reported claims of county departments. It also was the loss leader relative to the severity or cost of claims. Highway departments followed in second position.
- The aging workforce is having an impact on the cost of claims.



MCIT WORKERS' COMPENSATION CLAIM FREQUENCY 5 YEAR TOTAL



MCIT WORKERS' COMPENSATION CLAIM SEVERITY 5 YEAR TOTAL

EFFECTS OF WORKERS' COMPENSATION CLAIMS

The frequency and severity of work-related injuries and illnesses is used to develop each member's experience modification (MOD) factor. This unique factor then becomes part of the formula to determine a member's annual workers' compensation contribution. Another factor affecting the formula is the amount of payroll in each of the member's employee class codes. A MOD factor of 1.0 does not change contribution and reflects expected claim development. A factor greater than 1.0 can increase the contribution, whereas a factor less than 1.0 can decrease contribution.

MCLEOD COUNTY WORKERS' COMPENSATION ANALYSIS

YEAR	BASE	EXP. MOD.	YOUR COST	COST DIFFERENCE
2013	\$177,850	1.071	\$190,477	\$12,627
2012	\$185,227	1.04	\$192,636	\$7,409
2011	\$204,896	0.969	\$198,544	(\$6,352)
2010	\$224,019	0.794	\$177,871	(\$46,148)
2009	\$202,188	0.931	\$188,237	(\$13,951)

MCIT REMAINS FULLY FUNDED

The birth of Minnesota Counties Intergovernmental Trust in 1979 changed the landscape of how counties and associated entities protect themselves in the event of a loss. Reliance on agents and being held hostage to the financial expectations of shareholders of an insurance company were replaced with having a voice at the table where decisions are made.

In exchange for the privilege of designing a program specific to their needs, members of MCIT assumed responsibility for their actions. Growing from a program designed to pay claims, MCIT has evolved into a

full-service risk sharing entity that places as much emphasis on loss prevention and mitigation as it does on aggressive claims administration.

During the past quarter century, MCIT has become a trusted partner for counties and other associated public entities. Members understand and recognize that MCIT is not a commodity to be purchased based on price. MCIT has become an institution carving out a place with members who appreciate that the organization is an extension of their claims handling and risk management activities.

How Members Reduce Costs

A dedication to risk management at all levels is key to reducing losses. Commissioners are encouraged to:

- support initiatives to improve safety, including the safety committee.
- participate in risk management training.
- recommend training and education for all employees.
- learn how coverage may apply before making final decisions.
- require a risk management review of contracts before signing or approving them.
- promote accountability for safety at all levels.

Contact MCIT at 1.866.547.6516 with any questions or concerns.

Rates Decrease for 2013

When calculating rates, MCIT's actuary must ensure that contributions are adequate to pay losses (claims) according to expected frequency and severity.

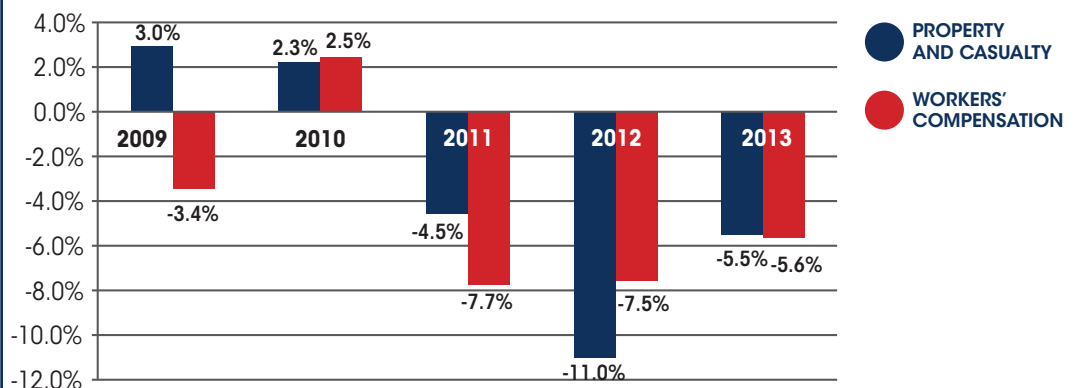
2013 aggregate rate changes:

- 5.5 percent decrease for property and casualty coverage
- 5.6 percent decrease for workers' compensation coverage

The rate reductions are largely attributed to continued favorable claim development in both severity and frequency.

In years when MCIT's aggregate rate(s) declines, an individual member's contribution may not have a corresponding decrease because of increases in the member's exposure base, such as growth in payroll, number of covered vehicles, the annual budget or workers' compensation experience modification factor.

MCIT ANNUAL AGGREGATE RATE CHANGES



Reinsurance Rates Increase for 2013

Reinsurance serves as a financial safety net against catastrophic losses that MCIT would otherwise be solely obligated to pay. MCIT retains a portion of the risk, essentially a deductible for catastrophic losses.

Each year, MCIT seeks bids for its property and casualty reinsurance. As part of the process, reinsurers review MCIT claims and exposures, and use that information to calculate the cost of coverage. 2013 property reinsurance is placed with Travelers, and casualty reinsurance is with Munich Re. Pursuant to state law, reinsurance for workers' compensation must be obtained through the Workers' Compensation Reinsurance Association.

This year, reinsurance rates for property increased 7.2 percent partly due to the market's response to losses from hurricanes Sandy and Irene and the past four years of increased storm activity in the Midwest. Casualty reinsurance rates increased 2 percent for 2013 because of increased inflationary pressures.

The cost of workers' compensation reinsurance has seen slight decreases during the past few years. MCIT continues to pay the Workers' Compensation Reinsurance Association special assessment from fund balance rather than including the cost in member rates.

The Importance of Fund Balance

Fund balance provides a safety net to address unexpected events or situations. Fund balance can:

- absorb unanticipated losses.
- fund unknown risks—e.g., changes in the legal climate or legislative changes.
- provide financial stability and sustainability.
- be used to enhance coverage.

Just as a member's workers' compensation contribution is partially determined by its experience, so too is MCIT's workers' compensation reinsurance rate. For the first time in 8 years, the experience modification factor for MCIT as a whole dropped below 1.0, indicating that claims and exposures were less than expected.

DIVIDENDS DISCUSSION

TOTAL DIVIDENDS: COMBINED MCIT MEMBERSHIP AND MCLEOD COUNTY

	2008	2009	2010	2011	2012
MCIT Total Dividend	\$12,500,000	\$13,000,000	\$20,000,000	\$30,700,000	\$29,900,000
McLeod County Total Dividend	\$150,544	\$157,489	\$241,522	\$336,389	\$348,827

Dividends are based on a retrospective review of a member's claims history and performance of MCIT's investments. Investment returns fuel dividends. MCIT only issues a dividend when it is actuarially sound and fiscally prudent. Dividends are not guaranteed. The MCIT Board of Directors has annually returned varying amounts of fund balance to its members for a total of more than \$258 million since 1991.



Regional Risk Management Workshops

Every September MCIT presents workshops at locations around the state. Topics are based on trends in claims and emerging risks. Sessions are appropriate for commissioners, elected and appointed department heads, supervisors, human resources professionals and risk managers/safety coordinators. Registration opens May 1 at MCIT.org.

2013 LOCATIONS AND DATES

- Rochester: Sept. 5
- Marshall: Sept. 11
- Mankato: Sept. 12
- Thief River Falls: Sept. 18
- Grand Rapids: Sept. 19
- Fergus Falls: Sept. 25
- St. Cloud: Sept. 26

2013 WORKSHOP TOPICS

- Understanding the MCIT workers' compensation program
- Trends in workplace injuries and the workers' compensation response
- A discussion of joint powers entities and risk management
- Managing the risks and concerns of shared employees
- How auto coverage works and strategies to mitigate risks
- Getting the most out of property coverage
- Red flags in contracts and what to do about them
- Managing private data
- Risks to consider when employees use personal electronic devices for work purposes
- Pitfalls to avoid when hiring and interviewing
- Case studies of large losses and ways they could have been prevented
- Orientation to alternative/ green energy systems and a discussion of their risks

PATROL (Police Accredited Training Online)

This Web-based training (offered in partnership with the League of Minnesota Cities Insurance Trust, Minnesota Sheriffs Association and Minnesota Chiefs of Police Association) is designed specifically for Minnesota law enforcement. It includes 12 POST-accredited classes each year, as well as mandated training for hazardous materials, blood borne pathogens, use of force, employee right to know and AWAIR, hearing conservation, and respiratory protection. A one-year subscription per person is \$85, which is just \$4.05 per course. Contact Laura Honeck from LMCIT at 651.281.1280 for details.

2013 PARTICIPATION BY COUNTY

Beltrami	Brown	Chisago	Lyon	Nobles	Scott	Steele
Benton	Carlton	Clearwater	Martin	Norman	Sherburne	Traverse
Big Stone	Carver	Goodhue	Mille Lacs	Redwood	Stearns	Wright

Defensive Driving Training

Auto physical damage claims continue to be the most frequently reported loss by members. Training drivers to be safe does more than protect a member's fleet from physical damage; it also helps prevent injuries to employees and citizens. Training is available online or on site. Contact MCIT at 1.866.547.6516 for details.

2012 PARTICIPATION BY COUNTY

Brown	Douglas	Koochiching	Nobles	Wabasha
Chisago	Fillmore	Martin	Pennington	Washington
Cook	Itasca	Meeker	Sherburne	Winona
Crow Wing	Jackson	Mille Lacs	Sibley	

Employee Assistance Program (EAP)

The program offers access to professional counselors for support and advice on personal issues that may affect an employee's work performance. The program is voluntary, confidential and delivered in a clinical setting or by phone to employees of MCIT members and their families. The service is provided as part of the cost of membership. Introduced as a risk management tool to reduce employment-related claims, history shows this is accomplished when member utilization is 4 percent. Access services by calling 1.800.550.MCIT (6248).

McLeod County's 2012 EAP utilization level: 1.16 percent

Additional Resources

- Risk management and loss control consultation
- Statewide training seminars
- Member-specific training sessions
- Webinars
- MCIT website: MCIT.org
- Video library: Borrow at no cost
- Minnesota Safety Council membership

SUCCESSFUL TODAY, SUSTAINABLE FOR TOMORROW

During 2012, members reaped the benefits of participation in MCIT. There were the obvious benchmarks of success, such as the announcement of another significant return of fund balance to members and the downward trend in property, casualty and workers' compensation rates. Less obvious, but equally important, were the proactive efforts of members to seek out and implement risk management and loss control advice to control exposures better and MCIT's ability to respond to these needs.

Working together, the board, staff, service providers and members demonstrated they aspire to a standard of performance that ensures the ongoing financial success of MCIT.



Minnesota Counties Intergovernmental Trust

McLeod County Zero Adult Provider Committee

March 13, 2013

McLeod County Board of Commissioners
McLeod County Courthouse
830 E. 11th Street
Glencoe MN 55336

Dear Commissioners:

On the agenda for the Commissioner's Meeting on March 19, 2013, is a request from the McLeod County Zero Adult Provider Committee for a McLeod County Social Host Ordinance.

Enclosed please find the following information in support of that proposal:

1. Proposed Ordinance
2. Minnesota Statute 340A.503
3. Minnesota Statute 260B.425
4. Social Host Ordinances, Frequently Asked Questions
5. Juvenile Justice Bulletin, United States Department of Justice, September 2012
6. Fact Sheet, Centers for Disease Control and Prevention, October 29, 2012
7. Letters in Support of Ordinance from two Hutchinson High School students
8. Letter from McLeod County Chiefs of Police Association, October 25, 2012

Sincerely,



Michele Barley
Chair of McLeod County ZAP Committee

Enclosures

Proposed Ordinance

Section 1: This ordinance prohibits, and establishes penalties for, any person hosting an event or gathering where alcohol is present and being possessed or consumed by persons under twenty-one (21) years of age.

Subd. 1. **Purpose and Findings.** McLeod County intends to discourage underage possession and consumption of alcohol, even if done within the confines of a private residence, and intends to hold persons criminally responsible who host events or gatherings where persons under 21 years of age possess or consume alcohol regardless of whether the person hosting the event or gathering supplied the alcohol. McLeod County finds that:

- (a) Events and gatherings held on private or public property where alcohol is possessed or consumed by persons under the age of twenty-one are harmful to those persons and constitute a potential threat to public health requiring prevention or abatement.
- (b) Prohibiting underage consumption acts to protect underage persons, as well as the general public, from injuries related to alcohol consumption, such as alcohol overdose or alcohol-related traffic collisions.
- (c) Alcohol is an addictive drug which, if used irresponsibly, could have drastic effects on those who use it as well as those who are affected by the actions of an irresponsible user.
- (d) Often, events or gatherings involving underage possession and consumption occur outside the presence of parents. However, there are times when the parent(s) is/are present and, condone the activity, and in some circumstances provide the alcohol.
- (e) Even though giving or furnishing alcohol to an underage person is a crime, it is difficult to prove, and an ordinance is necessary to help further combat underage consumption.
- (f) A deterrent effect will be created by holding a person criminally responsible for hosting an event or gathering where underage possession or consumption occurs.

Subd. 2. **Authority.** This ordinance is enacted pursuant to Minn. Stat. §145A.05 subdivision 1.

Subd. 3. **Definitions.** For purposes of this ordinance, the following terms have the following meanings:

- (a) Alcohol. "Alcohol" means ethyl alcohol, hydrated oxide of ethyl, or spirits of wine, whiskey, rum, brandy, gin, or any other distilled spirits including dilutions and mixtures thereof from whatever source or by whatever process produced.
- (b) Alcoholic beverage. "Alcoholic beverage" means alcohol, spirits, liquor, wine, beer, and every liquid or solid containing alcohol, spirits, wine, or beer, and which contains one-half of one percent or more of alcohol by volume and which is fit for beverage purposes either alone or when diluted, mixed, or combined with other substances.
- (c) Event or gathering. "Event or gathering" means any group of three or more persons who have assembled or gathered together for a social occasion or other activity.
- (d) Host. "Host" means to aid, conduct, allow, entertain, organize, supervise, control, or permit a gathering or event.

- (e) Parent. "Parent" means any person having legal custody of a juvenile:
 - (1) As natural, adoptive parent, or step-parent;
 - (2) As a legal guardian; or
 - (3) As a person to whom legal custody has been given by order of the court.
- (f) Person. "Person" means any individual, partnership, co-partnership, corporation, or any association of one or more individuals.
- (g) Residence or Premises. "Residence" or "premises" means any home, yard, farm, field, land, apartment, condominium, hotel or motel room, or other dwelling unit, or a hall or meeting room, park, or any other place of assembly, public or private, whether occupied on a temporary or permanent basis, whether occupied as a dwelling or specifically for a party or other social function, and whether owned, leased, rented, or used with or without permission or compensation.
- (h) Underage Person. "Underage person" is any individual under twenty-one (21) years of age.

Subd. 4. **Prohibited Acts.**

- (a) It is unlawful for any person(s) to;
 - (1) host or allow an event or gathering;
 - (2) at any residence, premises, or on any other private or public property;
 - (3) where alcohol or alcoholic beverages are present;
 - (4) when the person knows or reasonably should know that an underage person will or does
 - (i) consume any alcohol or alcoholic beverage; or
 - (ii) possess any alcohol or alcoholic beverage with the intent to consume it; and
 - (5) the person fails to take reasonable steps to prevent possession or consumption by the underage person(s).
- (b) A person is criminally responsible for violating Subdivision 4(a) above if the person intentionally aids, advises, hires, counsels, or conspires with or otherwise procures another to commit the prohibited act.
- (c) A person who hosts an event or gathering does not have to be present at the event or gathering to be criminally responsible.

Subd. 5. **Exceptions.**

- (a) This ordinance does not apply to conduct solely between an underage person and his or her parents while present in the parent's household.
- (b) This ordinance does not apply to legally protected religious observances.
- (c) This ordinance does not apply to retail intoxicating liquor or 3.2 percent malt liquor licensees, municipal liquor stores, or bottle club permit holders who are regulated by Minn. Stat. §340A.503 Subd.1(a)(1).
- (d) This ordinance does not apply to situations where underage persons are lawfully in possession of alcohol or alcoholic beverages during the course and scope of employment.

Subd. 6. **Enforcement.** This ordinance may be enforced by the McLeod County Sheriff's Department or any law enforcement officer assisting the McLeod County Sheriff's Department.

Subd 7. **Severability.** If any section, subsection, sentence, clause, phrase, word, or other portion of this ordinance is, for any reason, held to be unconstitutional or invalid, in whole, or in part, by any court of competent jurisdiction, such portion shall be deemed severable, and such unconstitutionality or invalidity shall not affect the validity of the remaining portions of this law, which remaining portions shall continue in full force and effect.

Subd. 8. **Penalty.** Violation of subdivision 4 is a misdemeanor which carries with it a maximum penalty of 90 days jail and/or \$1,000.00 fine.

Section 2. **Effective Date.** This ordinance shall take effect thirty (30) days following its final passage and adoption.

2012 Minnesota Statutes

340A.503 PERSONS UNDER 21; ILLEGAL ACTS.

Subdivision 1. **Consumption.** (a) It is unlawful for any:

(1) retail intoxicating liquor or 3.2 percent malt liquor licensee, municipal liquor store, or bottle club permit holder under section 340A.414, to permit any person under the age of 21 years to drink alcoholic beverages on the licensed premises or within the municipal liquor store; or

(2) person under the age of 21 years to consume any alcoholic beverages. If proven by a preponderance of the evidence, it is an affirmative defense to a violation of this clause that the defendant consumed the alcoholic beverage in the household of the defendant's parent or guardian and with the consent of the parent or guardian.

(b) An offense under paragraph (a), clause (2), may be prosecuted either in the jurisdiction where consumption occurs or the jurisdiction where evidence of consumption is observed.

(c) As used in this subdivision, "consume" includes the ingestion of an alcoholic beverage and the physical condition of having ingested an alcoholic beverage.

Subd. 2. **Purchasing.** It is unlawful for any person:

(1) to sell, barter, furnish, or give alcoholic beverages to a person under 21 years of age;

(2) under the age of 21 years to purchase or attempt to purchase any alcoholic beverage unless under the supervision of a responsible person over the age of 21 for training, education, or research purposes. Prior notification of the licensing authority is required unless the supervised alcohol purchase attempt is for professional research conducted by postsecondary educational institutions or state, county, or local health departments; or

(3) to induce a person under the age of 21 years to purchase or procure any alcoholic beverage, or to lend or knowingly permit the use of the person's driver's license, permit, Minnesota identification card, or other form of identification by a person under the age of 21 years for the purpose of purchasing or attempting to purchase an alcoholic beverage.

If proven by a preponderance of the evidence, it shall be an affirmative defense to a violation of clause (1) that the defendant is the parent or guardian of the person under 21 years of age and that the defendant gave or furnished the alcoholic beverage to that person solely for consumption in the defendant's household.

Subd. 3. **Possession.** It is unlawful for a person under the age of 21 years to possess any alcoholic beverage with the intent to consume it at a place other than the household of the person's parent or guardian. Possession at a place other than the household of the parent or guardian creates a rebuttable presumption of intent to consume it at a place other than the household of the parent or guardian. This presumption may be rebutted by a preponderance of the evidence.

Subd. 4. **Entering licensed premises.** (a) It is unlawful for a person under the age of 21 years to enter an establishment licensed for the sale of alcoholic beverages or any municipal liquor store for the purpose of purchasing or having served or delivered any alcoholic beverage.

(b) Notwithstanding section 340A.509, no ordinance enacted by a statutory or home rule charter city may prohibit a person 18, 19, or 20 years old from entering an establishment licensed under this chapter to:

(1) perform work for the establishment, including the serving of alcoholic beverages, unless otherwise prohibited by section 340A.412, subdivision 10;

(2) consume meals; and

(3) attend social functions that are held in a portion of the establishment where liquor is not sold.

Subd. 5. **Misrepresentation of age.** It is unlawful for a person under the age of 21 years to claim to be 21 years old or older for the purpose of purchasing alcoholic beverages.

Subd. 5a. **Attainment of age.** With respect to purchasing, possessing, consuming, selling, furnishing, and serving alcoholic beverages, a person is not 21 years of age until 8:00 a.m. on the day of that person's 21st birthday.

Subd. 6. **Proof of age; defense; seizure of false identification.** (a) Proof of age for purchasing or consuming alcoholic beverages may be established only by one of the following:

(1) a valid driver's license or identification card issued by Minnesota, another state, or a province of Canada, and including the photograph and date of birth of the licensed person;

(2) a valid military identification card issued by the United States Department of Defense;

(3) a valid passport issued by the United States; or

(4) in the case of a foreign national, by a valid passport.

(b) In a prosecution under subdivision 2, clause (1), it is a defense for the defendant to prove by a preponderance of the evidence that the defendant reasonably and in good faith relied upon representations of proof of age authorized in paragraph (a) in selling, bartering, furnishing, or giving the alcoholic beverage.

(c) A licensed retailer or municipal liquor store may seize a form of identification listed under paragraph (a) if the retailer or municipal liquor store has reasonable grounds to believe that the form of identification has been altered or falsified or is being used to violate any law. A retailer or municipal liquor store that seizes a form of identification as authorized under this paragraph must deliver it to a law enforcement agency, within 24 hours of seizing it.

Subd. 7. [Repealed, 1989 c 351 s 19]

History: 1985 c 305 art 7 s 3; 1986 c 330 s 6; 1986 c 444; 1987 c 152 art 1 s 1; 1989 c 301 s 13, 14; 1990 c 602 art 5 s 2-4; 1991 c 68 s 1; 1991 c 249 s 20; 1993 c 347 s 21; 1993 c 350 s 13; 1994 c 615 s 21; 1995 c 185 s 7; 1995 c 186 s 67; 1996 c 323 s 4; 1996 c 442 s 24; 1Sp1997 c 2 s 57; 1999 c 202 s 7; 2000 c 472 s 3; 2005 c 131 s 7

2012 Minnesota Statutes

260B.425 CRIMINAL JURISDICTION FOR CONTRIBUTING TO STATUS AS A JUVENILE PETTY OFFENDER OR DELINQUENCY.

Subdivision 1. **Crimes.** (a) Any person who by act, word, or omission encourages, causes, or contributes to delinquency of a child or to a child's status as a juvenile petty offender, is guilty of a gross misdemeanor.

(b) This section does not apply to licensed social services agencies and outreach workers who, while acting within the scope of their professional duties, provide services to runaway children.

Subd. 2. **Complaint; venue.** A complaint under this section may be filed by the county attorney having jurisdiction where the child is found, resides, or where the alleged act of contributing occurred. The complaint may be filed in either the juvenile or criminal divisions of the district court. A prior or pending petition alleging that the child is delinquent, a juvenile petty offender, or in need of protection or services is not a prerequisite to a complaint or a conviction under this section.

Subd. 3. **Affirmative defense.** If the child is alleged to be delinquent or a juvenile petty offender, it is an affirmative defense to a prosecution under subdivision 1 if the defendant proves, by a preponderance of the evidence, that the defendant took reasonable steps to control the child's conduct.

History: 1999 c 139 art 2 s 40

Social Host Ordinances

Frequently Asked Questions

This information is provided as a general resource for cities and counties considering adopting a Social Host Ordinance to combat underage alcohol consumption and should not be interpreted as legal advice.

- 1) If an event occurs at a residence and the property owners/parents are not present and had no knowledge of the event where alcohol was consumed by underage drinkers, would the owners/parents be criminally charged?**

Answer: An ordinance can be written to make the owners/parents who were unaware of illegal alcohol consumption on their property while they were away from the residence not meet the definition of a host. However, an ordinance can be written to consider them a host if they are not present and it is identified that they supported the event by providing the alcohol or knew that the event was going to occur. Additionally, a family member of the property owner/parent who is at the event could be considered a host, regardless of their age.

- 2) Can a parent be criminally charged if the parent allows their child to consume alcohol in the privacy of their own home?**

Answer: A parent cannot be charged under a Social Host Ordinance if, in their presence, they allow their underage child to consume alcohol in their residence. Allowing someone else's child to do so would be illegal. The parent is responsible for the safety and actions of their underage child.

- 3) Are there exceptions for graduation parties or other celebrations?**

Answer: No.

- 4) Doesn't Minnesota already have a Social Host Law?**

Answer: Minnesota Statute 340A.503 subdivision 2 makes it unlawful for any person to provide alcohol to a person under age 21.

Minnesota Statute 340A.801, subdivision 6, allows only civil actions against a social host over the age of 21 who knowingly provides alcohol to someone under age 21. The courts have ruled that allowing a party at a home where the owners/parents knew minors would consume alcohol, or by not taking the alcoholic beverages away from the minors, or by failing to stop the party, does not fall within the meaning of providing or furnishing alcohol to minors. These failed actions, or loopholes, are the basis of the need for Social Host Ordinances.

- 5) Does a city or county have authority under state law to adopt a Social Host Ordinance?**

Answer: Cities and counties are not granted general police powers, but have statutory authority to adopt and enforce this type of ordinance per Minnesota Statute 340A.509. This section preserves the power of local government to impose further restrictions and regulations regarding the sale and possession of alcoholic beverages within its limits. Additionally, Minnesota Statute 145A.05, subdivision 1 vests a city or county board with authority to adopt ordinances to regulate actual or potential threats to public health unless such ordinances are preempted by, in conflict with, or less restrictive than standards in state law or rule.

- 6) If a county adopts a Social Host Ordinance is it enforceable within incorporated areas (cities)?**

Answer: The authority to permit and regulate the sale & consumption of liquor within a city commonly rests with the city council, since they are the licensing authorities. It is enforceable within incorporated areas only if the cities adopt an ordinance. The County Attorney's Office should be the primary source to obtain an official opinion on this issue.



OJJDP

Working for Youth Justice and Safety

JUVENILE JUSTICE

B U L L E T I N

September 2012

Melodee Hanes, Acting Administrator

Underage Drinking

Underage drinking is a widespread offense that can have serious physical, neurological, and legal consequences. Problematically, it has become quite commonplace. The Office of Juvenile Justice and Delinquency Prevention (OJJDP) works to eliminate underage consumption of alcohol and provide guidance for communities developing prevention and treatment programs.

OJJDP created the underage drinking bulletin series to educate practitioners and policymakers about the problems youth face when they abuse alcohol and to provide evidence-based guidelines. The series presents findings from a study on preventing underage drinking in the Air Force as well as a literature review of the effects and consequences of underage drinking, best practices for community supervision of underage drinkers and legal issues surrounding underage drinking, and practice guidelines for working with underage drinkers.

The series highlights the dangers of underage drinking. Hopefully, the information it provides will support communities in their efforts to reduce alcohol use by minors through the use of evidence-based strategies and practices.

Effects and Consequences of Underage Drinking

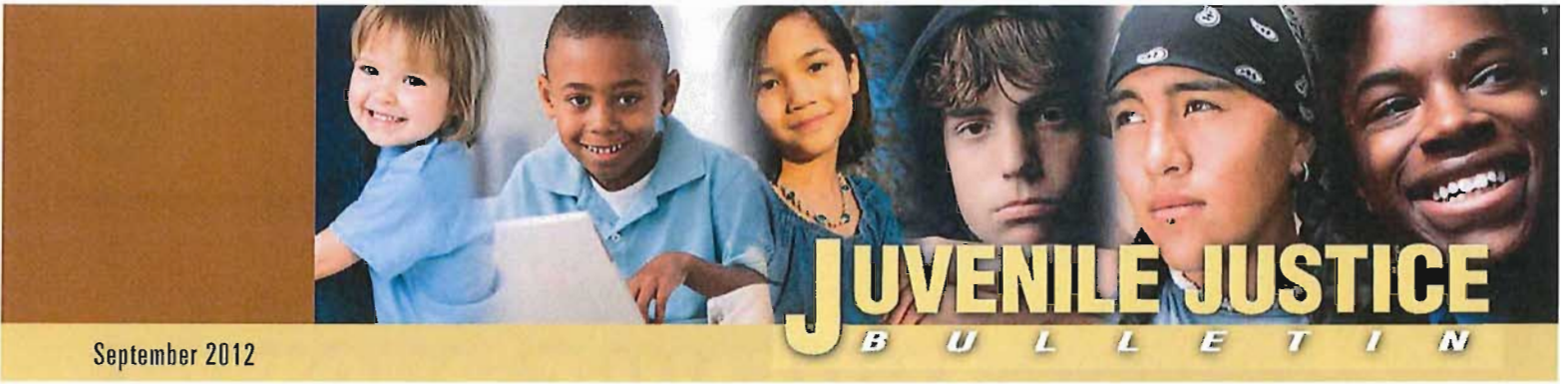
Highlights

This bulletin presents findings from a literature review that investigated how underage drinking can affect a youth's physical, emotional, and neurological health. In it, the authors discuss the legal, neurological, economic, and personal consequences youth can face when they make the decision to begin drinking.

The authors highlight the following points:

- The human brain continues to develop until a person is around age 25. Underage drinking may impair this neurological development, causing youth to make irresponsible decisions, encounter memory lapses, or process and send neural impulses more slowly.
- Underage drinking cost society \$68 billion in 2007, or \$1 for every drink consumed. This includes medical bills, income loss, and costs from pain and suffering.
- In 2009, 19 percent of drivers ages 16–20 who were involved in fatal crashes had a blood alcohol concentration over the legal adult limit (0.08).
- Alcohol use encourages risky sexual behavior. Youth who drink may be more likely to have sex, become pregnant, or contract sexually transmitted diseases.

OJJDP



September 2012

Effects and Consequences of Underage Drinking

By raising the drinking age to 21 across the United States, Congress has provided a highly effective strategy to increase youth health and safety. Tens of thousands of lives have been saved in traffic crashes alone. Nonetheless, youth and young adults under age 21 often drink alcoholic beverages. Alcohol consumption is often accepted as normal adolescent and young adult behavior. According to a 2011 report from the National Institute on Drug Abuse, by the time teenagers reached grade 12, almost 71 percent had used alcohol at least once in their lives and 41.2 percent had drunk alcohol during the past month (National Institute on Drug Abuse, 2011). Older adolescents and young adults drink at even higher levels, especially those who attend college (National Institute on Drug Abuse, 2011).

Despite the significant progress that has been made in reducing adolescent drinking and related problems, when a behavior is as pervasive as alcohol use among youth and young adults under age 21, the general public may be tempted to question the emphasis being placed on it. Alcohol use is often considered a rite of passage, and adults who furnish alcohol to minors often abet this use. This casual attitude ignores the serious consequences of alcohol abuse by minors. This bulletin discusses adolescents' neurological, social, and emotional development and examines why youth begin drinking alcohol. It then reviews literature that addresses the neurological, health, behavioral, safety, social, academic, and justice system consequences that result when youth and young adults engage in underage drinking.

Adolescent Brain Development

Scientists once thought that human brains reached their maximum growth in childhood; however, recent research indicates that brain development continues until about age 25 (Coalition for Juvenile Justice, 2006). Consumption of alcohol during the adolescent years can affect brain development and may result in long-term negative effects, including those described below.

- In a study comparing the brains of youth ages 14 to 21 who did and did not abuse alcohol, researchers found that the hippocampi of drinkers were about 10 percent smaller than in those who did not drink. Not only is this finding significant, since the hippocampus is a part of the brain that handles memory and learning, but such effects may be irreversible (American Medical Association, 2010). Alcohol can interfere with adolescents' ability to form new, lasting, and explicit memories of facts and events (Hiller-Sturmhofel and Swartzwelder, n.d.). This has obvious implications for learning and academic performance.
- Alcohol has toxic effects on the myelination process in adolescents (Medical News Today, 2005). Myelination helps stabilize and speed brain processes. Disruption of the myelination process can lead to cognitive deficiencies (Lewohl et al., 2000).
- The pharmacological effects of alcohol and other chemical substances most immediately interfere with optimal brain functioning. Continued use of alcohol and other drugs over time may keep youth from advancing to more complex stages of thinking and social interaction. Youth with alcohol use disorders often perform worse on memory tests and have diminished abilities to plan (Bonnie and O'Connell, 2004).

Adolescent Social and Emotional Development

Adolescents have unique social and emotional characteristics and undergo physical and cognitive changes that can affect their social and emotional development. Some of these characteristics and changes can increase the likelihood that youth will find themselves in dangerous and risky situations when using alcohol at a time when they are particularly vulnerable to negative outcomes from drinking. Understanding adolescents' social and emotional development can provide greater insight into underage drinking, its dangers, and ways to prevent it.

As adolescents struggle for independence and create a personal identity, relationships with their family and peers change. Peer groups may become more important to youth than their families, and peers often provide some of the same functions that family did earlier. Peers become the bridge between the family and the adult social roles the young person must assume (Berk, 2009). Youth look to their peers for support, approval, and belonging. They tend to choose peers who are similar to themselves (Vernon, 2002).

To gain acceptance from their peers, youth tend to dress alike, use similar speech patterns, be enamored of the same heroes, and listen to the same music. They want to steer clear of humiliation, so they try to look and act like their peers to avoid disapproval and negative judgments (Vernon, 2002). Peer pressure often convinces youth to engage in activities to gain one another's approval. This tendency may lead to alcohol use.

On the other hand, some youth face social rejection or neglect and have few peer relationships. These youth are at higher risk for a variety of problems, such as social isolation or withdrawal, lack of appropriate social skills development, and low self-esteem (Holmes, 1995). Furthermore, rejection or neglect may contribute to these youth joining together in antisocial groups.

Whether their peers accept or reject them, youth develop new behavior patterns during adolescence. Caissy (1994) describes a variety of adolescent behavioral characteristics that guide social development:

- **Experimentation.** Youth try different social roles and identities to discover who they are. This may include harmless experiments such as new hairstyles, makeup, dress, and music, or more harmful experimentation such as alcohol and drug use.
- **Rebellion.** Youth rebel against adult authority as a means of learning to make decisions. They often do exactly the opposite of what adults want them to do. Sources of conflict may include curfews, smoking, drinking alcohol, the use of other psychoactive substances, or academic performance.
- **Talking and socializing.** Youth may talk on the telephone, send text messages, interact on social media sites (e.g., MySpace, Facebook, Twitter), or hang out with friends at the mall to socialize. The peer group provides a social form of self-evaluation, and youth need feedback from their peers (Newton, 1995).
- **Preoccupation with themselves.** Youth tend to focus on their needs. They feel they are the topic of others' conversations and others are watching them constantly. They may spend long periods of time self-grooming, monopolizing the telephone or computer, or engaging in other self-centered activities.

- **Risk taking.** Youth often do not realize the consequences that their behavior will have and may take risks because they believe nothing bad will happen to them.

Adolescents undergo many physical and mental changes before they become adults. In addition to their predisposition to peer pressure and social experimentation, adolescents' brains continue to develop through their midtwenties and may be highly vulnerable to the effects of alcohol and other substances.

Factors Contributing to Underage Drinking

Youth and young adults begin to drink alcohol for a variety of reasons. Resource and treatment providers must understand these motives when working with underage drinking offenders and targeting issues. These factors are discussed below.

Emotional Satisfaction From Drinking

Young drinkers want to feel different when they drink. Some of the reasons youth drink include (Johnson, 2004; Bonnie and O'Connell, 2004):

- To relax and lower their inhibitions in social situations.
- To reduce stress, tension, and worries.
- To increase courage and feelings of power.
- To enhance sexual attractiveness and performance.
- To satisfy their curiosity about the feelings that alcohol produces or feel more grown up.

Personal Characteristics of Underage Drinkers

Many studies have identified personal characteristics that may increase the likelihood that a youth will engage in underage drinking. Impulsive or excitement-seeking youth and young adults are more likely to drink alcohol (von Diemen et al., 2008). Rebellious youth may also drink because they do not feel that they are part of society, think they are not bound by rules, and may not want success or responsibility.

Additionally, youth with mental health issues, such as depression or attention deficit hyperactivity disorder, may be at higher risk for substance abuse (Alcoholism: Clinical and Experimental Research, 2007). Similarly, youth who face mental health problems because of physical or sexual abuse may turn to alcohol and drugs as a solution to their trauma (Brannigan et al., 2004).

Family Influence

Parents and siblings can influence a youth's propensity to start drinking. For instance, studies have shown that youth are more likely to drink alcohol when at least one of their parents has a history of alcoholism and alcohol use (King and Chassin, 2004; Essau and Hutchinson, 2008). If parents do not set clear behavioral expectations or monitor their children's behavior, children may be more likely to participate in underage drinking (Bonnie and O'Connell, 2004).

Research has found that family conflict is associated with increases in adolescent alcohol use (Bray et al., 2001). Youth may turn to alcohol (or to peer groups who consume alcohol) in middle adolescence to cope with family conflict. Therefore, alcohol use should not be considered simply a normal stage of adolescent development. Instead, prevention and intervention workers should look deeper into the causes of initial alcohol use.

Peer and School Influences

During adolescence, youth strive for acceptance by their peers. They want to fit in and often choose peer groups whose values and behaviors are similar to their own. If drinking is a typical activity for these groups, they are much more likely to drink. Underage drinking often occurs at social events that peer groups attend, such as sports events, concerts, and parties.

Numerous studies have shown that youth who demonstrate a high involvement in their school, as evidenced by good grades or participation in extracurricular and/or academic activities, are less likely to engage in underage drinking (Pacific Institute for Research and Evaluation, n.d.; Catalano et al., 2004; Henry, Swaim, and Slater, 2005). Youth with poor grades or those who frequently exhibit behavioral problems at school are more likely to drink alcohol, especially if they associate with peers who drink (Mason and Windle, 2001).

Advertising and Media Influences

In today's culture, youth and young adults are bombarded with media and advertisements about drinking. Often, the media make drinking appear sexy and fun. Advertising may include items with alcohol brand names, and alcohol companies may sponsor popular events or give free products to young people (Jernigan and O'Hara, 2004).

Few empirical studies have examined the effects of alcohol advertising in the media. However, some evidence suggests that alcohol advertising may influence the beliefs and behaviors of young people, causing them to drink illegally (Grube, 2004).

Youth Access to Alcohol

Not all merchants are vigilant about preventing underage youth from buying alcohol. Some youth use false identification to buy alcohol; persuade adults to buy it for them; and/or steal alcohol from parents, friends, and commercial establishments. Adults often purchase alcohol and provide it to underage drinkers at parties and events, sometimes with the permission or collusion of parents (Bonnie and O'Connell, 2004).

Neurological Consequences of Underage Drinking

As discussed above, if youth experiment with alcohol, this use may have negative effects on the brain, which continues to develop until the midtwenties. Psychoactive substances such as alcohol produce pleasurable feelings and may diminish stress and emotional pain. These chemicals can turn on the brain's reward system, which makes people want to repeat the use of substances to obtain the same feelings. Eventually, substance use can alter the structure and chemical makeup of the brain, leading to brain disorders (Society for Neuroscience, 2008). In addition, adolescents have a diminished sensitivity to intoxication, making it possible for them to drink more alcohol without feeling very intoxicated. This may be because they have higher metabolic rates (Winters, 2009).

Alcohol use by adolescents is associated with abnormalities in the volume of the prefrontal cortex, the part of the brain that controls reasoning and impulse (Medina et al., 2008). In particular, females are vulnerable to the effects of alcohol on this part of the brain. Severe or chronic alcohol use among female adolescents may limit the development of their prefrontal cortex more than it does for males. Low prefrontal cortex development may lead to deficiencies in reasoning and impulsive behavior.

Alcohol can activate the pleasure-producing chemistry of the brain and release a pleasure-enhancing chemical called dopamine. Dopamine is released in the brain when an action satisfies a basic need or desire. With repeated alcohol use, the brain's natural capacity to produce dopamine is reduced. This leads to feelings of depression, anger, boredom, anxiety, and frustration (O'Connell, 2009).

With the use of alcohol and other drugs over time, youth may fail to advance to more complex stages of thinking and social interaction. Youth with alcohol-use disorders often perform worse on memory tests and have diminished abilities to plan (Bonnie and O'Connell, 2004). Effects may also include hallucinations, psychotic episodes, changes in sleep patterns, and changes in the ability to concentrate.

Health Consequences of Underage Drinking

Underage drinking can lead to behaviors with serious health consequences in both the short and long term. These behaviors are discussed in detail below.

Risky Sexual Behavior

The ramifications of underage drinking and risky sexual behavior are immense. Youth who drink alcohol more commonly engage in sexual intercourse when drinking, have sexual experiences at an earlier age, have sex with multiple partners, engage in unprotected or unplanned sex, experience unexpected pregnancies, have babies with Fetal Alcohol Spectrum (FAS) disorders, and contract sexually transmitted diseases (STDs) than youth who do not drink.

According to the Youth Risk Behavior Survey (Grunbaum et al., 2002), frequent heavy drinkers were more likely than nondrinkers to have had sexual intercourse (87 percent versus 34 percent), sex before age 13 (18 percent versus 5 percent), sex with at least six different partners (31 percent versus 4 percent), and sex with at least three partners in the past month (20 percent versus 2 percent). Frequent heavy drinkers were more likely than nondrinkers to have used alcohol or drugs prior to their most recent sexual activity (52 percent versus 3 percent). Many who engage in sexual activity while drinking report having unprotected sex. Nearly 30 percent of 15- to 17-year-olds and 37 percent of 18- to 24-year-olds say they drink even though they know they may have sex when they are intoxicated and would not when sober (Bonnie and O'Connell, 2004). Another study showed that 31 percent of youth who engaged in frequent heavy drinking reported having at least six different partners, compared with only 4 percent of youth who do not drink (Hingson and Kenkel, 2004).

Youth and young adults who begin drinking early are more likely to have unplanned and unprotected sex (Hingson and Kenkel, 2004), which sometimes results in unwanted pregnancies. Youth who drink alcohol while pregnant face the risk of delivering babies with FAS disorders. Children born with FAS disorders often experience developmental delays and have other birth defects, including abnormal facial features, growth deficiencies, and central nervous system problems (Centers for Disease Control and Prevention, 2006).

Adolescents now represent half of all new cases of HIV/AIDS (Centers for Disease Control and Prevention, 2005). Underage drinking is considered a major contributor to the likelihood that those who engage in sexual activity after consuming alcohol will be more likely to contract an STD because of impaired decisionmaking capabilities. While intoxicated, youth and young adults are more likely

to engage in risky sexual behavior, including having sex at a younger age, having unprotected sex, or having sex with multiple partners (Lopez, 2003). Youth themselves seem aware of this risk; one survey found that 52 percent of girls ages 13–18 who were surveyed listed STDs as a major health risk associated with drinking alcohol (Tildon and Kimball, 2005).

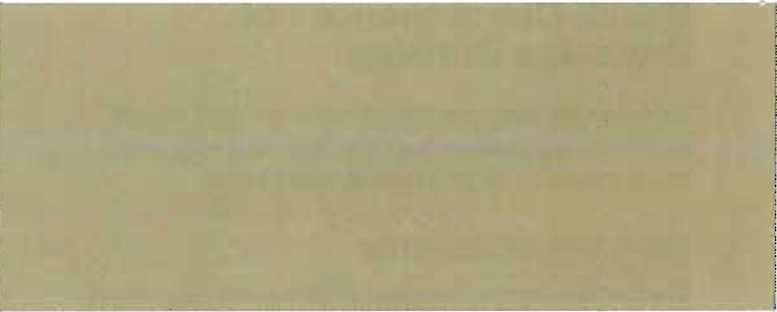
Alcohol Poisoning

Alcohol poisoning can occur when a person drinks a large amount of alcohol in a short period of time. About 50,000 people suffer from alcohol poisoning each year, and some die as a result (Alcoholism Information Web Site, n.d.). One of the most dangerous causes of alcohol poisoning is binge drinking (Mayo Clinic, 2008), or imbibing five or more drinks in a short period of time. Teens and college students, most of whom are first-time or inexperienced drinkers, are most likely to binge drink.

Alcohol-Related Mental Health Disorders

Early alcohol use has been shown to increase risk for chronic alcohol addiction and other alcohol problems in later life (Hingson, Heeren, and Winter, 2006; Masten et al., 2009). The American Psychiatric Association, in its *Diagnostic and Statistical Manual of Mental Disorders*, 4th ed. (DSM-IV), established two diagnoses of alcohol use disorders: alcohol abuse and alcohol dependence (American Psychiatric Association, 1994). To be diagnosed with alcohol abuse, at least one of four symptoms¹ must be present within a 1-year period, and to be diagnosed with alcohol dependence, at least three of seven possible symptoms² must be present within a 1-year period.

Some researchers and clinicians do not believe that this diagnostic system is adequate for youth. Adolescents tend to experience additional symptoms of problem alcohol use that are not included in these diagnostic criteria, such as blackouts, passing out, risky sexual behavior, craving, and a drop in school grades (Martin et al., 1995). On the other hand, some of the symptoms used in the DSM-IV do not occur frequently among adolescents, including withdrawal and medical problems, both of which usually appear after years of heavy drinking. Hazardous use is frequently associated with driving while intoxicated, which rarely occurs in younger adolescents who cannot drive (Martin and Winters, 1998). Martin and associates (1996) found that, as opposed to the DSM-IV diagnostic criteria, adolescent alcohol symptoms developed in three stages. Some symptoms of dependence typically occurred before abuse symptoms. Their proposed stages are shown in table 1 (page 6). More recent analyses have suggested other ways of making the DSM-IV criteria more useful and accurate for adolescents (Hasin et al., 2003).



Other Drug Use

The younger a person is when he or she begins using alcohol, the more likely he or she is to use other drugs (Hingson, Heeren, and Edwards, 2008). Although many factors can affect whether youth progress to the use of other drugs and which ones they choose to use, alcohol is frequently followed by tobacco, then marijuana, and then other illicit hard drugs (Degenhardt et al., 2009; Gfroerer, Wu, and Penne, 2002; Welte and Barnes, 1985).

Safety Consequences of Underage Drinking

Youth in the United States use alcohol more frequently than any other mood-altering substance. The immediate results of alcohol consumption often include impaired decisionmaking, risky behavior, and poor coordination. This section describes safety problems youth may encounter if they choose to abuse alcohol.

Table 1. Stages of Youth Alcohol Involvement

Stage	Symptoms
Stage 1	<ul style="list-style-type: none"> • Tolerance. • Drinking larger amounts or for a longer period than intended. • Large amounts of time spent using alcohol. • Failure to fulfill major role obligations at work, school, or home. • Social problems.
Stage 2	<ul style="list-style-type: none"> • Unsuccessful attempts or a persistent desire to quit or cut down on drinking. • Reduced activities because of alcohol use. • Continued use despite physical or psychological problems. • Hazardous use. • Alcohol-related legal problems.
Stage 3	<ul style="list-style-type: none"> • Withdrawal.

Source: Martin et al., 1996.

Driving While Impaired

Adolescents and young adults are the least experienced drivers on the road. When they consume alcohol, which impairs their judgment and coordination and makes them more likely to take risks, they cause crashes. In 2009, according to the National Highway Traffic Safety Administration (2010), 5,051 drivers ages 16–20 were involved in fatal motor vehicle crashes. Of those, 19 percent (951) had a blood alcohol concentration over the legal adult limit of 0.08. Of those killed in motor vehicle crashes who had been drinking, 74 percent were not wearing seatbelts. Youth are also more likely to ride in vehicles driven by peers who have been drinking. In 2001, 80 percent of youth who frequently drank alcohol reported they had ridden with a driver who had been drinking (Grunbaum et al., 2002).

Typically, motor vehicle crashes occur while youth are in cars and trucks, but youth may also be impaired on bicycles, motorcycles, or any other type of vehicle. The Youth Risk Behavior Survey (Grunbaum et al., 2002) found that, of the youth who identified themselves as frequent heavy drinkers, almost half (45 percent) never wore motorcycle helmets and a majority (92 percent) never wore bicycle helmets. Vehicle crashes can result in many kinds of injuries, including minor wounds, lifetime disabilities, and death. Injury rates remain unacceptably high.

Other Accidental Injuries and Deaths

Alcohol-related injuries and deaths of youth and young adults from other types of accidents are just as prevalent as alcohol deaths from motor vehicles. In 2000, 6,936 persons younger than age 21 died from alcohol-related accidents, including drowning, burns, and falls. This represented 44 percent of all unintentional injury deaths linked to alcohol among persons younger than age 21 (Hingson and Kenkel, 2004).

"Youth in the United States use alcohol more frequently than any other mood-altering substance."

Homicides, Suicides, and Other Violence

Alcohol drinkers engage in more violent acts than non-drinkers. Many such acts are described below.

Homicide. According to Bonnie and O'Connell (2004), about 1,500 (36 percent) of homicides committed in 2000 by someone younger than age 21 involved alcohol consumption. Homicide is the second leading cause of death for youth between ages 15 and 24.

Physical violence. In 2001, the Youth Risk Behavior Survey (Grunbaum et al., 2002) reported that, of youth who drank four or more drinks on at least one occasion during the past 30 days, 44 percent carried a weapon and 22 percent carried a gun, as compared with 10 percent and 3 percent, respectively, of those who never drank. Frequent heavy drinkers became engaged in fights (both in general and at school) more frequently than nondrinkers (Hingson and Kenkel, 2004). In 2001, 696,000 college students were hit or assaulted by another college student who had been drinking (Hingson, Zha, and Weitzman, 2009).

Sexual assault. Dating violence also occurs much more frequently among underage drinkers than nondrinkers. Those who drank heavily and frequently were much more likely to have been hit or slapped by a boyfriend or girlfriend and to have been forced to have sex (Hingson and Kenkel, 2004). More than 70,000 students between ages 18 and 24 are victims of alcohol-related sexual assaults (National Institute on Alcohol Abuse and Alcoholism, 2007). Alcohol is often a factor for both assailants and victims in these assaults. As many sexual assaults are never reported, the actual rates of alcohol-related attacks may be much higher (Bonnie and O'Connell, 2004).

Suicide. Frequent, heavy alcohol use is linked to feelings of depression, hopelessness, and suicide ideation as well as suicide attempts (Dahl and Hariri, 2004). In 2000, approximately 300 alcohol-related youth suicides occurred (Bonnie and O'Connell, 2004).

Social and Emotional Consequences of Underage Drinking

Underage drinking has serious social consequences for youth and young adults. During adolescence, youth shift from being more involved with their families to socializing more with peers. In turn, their peers influence their values and norms, particularly in late adolescence (Bonnie and O'Connell, 2004). If alcohol use is common among their friends, youth may begin drinking.

Heavy and frequent alcohol use may interfere with a young person's capacity to make prosocial choices. Frequent, heavy use of alcohol has been associated with low self-esteem, depression, conduct disorders, antisocial behavior, and anxiety in adolescents (Brown and Tapert, 2004). Developing self-control during adolescence is a major task, but alcohol use may create a dependency that defeats attempts at self-control. Moreover, alcohol use may lead to alienation and stigmatization by peers (Crowe and Schaefer, 1992).

Academic Consequences of Underage Drinking

Alcohol use can impact youth's academic performance. Underage drinkers may miss classes, fall behind in their schoolwork, earn lower grades, and perform poorly on examinations and assignments (Wechsler et al., 2002; Johnson, 2004). They may also drop out, fail classes, or be expelled from school.

Nondrinking youth also can experience negative consequences when other youth drink, including (Johnson, 2004):

- Sleep or study time disruptions.
- Insults or humiliation from drinkers.
- Unwanted sexual advances.
- Time spent taking care of an intoxicated friend.

"Consumption of alcohol during the adolescent years can affect brain development and may result in long-term negative effects."

- Arguments with intoxicated peers.
- Assaults by intoxicated peers.
- Personal property damage.

Family Consequences of Underage Drinking

Families can contribute to underage drinking or can experience the negative consequences of a youth's drinking behavior. The consequences of underage drinking—such as health problems, social difficulties, dropping out of school, or legal consequences—may precipitate a family crisis. While the youth becomes preoccupied with obtaining and drinking alcohol, the family may focus on how to stop the youth's behavior, jeopardizing other family members' relationships and needs. Family members may struggle to control the situation, become resentful, feel guilty, and blame themselves and other family members for the problems that occur. Moreover, family members may try to protect the underage drinker from consequences by compensating and taking up the slack or drawing attention to another problem (Crowe and Schaefer, 1992).

Economic Consequences of Underage Drinking

Underage drinking has both immediate and long-term economic consequences. Recent estimates calculated by the Pacific Institute for Research and Evaluation (n.d.) put the total cost of underage drinking at \$68 billion in 2007, as shown in table 2. According to this analysis, underage drinking costs \$1 (e.g., rebuilding property damage or vehicles after traffic crashes, medical care, or legal fees for violent acts) for every drink that an underage drinker consumes.

The immediate costs of underage drinking include personal costs and costs to a drinker's family, community, and legal system. Personal costs may include payment for alcohol treatment, medical services (e.g., for injuries in traffic accidents), and insurance (e.g., higher premiums from traffic accidents or convictions for driving under the influence). Parents may lose money driving underage drinkers to appointments and treatment or taking off work to

accompany the youth on court dates. The community pays for providing enforcement, supervision, and treatment services to youth and young adults charged with underage drinking (Bonnie and O'Connell, 2004).

Long-term costs are many and varied. One example of a long-term cost is the future potential earnings or contributions a youth will make to the workforce (Bonnie and O'Connell, 2004). This projection assumes that underage drinkers who do not receive treatment services have a greater risk of developing alcoholism or problems associated with alcohol use in adulthood. Although the individual may absorb some of these costs, society also pays because the individual may have difficulty finding and sustaining a good job. Moreover, students who binge drink in college may experience problems with regard to their grades, social life, and employment, which may eventually negatively affect their productivity at work. In the end, the actions of these individuals affect society at the broader level.

Another lifelong cost comes from unwanted pregnancies due to alcohol use. Youth who have children may require welfare for medical care. If their children have FAS disorders, treatment costs may contribute to further community costs.

Table 2. Costs of Underage Drinking

Expense	Cost (in billions)
Medical costs	7.4
Work loss costs	14.9
Lost quality of life costs	45.7
Total	\$68.0

Source: Pacific Institute for Research and Evaluation, n.d.

Conclusion

Raising the minimum age to purchase alcohol to 21 in the United States has had an exceptionally positive effect on the health and safety of youth. Unfortunately, underage



drinking is still common and can have tragic consequences. Many people view drinking alcohol as a fairly typical activity for youth and young adults, and young people often find it relatively easy to obtain alcoholic beverages. However, the psychoactive properties of alcohol cause impaired decisionmaking, poor coordination, and engagement in risky behaviors. Alcohol use can damage the brain and other body systems and organs.

Underage drinkers often face legal consequences for their actions. When establishing penalties for youth, justice system professionals must work on changing the attitudes and behaviors of underage drinkers to avert further consequences for the youth and their families. Communities and the justice system must provide prevention, intervention, and treatment services early so that youth stop drinking, start living productive lives, and contribute to their communities.

For More Information

This bulletin was adapted from *Underage Drinking: Intervention Principles and Practice Guidelines for Community Corrections* (Crowe et al., 2011). The bulletin highlights the importance of preventing and reducing the consumption of alcohol by youth younger than age 21 and is the second in an OJJDP series on underage drinking. The goal of the series is to better inform practitioners, policymakers, and judges on the effects of underage drinking in the hope that this information will support the development of more effective policy and practice guidelines to combat the problem.

Other bulletins in the series provide guidelines, culled from evidence-based practice literature, to aid community supervision professionals in their work with underage drinkers, outline some of the legal issues that these professionals may encounter when working with underage drinkers, and present findings from an evaluation of OJJDP's Enforcing Underage Drinking Laws initiative implemented in five communities with local Air Force bases.

The bulletins can be accessed from OJJDP's Web site, ojjdp.gov. *Underage Drinking: Intervention Principles and*

Practice Guidelines for Community Corrections is available online at www.appa-net.org/eweb/docs/appa/pubs/UDIPPGCC.pdf.

Endnotes

1. These symptoms include role impairment (i.e., frequent intoxication at work, home, or school), hazardous use, legal problems, and social problems.
2. These symptoms include gaining tolerance (i.e., the need to consume more to become intoxicated), going through withdrawal, drinking more or for longer than intended, making unsuccessful attempts to quit, spending a lot of time drinking, reducing social or recreational activities, and developing psychological or physical problems.

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Fact Sheets

Underage Drinking

Alcohol use by persons under age 21 years is a major public health problem.¹ Alcohol is the most commonly used and abused drug among youth in the United States, more than tobacco and illicit drugs¹, and is responsible for more than 4,700 annual deaths among underage youth². Although drinking by persons under the age of 21 is illegal, people aged 12 to 20 years drink 11% of all alcohol consumed in the United States.³ More than 90% of this alcohol is consumed in the form of binge drinks.³ On average, underage drinkers consume more drinks per drinking occasion than adult drinkers.⁴ In 2010, there were approximately 189,000 emergency rooms visits by persons under age 21 for injuries and other conditions linked to alcohol.⁵

Drinking Levels among Youth

The 2011 Youth Risk Behavior Survey⁶ found that among high school students, during the past 30 days

- 39% drank some amount of alcohol.
- 22% binge drank.
- 8% drove after drinking alcohol.
- 24% rode with a driver who had been drinking alcohol.

Other national surveys

- In 2011 the National Survey on Drug Use and Health (<http://www.oas.samhsa.gov/nhsda.htm>) ⁷ (<http://www.cdc.gov/Other/disclaimer.html>) reported that 25% of youth aged 12 to 20 years drink alcohol and 16% reported binge drinking.⁷
- In 2011, the Monitoring the Future Survey (<http://www.monitoringthefuture.org/>) ⁸ (<http://www.cdc.gov/Other/disclaimer.html>) reported that 33% of 8th graders and 70% of 12th graders had tried alcohol, and 13% of 8th graders and 40% of 12th graders drank during the past month.⁸

Consequences of Underage Drinking

Youth who drink alcohol^{1, 4, 9} are more likely to experience

- School problems, such as higher absence and poor or failing grades.
- Social problems, such as fighting and lack of participation in youth activities.
- Legal problems, such as arrest for driving or physically hurting someone while drunk.
- Physical problems, such as hangovers or illnesses.
- Unwanted, unplanned, and unprotected sexual activity.
- Disruption of normal growth and sexual development.
- Physical and sexual assault.
- Higher risk for suicide and homicide.

- Alcohol-related car crashes and other unintentional injuries, such as burns, falls, and drowning.
- Memory problems.
- Abuse of other drugs.
- Changes in brain development that may have life-long effects.
- Death from alcohol poisoning.

In general, the risk of youth experiencing these problems is greater for those who binge drink than for those who do not binge drink.⁹






Youth who start drinking before age 15 years are five times more likely to develop alcohol dependence or abuse (</alcohol/faqs.htm#alcoholismAbuse>) later in life than those who begin drinking at or after age 21 years.^{10, 11}

Prevention of Underage Drinking

Reducing underage drinking will require community-based efforts to monitor the activities of youth and decrease youth access to alcohol. Recent publications by the Surgeon General¹ and the Institute of Medicine⁴ outlined many prevention strategies that will require actions on the national, state, and local levels, such as enforcement of minimum legal drinking age laws, national media campaigns targeting youth and adults, increasing alcohol excise taxes, reducing youth exposure to alcohol advertising, and development of comprehensive community-based programs. These efforts will require continued research and evaluation to determine their success and to improve their effectiveness.

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I am in support of a Social Host Ordinance for McLeod County. I would like to let you know how I have come to support this ordinance.

I am a 17 yr. old HHS student. I have been involved in the drinking group for several years before I made the choice to make healthier choices. I continue to have friends that attend these parties and have heard and witnesses many things that have truly frightened and angered me.

I know parents that allow other children to drink at their homes as they want to be the "fun house". At these parties kids get drunk, sick, have sex (many times the girls regret the decision)

These parents don't seem to be afraid of allowing the kids to come there. If questioned by adults they just play stupid and say they didn't provide the alcohol. The adults who allow parties to take place are not afraid to host as they don't seem to know of any others that have been caught and punished.

I am a 16 year old girl that has been caught drinking twice and got minors for this. I am often invited to parties at camp fires, country homes and apartments. Most of these invitations come from older boys in their twenties. These boys like to get the girls drunk and will try to take advantage of us.

Nobody talks about getting in trouble for hosting the parties. There is more concern about not telling anyone who your source is for buying. Having a spot to party make it easy for kids to use, use often and feeling safe that nobody will come bust us. If a social host ordinance was county wide and the law enforcement actually started busting parents it would make a difference. They would be afraid of being caught and charged and couldn't say they were not responsible. They would tell their children they couldn't have parties, times have changed!



McLeod County Chiefs of Police Association

Glencoe, MN 55336

October 25, 2012

Michele Barley
Assistant District Public Defender
P.O. Box 8
Glencoe, Minnesota 55336

RE: ZAP initiative to Pursue a County Social Host Ordinance

Ms. Barley,

The ZAP Committee and the McLeod County Chiefs of Police Association believe that it's not enough to hold young people accountable for underage drinking. The adults who illegally provide alcohol to youth must also be held accountable and stopped. Our main goal is prevention through stronger deterrence and public awareness, coalition building, and finding a way for this effort to be sustained. The McLeod County Chiefs of Police Association are in **full support** of the ZAP committee pursuing a County Wide Social Host Ordinance.

Respectfully Submitted,


Robert N. Carlson

President
McLeod County Chief of Police Association

Chief of Police / Emergency Management Director
City of Lester Prairie



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Email: JRaiter@ci.glencoe.mn.us
GTonak@ci.glencoe.mn.us
(320) 864-5171 (Office)
(320) 864-6927 (Chief Direct Line)
(320) 864-6868 (Fax)

Chief of Police Daniel Hatten
Hutchinson Police Department
10 Franklin Street S.W.
Hutchinson, Minnesota 55350
Email: dhatten@ci.hutchinson.mn.us
(320) 234-4252 (Office)
(320) 587-6427 (Fax)

Chief of Police
Brownton Police Department
528 Second Street North
Brownton, Minnesota 55312
Email:
(320) 328-5226 (Office and Fax)

Chief of Police Forrest Henriksen
Silver Lake Police Department
P.O. Box 415
308 Main Street West
Silver Lake, Minnesota 55381
Email: silverlakepolice@mchsi.com
(320) 327-0108 (Office)
(320) 327-6594 (Fax)

Sheriff Scott Rehmann
Chief Deputy Tim Langenfeld
McLeod County Sheriff's Office
801 Tenth Street East
Glencoe, Minnesota 55336
Email: scott.rehmann@co.mcleod.mn.us
tim.langenfeld@co.mcleod.mn.us
(320) 864-3134 (Office)
(320) 864-5920 (Fax)
(888) 440-3134 (Toll Free)

2012 Associate Membership

Mike Junge
McLeod County Attorney
830 Eleventh Street East, Suite 112
Glencoe, Minnesota 55336
Email: michael.junge@co.mcleod.mn.us
(320) 864-1265 (Office)
(320) 864-1455 (Fax)

13-CB-11

RESOLUTION OF McLeod COUNTY

BE IT RESOLVED by McLeod County that the County enter into the attached **Grant Contract** with the Minnesota Department of Veterans Affairs (MDVA) to conduct the following Program: **County Veterans Service Office Operational Improvement Grant Program**. The grant must be used to enhance the operations of the County Veterans Service Office under Minn. Stat. §197.608 Subd. 4 (a), and should not be used to supplant or replace other funding.

BE IT FURTHER RESOLVED by the McLeod County Board of Commissioners that JAMES LAUER, the Veterans Service Officer, be authorized to execute the attached Grant Contract for the above-mentioned Program on behalf of the County.

WHEREUPON the above resolution was adopted at a regular meeting of the County Board this nineteenth day of March 2013.

Authorized Signature and Title

Date

STATE OF MINNESOTA

McLeod COUNTY

I, _____, do hereby certify that I am the custodian of the minutes of all proceedings had and held by the County Board of said McLeod County, that I have compared the above resolution with the original passed and adopted by the County Board of said McLeod County at a regular meeting thereof held on the nineteenth day of March 2013 at 9:00 am, that the above constitutes a true and correct copy thereof, that the same has not been amended or rescinded and is in full force and effect.

IN WITNESS WHEREOF, I have hereunto placed my hand and signature this nineteenth day of March 2013, and have hereunto affixed the seal of the County.

Authorized Signature and Title

(SEAL)

**STATE OF MINNESOTA
MINNESOTA DEPARTMENT OF VETERANS AFFAIRS**

COUNTY VETERANS SERVICE OFFICE OPERATIONAL IMPROVEMENT GRANT PROGRAM

GRANT CONTRACT

This grant contract is between the State of Minnesota, acting through its commissioner of the **MINNESOTA DEPARTMENT OF VETERANS AFFAIRS** ("State" or "MDVA") and McLeod County, McLeod County Veterans Services, 2381 Hennepin Ave. N., Glencoe, MN 55336 ("Grantee").

Recitals

46. Under Minnesota Statutes §197.608, the State is empowered to enter into this grant.
47. The State is in need of improving the operation of the County Veterans Service Offices.
48. This grant must be used to enhance the operations of the Grantee's County Veterans Service Office under Minnesota Statutes §197.608 Subdivision 4 (a), and should not be used to supplant or replace other funding.
4. The Grantee represents that it is duly qualified and agrees to perform all services described in this grant contract to the satisfaction of the State. Pursuant to Minnesota Statutes §16B.98 Subdivision 1, the Grantee agrees to minimize administrative costs as a condition of this grant.

Grant Contract

1 Term of Grant Contract

1.1 **Effective date: July 31, 2012** or the date the State obtains all required signatures under Minnesota Statutes §16C.05, subdivision 2, whichever is later.

The Grantee must not begin work under this grant contract until this contract is fully executed and the Grantee has been notified by the State's Authorized Representative to begin the work.

1.2 **Expiration date: May 31, 2013**, or until all obligations have been satisfactorily fulfilled, whichever occurs first.

1.3 **Survival of Terms.** The following clauses survive the expiration or cancellation of this grant contract:
8. Liability; 9. State Audits; 10. Government Data Practices and Intellectual Property; 12. Publicity and Endorsement; 13. Governing Law, Jurisdiction, and Venue; and 15 Data Disclosure.

2 Grantee's Duties

The Grantee, who is not a state employee, will:

Conduct the **County Veterans Service Office Operational Improvement Grant Program** by purchasing one or more of the allowable goods and services as specified in Attachment A, Items Approved/Disapproved, which is attached and incorporated into this grant contract.

If the Grantee wishes to purchase a good or service not listed on Attachment A, Items Approved, they shall submit a written request to the State's Authorized Representative listing the item, its estimated cost, and how it will benefit county veterans. The item may only be purchased with grant funds upon receipt of written approval from MDVA.

Upon the conclusion of this Project, but no later than May 31, 2013, the Grantee shall submit Copies of all Paid Receipts, a completed Equipment Detail Report Form, a CVSO Operational Improvement Grant Compliance Report and any unexpended Grant Funds to MDVA. Such Reports shall show all goods and services purchased and account for all grant funds expended.

In the event that any provision of the Items, Approved/Disapproved, Attachment A, reviewed by the State and incorporated into this grant contract by reference is not consistent with any portion of this grant contract, then the terms of this grant contract supersede the inconsistent provision.

3 Time

The Grantee must comply with all the time requirements described in this grant contract. In the performance of this grant contract, time is of the essence.

4 Consideration and Payment

4.1 *Consideration.* The State will pay for all eligible goods and services purchased by the Grantee under this grant contract as follows:

(16) *Compensation.* The Grantee will be paid a lump sum and must account for funds spent according to the breakdown of costs contained in the Items, Approved/Disapproved, Attachment A, which is attached and incorporated into this grant contract.

(b) *Travel Expenses.* Reimbursement for travel and subsistence expenses actually and necessarily incurred by the Grantee as a result of this grant contract will be made. The Grantee will be reimbursed for travel and subsistence expenses in the same manner and in no greater amount than provided in the current "Commissioner's Plan" promulgated by the Commissioner of Minnesota Management and Budget (MMB). The Grantee will not be reimbursed for travel and subsistence expenses incurred outside Minnesota unless it has received the State's prior written approval for out of state travel. Minnesota will be considered the home state for determining whether travel is out of state.

(c) *Total Obligation.* The total obligation of the State for all compensation and reimbursements to the Grantee under this grant contract will not exceed **\$2800 (Two thousand eight hundred Dollars)**.

4.2. Payment

(46) The State will promptly pay the Grantee a lump sum of **\$2800** upon the execution of this Grant Contract

(47) *Eligible Project Costs.* In order to be eligible for Grant Funds, costs must be reasonable, necessary and allocable to the Program, permitted by appropriate State cost principles, approved by the State and determined to be eligible pursuant to Minnesota Statutes §197.608 and this grant contract.

(48) Pursuant to Minn. Stat §197.608 Subd 7, if the purchase of eligible goods and services is not completed, or is completed without expending the budgeted total of MDVA Grant Funds, the Grantee shall apply MDVA Grant Funds towards the total cost properly expended on the goods and services specified above, and shall remit those MDVA Grant Funds not so expended to the MDVA.

5 Conditions of Payment

All services provided by the Grantee under this grant contract must be performed to the State's satisfaction, as determined at the sole discretion of the State's Authorized Representative and in accordance with all applicable federal, state, and local laws, ordinances, rules, and regulations. The Grantee will not receive payment, or will return payment already received, for work found by the State to be unsatisfactory or performed in violation of federal, state, or local law.

6 Authorized Representative

The State's Authorized Representative is **Reggie Worlds**, Minnesota Department of Veterans Affairs, 2nd Floor Veterans Service Building, 20 West 12th Street, Saint Paul, Minnesota 55155 (651) 757 1599 or his successor, and has the responsibility to monitor the Grantee's performance and the authority to accept the services provided under this grant contract. If the services are satisfactory, the State's Authorized Representative will certify acceptance.

The Grantee's Authorized Representative is Jim Lauer, County Veterans Service Officer, McLeod County, McLeod County Veterans Services, 2381 Hennepin Ave. N., Glencoe, MN 55336, or his/her successor. If the Grantee's Authorized Representative changes at any time during this grant contract, the Grantee must immediately notify the State.

7 Assignment, Amendments, Waiver, and Grant Contract Complete

7.1 Assignment. The Grantee shall neither assign nor transfer any rights or obligations under this grant contract without the prior written consent of the State, approved by the same parties who executed and approved this grant contract, or their successors in office.

7.2 Amendments. Any amendments to this grant contract must be in writing and will not be effective until it has been executed and approved by the same parties who executed and approved the original grant contract, or their successors in office.

7.3 Waiver. If the State fails to enforce any provision of this grant contract, that failure does not waive the provision or the State's right to enforce it.

7.4 Grant Contract Complete. This grant contract contains all negotiations and agreements between the State and the Grantee. No other understanding regarding this grant contract, whether written or oral, may be used to bind either party.

8 Liability

The Grantee must indemnify, save, and hold the State, its agents, and employees harmless from any claims or causes of action, including attorney's fees incurred by the State, arising from the performance of this grant contract by the Grantee or the Grantee's agents or employees. This clause will not be construed to bar any legal remedies the Grantee may have for the State's failure to fulfill its obligations under this grant contract.

9 State Audits

Under Minnesota Statutes §16B.98, Subd.8, the Grantee's books, records, documents, and accounting procedures and practices of the Grantee or other party relevant to this grant agreement or transaction are subject to examination by the State and/or the State Auditor or Legislative Auditor, as appropriate, for a minimum of six years from the end of this grant agreement, receipt and approval of all final reports, or the required period of time to satisfy all state and program retention requirements, whichever is later.

10 Government Data Practices and Intellectual Property

10.1. Government Data Practices. The Grantee and State must comply with the Minnesota Government Data Practices Act, Minnesota Statutes Chapter 13, as it applies to all data provided by the State under this grant contract, and as it applies to all data created, collected, received, stored, used, maintained, or disseminated by the Grantee under this grant contract. The civil remedies of Minnesota Statutes § 13.08 apply to the release of the data referred to in this clause by either the Grantee or the State.

If the Grantee receives a request to release the data referred to in this Clause, the Grantee must immediately notify the State. The State will give the Grantee instructions concerning the release

of the data to the requesting party before the data is released. The Grantee's response to the request shall comply with applicable law.

10.2. *Intellectual Property Rights*

P *Intellectual Property Rights.* The State owns all rights, title, and interest in all of the intellectual property rights, including copyrights, patents, trade secrets, trademarks, and service marks in the Works and Documents *created and paid for under this grant contract*. Works means all inventions, improvements, discoveries (whether or not patentable), databases, computer programs, reports, notes, studies, photographs, negatives, designs, drawings, specifications, materials, tapes, and disks conceived, reduced to practice, created or originated by the Grantee, its employees, agents, and subcontractors, either individually or jointly with others in the performance of this contract. Works includes "Documents." Documents are the originals of any databases, computer programs, reports, notes, studies, photographs, negatives, designs, drawings, specifications, materials, tapes, disks, or other materials, whether in tangible or electronic forms, prepared by the Grantee, its employees, agents, or subcontractors, in the performance of this contract. The Documents will be the exclusive property of the State and all such Documents must be immediately returned to the State by the Grantee upon completion or cancellation of this grant contract. To the extent possible, those Works eligible for copyright protection under the United States Copyright Act will be deemed to be "works made for hire." The Grantee assigns all right, title, and interest it may have in the Works and the Documents to the State. The Grantee must, at the request of the State, execute all papers and perform all other acts necessary to transfer or record the State's ownership interest in the Works and Documents.

(Q) *Obligations*

- a. *Notification.* Whenever any invention, improvement, or discovery (whether or not patentable) is made or conceived for the first time or actually or constructively reduced to practice by the Grantee, including its employees and subcontractors, in the performance of this grant contract, the Grantee will immediately give the State's Authorized Representative written notice thereof, and must promptly furnish the Authorized Representative with complete information and/or disclosure thereon.
- b. *Representation.* The Grantee must perform all acts, and take all steps necessary to ensure that all intellectual property rights in the Works and Documents are the sole property of the State, and that neither Grantee nor its employees, agents, or subcontractors retain any interest in and to the Works and Documents. The Grantee represents and warrants that the Works and Documents do not and will not infringe upon any intellectual property rights of other persons or entities. Notwithstanding Clause 8, the Grantee will indemnify; defend, to the extent permitted by the Attorney General; and hold harmless the State, at the Grantee's expense, from any action or claim brought against the State to the extent that it is based on a claim that all or part of the Works or Documents infringe upon the intellectual property rights of others. The Grantee will be responsible for payment of any and all such claims, demands, obligations, liabilities, costs, and damages, including but not limited to, attorney fees. If such a claim or action arises, or in the Grantee's or the State's opinion is likely to arise, the Grantee must, at the State's discretion, either procure for the State the right or license to use the intellectual property rights at issue or replace or modify the allegedly infringing Works or Documents as necessary and appropriate to obviate the infringement claim. This remedy of the State will be in addition to and not exclusive of other remedies provided by law.

11 **Workers' Compensation**

The Grantee certifies that it is in compliance with Minnesota Statutes § 176.181, Subdivision 2, pertaining to workers' compensation insurance coverage. The Grantee's employees and agents will not be considered State employees. Any claims that may arise under the Minnesota Workers' Compensation Act on behalf of these employees and any claims made by any third party as a consequence of any act or omission on the part of these employees are in no way the State's obligation or responsibility.

12 **Publicity and Endorsement**

12.1 **Publicity.** Any publicity regarding the subject matter of this grant contract must identify the State as the sponsoring agency and must not be released without prior written approval from the State's Authorized Representative. For purposes of this provision, publicity includes notices, informational pamphlets, press releases, research, reports, signs, and similar public notices prepared by or for the Grantee individually or jointly with others, or any subcontractors, with respect to the program, publications, or services provided resulting from this grant contract.

12.2 **Endorsement.** The Grantee must not claim that the State endorses its products or services.

13 **Governing Law, Jurisdiction, and Venue**

Minnesota law, without regard to its choice-of-law provisions, governs this grant contract. Venue for all legal proceedings out of this grant contract, or its breach, must be in the appropriate state or federal court with competent jurisdiction in Ramsey County, Minnesota.

14 **Termination**

14.1 **Termination by the State.** The State may immediately terminate this grant contract with or without cause, upon 30 days' written notice to the Grantee. Upon termination, the Grantee will be entitled to retain payment, determined on a pro rata basis, for services satisfactorily performed.

14.32 **Termination for Cause.** The State may immediately terminate this grant contract if the State finds that there has been a failure to comply with the provisions of this grant contract, that reasonable progress has not been made or that the purposes for which the funds were granted have not been or will not be fulfilled. The State may take action to protect the interests of the State of Minnesota, including the refusal to disburse additional funds and requiring the return of all or part of the funds already disbursed. If the Grantee does not complete the Project by May 31, 2013, as evidenced by the incurrence of documented expenses for eligible costs; then this grant contract shall be reviewed by MDVA, and, may be canceled and all or part of the funds returned to MDVA to be reallocated to training and education under Minnesota Statutes §197.608 Subdivision 5.

14.33 **Termination for Insufficient Funding.** The State may immediately terminate this grant contract if:

- ee) It does not obtain funding from the Minnesota Legislature.
- ff) Or, if funding cannot be continued at a level sufficient to allow for the payment of the services covered here. Termination must be by written or fax notice to the Grantee. The State is not obligated to pay for any services that are provided after notice and effective date of termination. However, the Grantee will be entitled to payment, determined on a pro rata basis, for services satisfactorily performed to the extent that funds are available. The State will not be assessed any penalty if the contract is terminated because of the decision of the Minnesota Legislature, or other funding source, not to appropriate funds. The State must provide the Grantee notice of the lack of

SWIFT # _____

any undisputed amount not paid on time to the Subcontractor.

1. STATE ENCUMBRANCE VERIFICATION

Individual certifies that funds have been encumbered as required by Minnesota Statutes §§ 16A.15 and 16C.05.

Signed: _____

Date: _____

SWIFT Contract/PO No(s). _____

3. STATE AGENCY: MINNESOTA DEPARTMENT OF VETERANS AFFAIRS

By: _____
(with delegated authority)

Title: _____

Date: _____

2. GRANTEE: McLeod County

The Grantee certifies that the appropriate person(s) have executed the grant contract on behalf of the Grantee as required by applicable articles, bylaws, resolutions, or ordinances.

By: _____

Title: _____

Date: _____

By: _____

Title: _____

Date: _____

Distribution:
Agency
Grantee
State's Authorized Representative - Photo Copy

CVSO Operational Improvement Grant Items Approved/Disapproved – FY13

Only the items approved on this form are authorized for purchase using grant funds. The MDVA will seek recovery from your county for any items not on this list that have been purchased with grant funds.

Items Approved:

Monitors <i>(Purchase price limited to \$500.00)</i>	Publicity Items <i>(Magnets, Brochures – must include reference to LinkVet)</i>
Laptops	Display boards, radio airtime, and newspaper ads
Personal computers	Label printers and supplies
Software <i>(Veteran related software)</i>	Headsets – Phone ONLY <i>(Purchase price limited to \$250.00)</i>
Modems	Conference speaker (i.e. Triangle)
Cellular Phones/Blackberry <i>(Purchase price limited to \$450.00. No monthly contracts or fees.)</i>	TV/VCR/DVD combinations <i>(Purchase price limited to \$500.00)</i>
Photo copiers <i>(or 12 month lease)</i>	Dual monitor video cards
Printers	Electric typewriters and answering machines
Digital Video Recorders	Paper shredders and scanners
Digital Projectors – LCD/DLP <i>(Purchase price limited to \$1,500.00)</i>	Fax machines and installation of initial phone line <i>(No monthly contracts or fees.)</i>
Digital Cameras <i>(Camera purchase price limited to \$500.00. Tax and accessories are separate.)</i>	Mobile broadband data access device <i>(No monthly contracts or fees.)</i>
Training at local colleges – Includes all staff in CVSO Office and must relate to the position of CVSO. Registration ONLY. <i>(Expense limited to \$500.00 per individual.)</i>	NACVSO Accreditation and CEU Training – Must provide a “Certificate of Completion” after training. Transportation and Registration ONLY. <i>(Expense limited to \$1,000.00 per individual.)</i>

Also Approved:

- Supplies related to items purchased during this grant cycle ONLY (toner cartridges, ink cartridges, etc.). You may NOT purchase supplies for items you already have.
- Reference materials (medical dictionaries, VA rules and regulations manuals, etc.).
- Furniture that is directly related to a computerization effort (computer desk, printer stand, etc.). All furniture purchases must receive prior approval from the MDVA.
- Up to one year of extended warranties/extended maintenance contracts on equipment and related software purchased during this grant cycle ONLY.

***NOTE: The maximum purchase price for certain items does NOT include tax or shipping charges.**

Items Not Approved:

- Travel expenses to conventions, training, and related training expenses (except as noted above for NACVSO Accreditation and CEU training).
- Furniture that is NOT directly related to a computerization effort (filing cabinets, chairs, desks, etc.).
- Extended maintenance contracts on computer hardware you already have (CPU’s, disk drives, keyboards, screens, etc.).
- Extended minutes on cellular phones.

13-CB-12

RESOLUTION OF McLeod COUNTY

BE IT RESOLVED by McLeod County that the County enter into the attached **Grant Contract** with the Minnesota Department of Veterans Affairs (MDVA) to conduct the following Program: **County Veterans Service Office Community Outreach Grant Program**. The grant must be used for community outreach as defined in Minnesota Statutes, section 197.608, to all eligible veterans regarding the availability of benefits they have earned and especially those relating to posttraumatic stress disorder for all veterans, including World War II, Korean War, and Vietnam War era veterans, and should not be used to supplant or replace other funding.

BE IT FURTHER RESOLVED by the McLeod County Board of Commissioners that James Laurer, the Veterans Service Officer, be authorized to execute the attached Grant Contract for the above-mentioned Program on behalf of the County.

WHEREUPON the above resolution was adopted at a regular meeting of the County Board this nineteenth day of March 2013.

Authorized Signature and Title

Date

STATE OF MINNESOTA

McLeod COUNTY

I, _____, do hereby certify that I am the custodian of the minutes of all proceedings had and held by the County Board of said McLeod County, that I have compared the above resolution with the original passed and adopted by the County Board of said McLeod County at a regular meeting thereof held on the nineteenth day of March at 9:00 am, that the above constitutes a true and correct copy thereof, that the same has not been amended or rescinded and is in full force and effect.

IN WITNESS WHEREOF, I have hereunto placed my hand and signature this nineteenth day of March 2013, and have hereunto affixed the seal of the County.

Authorized Signature and Title

(SEAL)

**STATE OF MINNESOTA
MINNESOTA DEPARTMENT OF VETERANS AFFAIRS**

COUNTY VETERANS SERVICE OFFICE COMMUNITY OUTREACH GRANT PROGRAM

GRANT CONTRACT

This grant contract is between the State of Minnesota, acting through its commissioner of the **MINNESOTA DEPARTMENT OF VETERANS AFFAIRS** ("State" or "MDVA") and **McLeod County**, McLeod County Veterans Services, 2381 Hennepin Ave. N., Glencoe, MN 55336 ("Grantee").

Recitals

1. Under Minnesota Statutes §197.608, and Minnesota Laws 2012, Chapter 292, Article 4, Section 18, Subdivision 2, the State is empowered to enter into this grant.
2. The State is in need of a community outreach program through the County Veterans Service Offices.
3. This grant must be used for community outreach as defined in Minnesota Statutes, section 197.608, to all eligible Veterans regarding the availability of benefits they have earned and especially those relating to post traumatic stress disorder for all Veterans, including World War II, Korean War, and Vietnam War era Veterans. Outreach is through the Grantee's County Veterans Service Office as specified in Minnesota Laws 2012, Chapter 292, Article 4, Section 18, Subdivision 2, and should not be used to supplant or replace other funding.
4. The Grantee represents that it is duly qualified and agrees to perform all services described in this grant contract to the satisfaction of the State. Pursuant to Minnesota Statutes §16B.98 Subdivision 1, the Grantee agrees to minimize administrative costs as a condition of this grant.

Grant Contract

1 Term of Grant Contract

1.1 **Effective date: October 1, 2012** or the date the State obtains all required signatures under Minnesota Statutes §16C.05, subdivision 2, whichever is later.

The Grantee must not begin work under this grant contract until this contract is fully executed and the Grantee has been notified by the State's Authorized Representative to begin the work.

1.2 **Expiration date: May 31, 2013**, or until all obligations have been satisfactorily fulfilled, whichever occurs first.

1.3 **Survival of Terms.** The following clauses survive the expiration or cancellation of this grant contract: 8. Liability; 9. State Audits; 10. Government Data Practices and Intellectual Property; 12. Publicity and Endorsement; 13. Governing Law, Jurisdiction, and Venue; and 15 Data Disclosure.

2 Grantee's Duties

The Grantee, who is not a state employee, will:

Conduct the **County Veterans Service Office Community Outreach Grant Program** by purchasing one or more of the allowable goods and services as specified in Attachment A, Items Approved/Disapproved, which is attached and incorporated into this grant contract.

If the Grantee wishes to purchase a good or service not listed on Attachment A, Items Approved, they must submit a written request to the State's Authorized Representative listing the item, its estimated cost, and how it will benefit county veterans. The item may only be purchased with grant funds upon receipt of

written approval from MDVA.

Upon the conclusion of this Project, but no later than May 31, 2013, the Grantee shall submit Copies of all Paid Receipts, a completed Expenditure Report Form, a CVSO Community Outreach Grant Compliance Report and any unexpended Grant Funds to MDVA. Such Reports shall show all goods and services purchased and account for all grant funds expended.

In the event that any provision of the Items, Approved/Disapproved, Attachment A, reviewed by the State and incorporated into this grant contract by reference is not consistent with any portion of this grant contract, then the terms of this grant contract supersede the inconsistent provision.

3 Time

The Grantee must comply with all the time requirements described in this grant contract. In the performance of this grant contract, time is of the essence.

4 Consideration and Payment

4.1 **Consideration.** The State will pay for all eligible goods and services purchased by the Grantee under this grant contract as follows:

(1) **Compensation.** The Grantee will be paid a lump sum and must account for funds spent according to the breakdown of costs contained in the Items, Approved/Disapproved, Attachment A, which is attached and incorporated into this grant contract.

(b) **Travel Expenses.** Reimbursement for travel and subsistence expenses actually and necessarily incurred by the Grantee as a result of this grant contract will be made. The Grantee will be reimbursed for travel and subsistence expenses in the same manner and in no greater amount than provided in the current "Commissioner's Plan" promulgated by the Commissioner of Minnesota Management and Budget (MMB). The Grantee will not be reimbursed for travel and subsistence expenses incurred outside Minnesota unless it has received the State's prior written approval for out of state travel. Minnesota will be considered the home state for determining whether travel is out of state.

(c) **Total Obligation.** The total obligation of the State for all compensation and reimbursements to the Grantee under this grant contract will not exceed **\$2,298 (Two thousand two hundred ninety eight Dollars).**

4.2. Payment

(1) The State will promptly pay the Grantee a lump sum of **\$2,298** upon the execution of this Grant Contract

(2) **Eligible Project Costs.** In order to be eligible for Grant Funds, costs must be reasonable, necessary and allocable to the Program, permitted by appropriate State cost principles, approved by the State and determined to be eligible pursuant to Minnesota Statutes §197.608, Minnesota Laws 2012, Chapter 292, Article 4, Section 18, Subdivision 2 and this grant contract.

(3) Pursuant to Minn. Stat §197.608 Subd 7, if the purchase of eligible goods and services is not completed, or is completed without expending the budgeted total of MDVA Grant Funds, the Grantee shall apply MDVA Grant Funds towards the total cost properly expended on the goods and

services specified above, and shall remit those MDVA Grant Funds not so expended to the MDVA.

5 **Conditions of Payment**

All services provided by the Grantee under this grant contract must be performed to the State's satisfaction, as determined at the sole discretion of the State's Authorized Representative and in accordance with all applicable federal, state, and local laws, ordinances, rules, and regulations. The Grantee will not receive payment, or will return payment already received, for work found by the State to be unsatisfactory or performed in violation of federal, state, or local law.

6 **Authorized Representative**

The State's Authorized Representative is **Brad Lindsay**, Minnesota Department of Veterans Affairs, Veterans Service Building, 20 West 12th Street, Saint Paul, Minnesota 55155 (651) 757 1582 or his successor, and has the responsibility to monitor the Grantee's performance and the authority to accept the services provided under this grant contract. If the services are satisfactory, the State's Authorized Representative will certify acceptance.

The Grantee's Authorized Representative is **Jim Lauer**, County Veterans Service Office, McLeod County, McLeod County Veterans Services, 2381 Hennepin Ave. N., Glencoe, MN 55336 or his/her successor. If the Grantee's Authorized Representative changes at any time during this grant contract, the Grantee must immediately notify the State.

7 **Assignment, Amendments, Waiver, and Grant Contract Complete**

7.1 **Assignment.** The Grantee shall neither assign nor transfer any rights or obligations under this grant contract without the prior written consent of the State, approved by the same parties who executed and approved this grant contract, or their successors in office.

7.2 **Amendments.** Any amendments to this grant contract must be in writing and will not be effective until it has been executed and approved by the same parties who executed and approved the original grant contract, or their successors in office.

7.3 **Waiver.** If the State fails to enforce any provision of this grant contract, that failure does not waive the provision or the State's right to enforce it.

7.4 **Grant Contract Complete.** This grant contract contains all negotiations and agreements between the State and the Grantee. No other understanding regarding this grant contract, whether written or oral, may be used to bind either party.

8 **Liability**

The Grantee must indemnify, save, and hold the State, its agents, and employees harmless from any claims or causes of action, including attorney's fees incurred by the State, arising from the performance of this grant contract by the Grantee or the Grantee's agents or employees. This clause will not be construed to bar any legal remedies the Grantee may have for the State's failure to fulfill its obligations under this grant contract.

9 **State Audits**

Under Minnesota Statutes §16B.98, Subd.8, the Grantee's books, records, documents, and accounting procedures and practices of the Grantee or other party relevant to this grant agreement or transaction are subject to examination by the State and/or the State Auditor or Legislative Auditor, as appropriate, for a minimum of six years from the end of this grant agreement, receipt and approval of all final reports, or the required period of time to satisfy all state and program retention requirements, whichever is later.

10 Government Data Practices and Intellectual Property

10.1. ***Government Data Practices.*** The Grantee and State must comply with the Minnesota Government Data Practices Act, Minnesota Statutes Chapter 13, as it applies to all data provided by the State under this grant contract, and as it applies to all data created, collected, received, stored, used, maintained, or disseminated by the Grantee under this grant contract. The civil remedies of Minnesota Statutes § 13.08 apply to the release of the data referred to in this clause by either the Grantee or the State.

If the Grantee receives a request to release the data referred to in this Clause, the Grantee must immediately notify the State. The State will give the Grantee instructions concerning the release of the data to the requesting party before the data is released. The Grantee's response to the request shall comply with applicable law:

10.2. *Intellectual Property Rights*

A ***Intellectual Property Rights.*** The State owns all rights, title, and interest in all of the intellectual property rights, including copyrights, patents, trade secrets, trademarks, and service marks in the Works and Documents *created and paid for under this grant contract.* Works means all inventions, improvements, discoveries (whether or not patentable), databases, computer programs, reports, notes, studies, photographs, negatives, designs, drawings, specifications, materials, tapes, and disks conceived, reduced to practice, created or originated by the Grantee, its employees, agents, and subcontractors, either individually or jointly with others in the performance of this contract. Works includes "Documents." Documents are the originals of any databases, computer programs, reports, notes, studies, photographs, negatives, designs, drawings, specifications, materials, tapes, disks, or other materials, whether in tangible or electronic forms, prepared by the Grantee, its employees, agents, or subcontractors, in the performance of this contract. The Documents will be the exclusive property of the State and all such Documents must be immediately returned to the State by the Grantee upon completion or cancellation of this grant contract. To the extent possible, those Works eligible for copyright protection under the United States Copyright Act will be deemed to be "works made for hire." The Grantee assigns all right, title, and interest it may have in the Works and the Documents to the State. The Grantee must, at the request of the State, execute all papers and perform all other acts necessary to transfer or record the State's ownership interest in the Works and Documents.

(B) *Obligations*

- a. ***Notification.*** Whenever any invention, improvement, or discovery (whether or not patentable) is made or conceived for the first time or actually or constructively reduced to practice by the Grantee, including its employees and subcontractors, in the performance of this grant contract, the Grantee will immediately give the State's Authorized Representative written notice thereof, and must promptly furnish the Authorized Representative with complete information and/or disclosure thereon.
- b. ***Representation.*** The Grantee must perform all acts, and take all steps necessary to ensure that all intellectual property rights in the Works and Documents are the sole property of the State, and that neither Grantee nor its employees, agents, or subcontractors retain any interest in and to the Works and Documents. The Grantee represents and warrants that the Works and Documents do not and will not infringe upon any intellectual property rights of other persons or entities. Notwithstanding Clause 8, the Grantee will indemnify; defend, to the extent permitted by the Attorney General; and hold harmless the State, at the Grantee's expense,

from any action or claim brought against the State to the extent that it is based on a claim that all or part of the Works or Documents infringe upon the intellectual property rights of others.

The Grantee will be responsible for payment of any and all such claims, demands, obligations, liabilities, costs, and damages, including but not limited to, attorney fees. If such a claim or action arises, or in the Grantee's or the State's opinion is likely to arise, the Grantee must, at the State's discretion, either procure for the State the right or license to use the intellectual property rights at issue or replace or modify the allegedly infringing Works or Documents as necessary and appropriate to obviate the infringement claim. This remedy of the State will be in addition to and not exclusive of other remedies provided by law.

11 **Workers' Compensation**

The Grantee certifies that it is in compliance with Minnesota Statutes § 176.181, Subdivision 2, pertaining to workers' compensation insurance coverage. The Grantee's employees and agents will not be considered State employees. Any claims that may arise under the Minnesota Workers' Compensation Act on behalf of these employees and any claims made by any third party as a consequence of any act or omission on the part of these employees are in no way the State's obligation or responsibility.

12 **Publicity and Endorsement**

12.1 **Publicity.** Any publicity regarding the subject matter of this grant contract must identify the State as the sponsoring agency and must not be released without prior written approval from the State's Authorized Representative. For purposes of this provision, publicity includes notices, informational pamphlets, press releases, research, reports, signs, and similar public notices prepared by or for the Grantee individually or jointly with others, or any subcontractors, with respect to the program, publications, or services provided resulting from this grant contract.

12.2 **Endorsement.** The Grantee must not claim that the State endorses its products or services.

13 **Governing Law, Jurisdiction, and Venue**

Minnesota law, without regard to its choice-of-law provisions, governs this grant contract. Venue for all legal proceedings out of this grant contract, or its breach, must be in the appropriate state or federal court with competent jurisdiction in Ramsey County, Minnesota.

14 **Termination**

14.1 **Termination by the State.** The State may immediately terminate this grant contract with or without cause, upon 30 days' written notice to the Grantee. Upon termination, the Grantee will be entitled to retain payment, determined on a pro rata basis, for services satisfactorily performed.

14.2 **Termination for Cause.** The State may immediately terminate this grant contract if the State finds that there has been a failure to comply with the provisions of this grant contract, that reasonable progress has not been made or that the purposes for which the funds were granted have not been or will not be fulfilled. The State may take action to protect the interests of the State of Minnesota, including the refusal to disburse additional funds and requiring the return of all or part of the funds already disbursed. If the Grantee has not initiated the Project by May 31, 2013, as evidenced by the incurrence of documented expenses for eligible costs; then this grant contract shall be reviewed by MDVA, and, may be canceled and all or part of the funds returned to MDVA.

SWIFT # _____

any undisputed amount not paid on time to the Subcontractor.

1. STATE ENCUMBRANCE VERIFICATION

Individual certifies that funds have been encumbered as required by Minnesota Statutes SS 16A.15 and 16C.05.

Signed: _____

Date: _____

SWIFT Contract/PO No(s). _____

2. GRANTEE: McLeod County

The Grantee certifies that the appropriate person(s) have executed the grant contract on behalf of the Grantee as required by applicable articles, bylaws, resolutions, or ordinances.

By: _____

Title: _____

Date: _____

By: _____

Title: _____

Date: _____

3. STATE AGENCY: MINNESOTA DEPARTMENT OF VETERANS AFFAIRS

By: _____
(with delegated authority)

Title: _____

Date: _____

Distribution:
Agency
Grantee
State's Authorized Representative - Photo Copy

ATTACHMENT A

**CVSO Community Outreach Grant
Items Approved/Disapproved – FY13**

Only the items approved on this form are authorized for payment using grant funds. The MDVA will seek recovery from your county for any items/expenses not on this list that have been purchased with grant funds without receiving prior written approval.

Items Approved:

Expenses related to the transportation of Veterans needing to access their benefits (Including van/vehicle purchases for this primary purpose)	Publicity Items (<i>Magnets, Brochures, etc. – must include reference to LinkVet</i>)
Expenses related to the reintegration of returning service members (Including travel expenses to official reintegration events)	Marketing expenses (Display boards, radio airtime, TV airtime and newspaper ads, billboards...)
Expenses related to the goal of reducing Veteran homelessness	Expenses related to "Outreach" (Such as benefits fairs, town halls and seminars.)
Medical expenses to pay for 2 nd opinions on denied VA disability claims.	<i>Other outreach related expenditures require the written approval of MDVA Senior Director or Deputy Commissioner of Programs and Services.</i>

Items Not Approved:

- Travel expenses to conventions, training, and related training expenses.
- Office Equipment.
- Staff.

Donald Salverda & Associates

Roseville Professional Center • Suite 620 • 2233 N. Hamline Avenue • Roseville, MN 55113 (651) 484-1335

February 21, 2013

Mr. Pat Melvin
County Administrator
McLeod County Administration
830 East 11th Street, Suite 110
Glencoe, MN 55331

Dear Pat:

Thank you for the request for a proposal for facilitating a Strategic Planning Discussion with the McLeod County Board of Commissioners.

It's important for every leadership team to periodically assess progress, re-establish direction, clarify roles, and enhance team spirit. It's particularly important when there are new members on the leadership team.

Over the years, I have led a number of retreats for a variety of organizations, always receiving favorable feedback, so I am comfortable with and excited about the opportunity to work with McLeod County should you choose to use my services.

Enclosed is a proposal for the "Leadership – Planning – Team Building Retreat" using a one day format that you might react to. I trust the content is in line with your thinking; if not, we can alter accordingly.

Enclosed also is biographic and support information from previous engagements.

Assuming all is a go with the retreat and you choose to use my services, I look forward to establishing a date and working with you on details. I pledge you my best efforts to plan and lead a retreat that meets your objectives, is educational, and enjoyable.

Thank you again for your interest.

Sincerely yours,



Don Salverda
Consultant/Facilitator

DS:dw

Encl.

**A PROPOSAL FOR
THE 2013 LEADERSHIP - PLANNING -
TEAM BUILDING RETREAT
FOR
COMMISSIONERS AND
DEPARTMENT HEADS
OF
MCLEOD COUNTY**

Proposal To
Mr. Pat Melvin
County Administrator

Proposed By
Don Salverda
Consultant/Facilitator

WHY HAVE A LEADERSHIP – PLANNING – TEAM BUILDING RETREAT?

- 1) Organizations need to periodically assess progress, reestablish direction and enhance team spirit
- 2) How well the commissioners, county administrator, and the department heads communicate and work together toward common goals is key to the county's effectiveness
- 3) It's easier to develop consensus on issues, opportunities, and goals in an off-site relaxed environment rather than the formality of the normal work environment
- 4) A Leadership – Planning – Team Building Retreat is an excellent way to integrate new members onto the county's leadership team

**MCLEOD COUNTY
COMMISSIONERS AND DEPARTMENT HEADS,
2013 LEADERSHIP - PLANNING - TEAM BUILDING RETREAT**

I PRIMARY OBJECTIVES

- 1) To build trust, enhance communication, and develop renewed positive team spirit among the county's leadership team
- 2) To review progress being made by the county during the last year
- 3) To discuss changes and forces likely to impact the county
- 4) To develop updated consensus on issues and opportunities facing the county (1-3 year perspective and Long Term: 5-10 year perspective)
- 5) To develop an updated Goals Program for the county (1-3 year perspective and long term)
- 6) To review the roles, responsibilities, and expectations of the county's leadership team
- 7) To develop preliminary action plans for the highest priority goals
- 8) To be both educational and enjoyable
- 9) Other

II FORMAT OF THE RETREAT

The sessions will be highly participative combining group participation and discussion, individual activities, and facilitator comments.

Seating Arrangements: Tables (preferably round) seating five participants per table

Audio-visual Needs: Three large, standing easels and writing pads
(None required) (facilitator will provide)

III TIMING AND LOCATION

Timing: To be determined

Location: To be determined

IV PARTICIPANT MATERIALS

Each participant will receive a comprehensive outline, related supplemental materials and an Executive Summary of the Retreat

V THE CONSULTANT/FACILITATOR

- Over twenty-five years experience in the professional development field
- Skilled seminar, workshop, and retreat leader
- Leadership experience in the private, public, and volunteer sectors
- Student of leadership

VI INVESTMENT

\$ 2,500

Pre-Retreat Planning and Preparation

On-Site Retreat

Post-Retreat Executive Summary

In addition:

Learning instrument investment of \$20.00 per participant, plus additional expenses incurred with the engagement such as duplicating of handout materials, easel pads, travel expenses @ \$.55/mile, etc.

**MCLEOD COUNTY
COMMISSIONERS AND DEPARTMENT
2013 LEADERSHIP - PLANNING - TEAM BUILDING
Tentative Agenda**

PAT
THIS IS A FIRST
PACED AGENDA.
WE TRY TO GET MOST
ACCOMPLISHED.

- 8:00 - 8:30 COFFEE AND SNACKS – INFORMAL
- 8:30 - 8:35 OPENING REMARKS – BOARD CHAIRMAN
COUNTY ADMINISTRATOR
- 8:35 - 10:00 SESSION 1: "WORKING AS A TEAM
OF PUBLIC SECTOR LEADERSHIP"
- Focus
- Objectives and expectations for the retreat
 - Communication enhancement exercise
 - Review of Progress
 - Key elements of public sector leadership
- 10:00 - 10:15 BREAK
- 10:15 - 12:00 SESSION 2: "WORKING AS A TEAM - PROVIDING DIRECTION"
- Focus:
- Changes and forces that are likely to impact the county
 - Consensus on issues and opportunities
 - Updating the county's goal's program
(1-3 year and long term perspective)
 - The county's mission, vision, and values
- 12:00 - 12:45 LUNCH
- 12:45 - 2:30 SESSION 3: "WORKING AS A TEAM –
ROLES, RESPONSIBILITIES, EXPECTATIONS,
AND POSITIVE WORKING RELATIONSHIPS"
- Focus
- The importance of working together as a team
 - Review of the roles and responsibilities of team members
 - Understanding behavior styles
 - Expectations and Contributions
- 2:30 - 2:45 BREAK
- 2:45 - 4:15 SESSION 4: "PRELIMINARY ACTION PLANNING"
- Focus
- Preliminary action plans for the highest priority goals
 - Discussion and reaction to the preliminary action plans
- 4:15 – 4:30 SUMMARY AND WRAP-UP COMMENTS
- Focus
- Review of the retreat
 - Importance of follow-up
 - Making a positive impact



DON SALVERDA

Don Salverda is President of DONALD SALVERDA & ASSOCIATES, a consulting firm dedicated to enhancing the leadership and management knowledge, skills and effectiveness of individuals and organizations in an ever-changing world.

He has designed and led leadership, goal setting, strategic planning and team building retreats and workshops for over twenty-five years for a variety of organizations in both the public and private sectors.

As a consultant and retreat and workshop facilitator, his positive and enthusiastic approach convey his own sense of purpose.

He further believes that:

- 1) People are busy with limited time; therefore, the process should be practical, results oriented, and highly productive
- 2) People learn from each other; therefore, the process should be highly participative
- 3) The process should be educational, enjoyable, and non-threatening

Combining an academic background in engineering with over thirty years of practical experience in the private, public, and volunteer sectors in a variety of roles and settings, he has gained a unique and broad perspective of the challenges facing individuals and organizations.

He has served as President of the Sales and Marketing Executives of Minneapolis, the Roseville-Falcon Heights Chamber of Commerce, the Association of Minnesota Counties, the Ramsey County League of Local Governments, the North Suburban Community Foundation, the Roseville Jaycees and the North Suburban Gavel Association. He is a former District Chair of the Indianhead Council of the Boy Scouts of America and has served on a number of other boards and commissions.

He has been elected to public office and served eighteen years on the Ramsey County Board of Commissioners.

He is an active member of the Rotary Club of Roseville and has been an avid downhill skier and biker.

8/27/09
NEW PRAGUE TIMES

City retreat covers wide

Patrick Fisher
Staff Writer

Setting goals, reviewing roles and responsibilities and changes that will impact New Prague were just a few of the topics the New Prague City Council and heads of the city departments covered during a two-day retreat at the State Bank of New Prague building.



each other and assign responsibilities for various tasks as

NEW PRAGUE CITY COUNCIL

Held Tuesday, Aug. 18, and Thursday, Aug. 20, in the bank's meeting room the retreat was facilitated by Don Salverda, president of Donald Salverda & Associates, a consulting firm that aids organizations in the

Members of the New Prague City Council city departments divide into groups to discuss topics during a retreat on leadership, team planning Thursday, Aug. 20.

areas of team building, strategic planning, leadership, management development and customer service.

Mayor W.A. "Bink" Bender and council members Kay Wilcox, Mark Bartusek, Kristin Guerrette and Ken Betterton attended the retreat along with City Administrator Mike Johnson, Police Chief Mark Vosejka, Administrative Services Coordinator Patty Solheid, Planning Director Ken Ondich, Public Works Director Dennis Seurer and

Golf Club Norland.

"I thought was fast-paced said of the retreat. He went over some challenges facing long- and short-

Goals discussed evening session expanding the

the city's industrial property to improvements in various areas including city hall and the downtown business district.

public and the community on where New Prague is going as a city.

FOLLOWING ARE A NUMBER OF OBSERVATIONS & PARTICIPANT COMMENTS FROM PREVIOUS ENGAGEMENTS

MOST RECENT RETIREMENTS

DOLINO - PHIL KOHN

BELLE PLAINE - DAVID MURPHY

WATKINSON - LUKE FISHER

**CITY OF DELANO
COUNCIL MEMBERS AND DEPARTMENT HEADS
2013 LEADERSHIP - PLANNING - TEAM BUILDING RETREAT**

SUMMARY EVALUATION

4.8	1) The objectives of the session were:	5	4	3	2	1
		Clear				Vague
4.8	2) The organization of the session was:	5	4	3	2	1
		Excellent				Poor
4.6	3) The ideas presented were:	5	4	3	2	1
		Very Interesting				Not Interesting
5.0	4) The ability of the presenter to stimulate discussion was:	5	4	3	2	1
		Excellent				Poor
4.9	5) My attendance at this session was:	5	4	3	2	1
		Very Beneficial				Waste of Time
4.5	6) Overall, I consider this session to have been:	5	4	3	2	1
		Excellent				Poor

**CITY OF DELANO
COUNCIL MEMBERS AND DEPARTMENT HEADS
2013 LEADERSHIP - PLANNING - TEAM BUILDING RETREAT**

PARTICIPANT COMMENTS

"Great sessions"

"Good job"

"Awesome!!!! Thank you so much"

"Always great"

"Great session. Very informational"

"Very good"

"Thanks Don"

"You did a great job again. Helped reinforce 'this is about a team and not individual'"

CITY OF BELLE PLAINE
 COUNCIL MEMBERS AND CITY ADMINISTRATOR
 2013 LEADERSHIP - PLANNING - TEAM BUILDING RETREAT

SUMMARY EVALUATIONS

1) The objectives of the session were:

5	4	3	2	1
Clear				Vague

4.2

2) The organization of the session was:

5	4	3	2	1
Excellent				Poor

4.3

3) The ideas presented were:

5	4	3	2	1
Very Interesting				Not Interesting

4.5

4) The ability of the presenter to stimulate discussion was:

5	4	3	2	1
Excellent				Poor

4.7

5) My attendance at this session was:

5	4	3	2	1
Very Beneficial				Waste of Time

4.7

6) Overall, I consider this session to have been:

5	4	3	2	1
Excellent				Poor

4.5

**CITY OF BELLE PLAINE
COUNCIL MEMBERS AND CITY ADMINISTRATOR
2013 LEADERSHIP – PLANNING – TEAM BUILDING RETREAT**

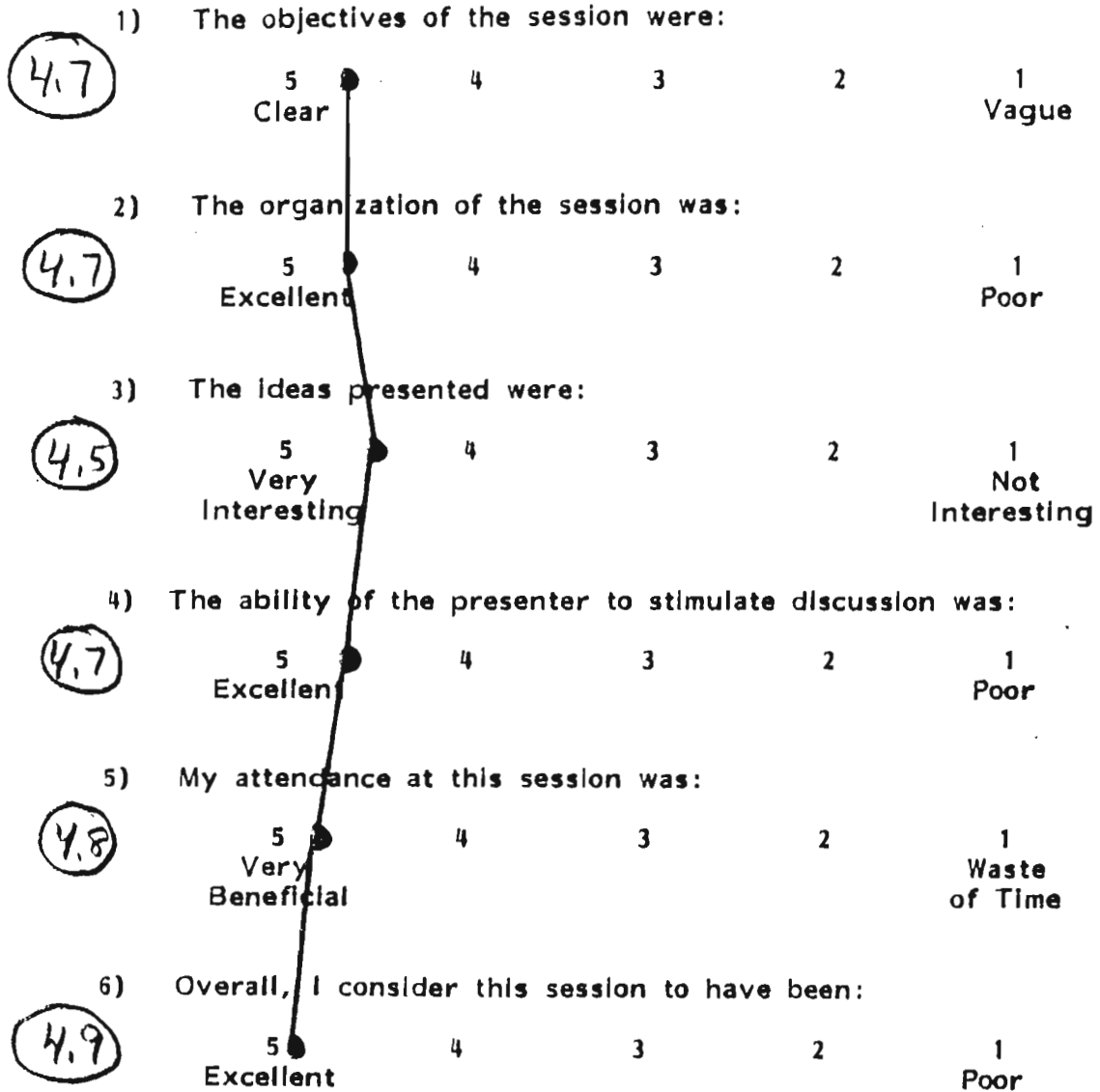
Participant Comments

- 1) "Very good for all to hear and be on the same page – need to get staff and council together"

- 2) "Was not a waste of time"

**CITY OF DELANO
COUNCIL MEMBERS AND DEPARTMENT HEADS
2011 LEADERSHIP - PLANNING - TEAM BUILDING RETREAT**

SUMMARY EVALUATION



**CITY OF DELANO
COUNCIL MEMBERS AND DEPARTMENT HEADS
2011 LEADERSHIP - PLANNING - TEAM BUILDING RETREAT**

PARTICIPANT COMMENTS

- 1) "Great job Don!"
 - 2) "Fast moving – very interesting. Held my attention. Thanks Don!!"
 - 3) "Wish we'd had more time!"
 - 4) "Thanks for helping to gain consensus and draw ideas from our new council members. Another successful retreat."
 - 5) "Great job Don!"
 - 6) "Good job!"
 - 7) "I like the (TEAM) this class promoted"
 - 8) "This would be awesome for the entire utility commission to attend and participate"
- "Very rewarding. I came away with a lot of new insight and thoughts I will bring back to the utility."

CITY OF DELANO
 COUNCIL MEMBERS AND DEPARTMENT HEADS
 2009 LEADERSHIP - PLANNING - TEAM BUILDING RETREAT

SUMMARY EVALUATION

④ 4.9	1) The objectives of the session were:	5 Clear	4	3	2	1 Vague
④ 4.8	2) The organization of the session was:	5 Excellent	4	3	2	1 Poor
④ 4.9	3) The ideas presented were:	5 Very Interesting	4	3	2	1 Not Interesting
④ 4.8	4) The ability of the presenter to stimulate discussion was:	5 Excellent	4	3	2	1 Poor
④ 4.8	5) My attendance at this session was:	5 Very Beneficial	4	3	2	1 Waste of Time
④ 5.0	6) Overall, I consider this session to have been:	5 Excellent	4	3	2	1 Poor

**CITY OF DELANO
COUNCIL MEMBERS AND DEPARTMENT HEADS
2009 LEADERSHIP - PLANNING - TEAM BUILDING RETREAT**

PARTICIPANT COMMENTS

- 1) "Thanks for another wonderful retreat, Don. I appreciate that you keep us informed on new leadership materials."
- 2) "Moved very quickly. Always interesting! Good to have new goals."
- 3) "Thank you, Don! Great job!"
- 4) "Way to keep it moving forward – not always easy with our group. Positive, refreshing experience. Breath of fresh air."
- 5) "Don kept us on task – which sometimes was a difficult task"
- 6) "Great job!"
- 7) "Should happen sooner after new council is seated. Should be mandatory for staff (100% attendance)"

**ROSEAU COUNTY
BOARD OF COMMISSIONERS AND DEPARTMENT HEADS
2007 LEADERSHIP - PLANNING - TEAM BUILDING RETREAT**

SUMMARY EVALUATION

- | | | | | | | |
|-------|---|---|---|---|---|--------------------|
| 1) | The objectives of the session were: | 5 | 4 | 3 | 2 | 1 |
| (4.6) | Clear | ● | | | | Vague |
| 2) | The organization of the session was: | 5 | 4 | 3 | 2 | 1 |
| (4.7) | Excellent | ● | | | | Poor |
| 3) | The ideas presented were: | 5 | 4 | 3 | 2 | 1 |
| (4.7) | Very
Interesting | ● | | | | Not
Interesting |
| 4) | The ability of the presenter to stimulate discussion was: | 5 | 4 | 3 | 2 | 1 |
| (4.7) | Excellent | ● | | | | Poor |
| 5) | My attendance at this session was: | 5 | 4 | 3 | 2 | 1 |
| (4.4) | Very
Beneficial | ● | | | | Waste
of Time |
| 6) | Overall, I consider this session to have been: | 5 | 4 | 3 | 2 | 1 |
| (4.6) | Excellent | ● | | | | Poor |

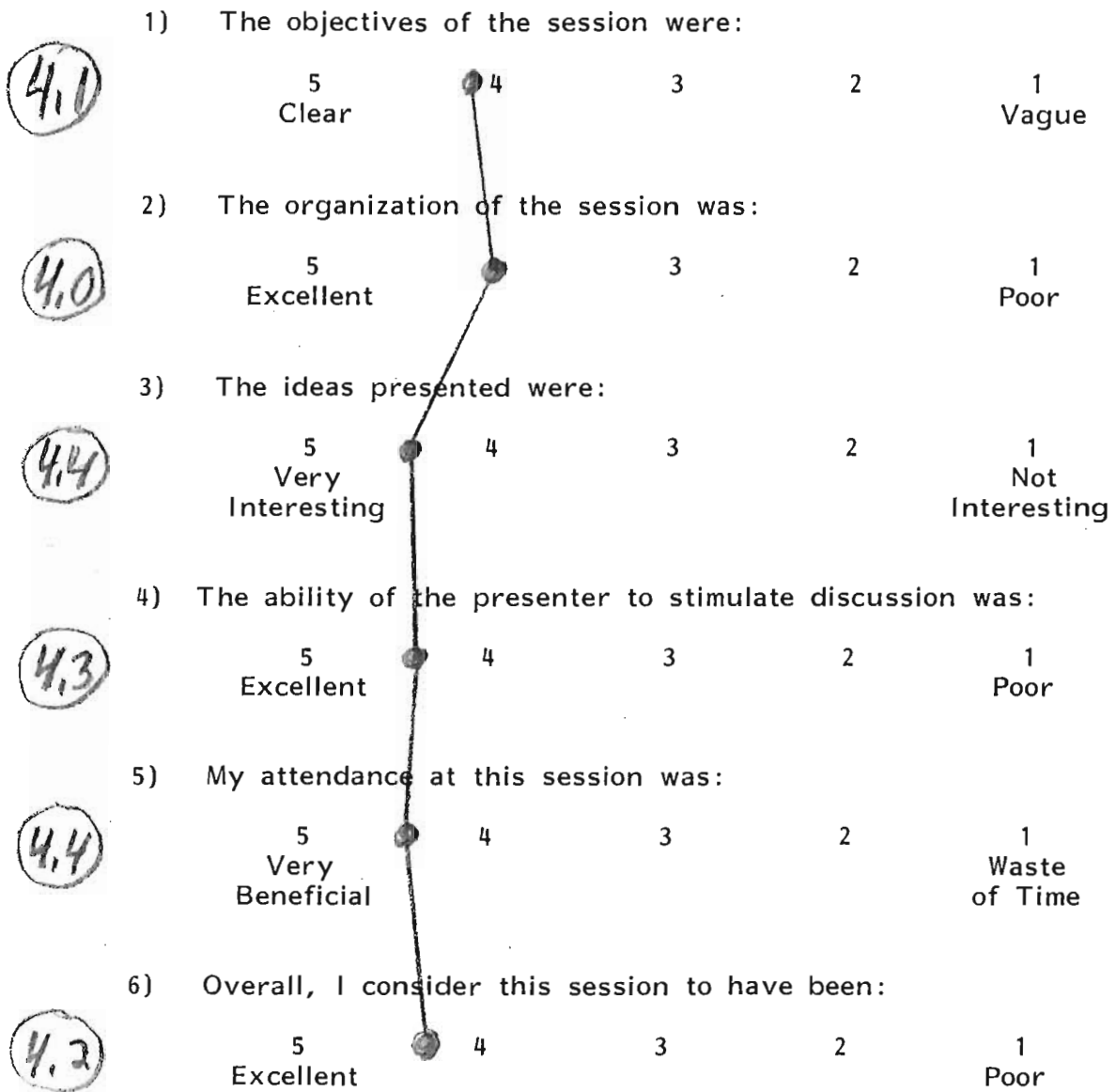
**ROSEAU COUNTY
BOARD OF COMMISSIONERS AND DEPARTMENT HEADS
2007 LEADERSHIP - PLANNING - TEAM BUILDING RETREAT**

PARTICIPANT COMMENTS

- 1) "Very insightful. Thanks, Don!"
- 2) "Presentation was well put together and interesting"
- 3) "Well done"
- 4) "Good job"

**LAKE OF THE WOODS COUNTY
BOARD OF COMMISSIONERS AND DEPARTMENT HEADS
2007 LEADERSHIP - PLANNING - TEAM BUILDING RETREAT**

EVALUATION SUMMARY



**LAKE OF THE WOODS COUNTY
BOARD OF COMMISSIONERS AND DEPARTMENT HEADS
2007 LEADERSHIP - PLANNING - TEAM BUILDING RETREAT**

PARTICIPANT COMMENTS

- 1) "The session was very helpful and efficient"
- 2) "Very good"
- 3) "With the group you had, you did well"
- 4) "Great stuff – suited to our county needs. Excellent. Thanks."
- 5) "Good starting point"
- 6) "Lots of information shared in short amount of time. Really should have a follow up session in a couple of weeks so follow through is ensured."
- 7) "Groups should change more frequently"

CITY OF ST. CLOUD
 COUNCIL – MAYOR – CITY ADMINISTRATOR
 2005 LEADERSHIP – GOAL SETTING – PLANNING RETREAT

SUMMARY EVALUATION

1)	The objectives of the session were:	5	4	3	2	1
(4.8)	Clear					Vague
2)	The organization of the session was:	5	4	3	2	1
(4.6)	Excellent					Poor
3)	The ideas presented were:	5	4	3	2	1
(4.5)	Very Interesting					Not Interesting
4)	The ability of the presenter to stimulate discussion was:	5	4	3	2	1
(4.6)	Excellent					Poor
5)	My attendance at this session was:	5	4	3	2	1
(4.6)	Very Beneficial					Waste of Time
6)	Overall, I consider this session to have been:	5	4	3	2	1
(4.7)	Excellent					Poor

CITY OF ST. CLOUD
COUNCIL – MAYOR – CITY ADMINISTRATOR
2005 LEADERSHIP – GOAL SETTING – PLANNING RETREAT

PARTICIPANT COMMENTS

- 1) "Excellent Session! Very productive and helped build relationships (had fun, too). Helped position us for success."
- 2) "Best session ever -- liked free flow of discussion and openness by all to listen to the ideas of others."
- 3) "Good refocusing on the what, why, and how of our work!"
- 4) "I'm thinking we have once more found a path and strategies. It is in our hands now. Thanks, Don."
- 5) "Don -- I was impressed with your presentation."
- 6) "I appreciated Don coming back as we used last year's goals (and reviewed what we had accomplished) to set our goals for this year. Very important. Thanks."
- 7) "We need to get to goal setting and action steps a little faster -- before people burn out."
- 8) "Wish more time spent on relationship of council with the mayor, as well as council agendas and council meetings."

CITY OF ST. CLOUD
 COUNCIL – MAYOR – CITY ADMINISTRATOR
 2004 LEADERSHIP – GOAL SETTING – PLANNING RETREAT

SUMMARY EVALUATION

(4.7)	1) The objectives of the session were:	5 Clear	4	3	2	1 Vague
(4.6)	2) The organization of the session was:	5 Excellent	4	3	2	1 Poor
(4.7)	3) The ideas presented were:	5 Very Interesting	4	3	2	1 Not Interesting
(4.7)	4) The ability of the presenter to stimulate discussion was:	5 Excellent	4	3	2	1 Poor
(4.7)	5) My attendance at this session was:	5 Very Beneficial	4	3	2	1 Waste of Time
(4.8)	6) Overall, I consider this session to have been:	5 Excellent	4	3	2	1 Poor

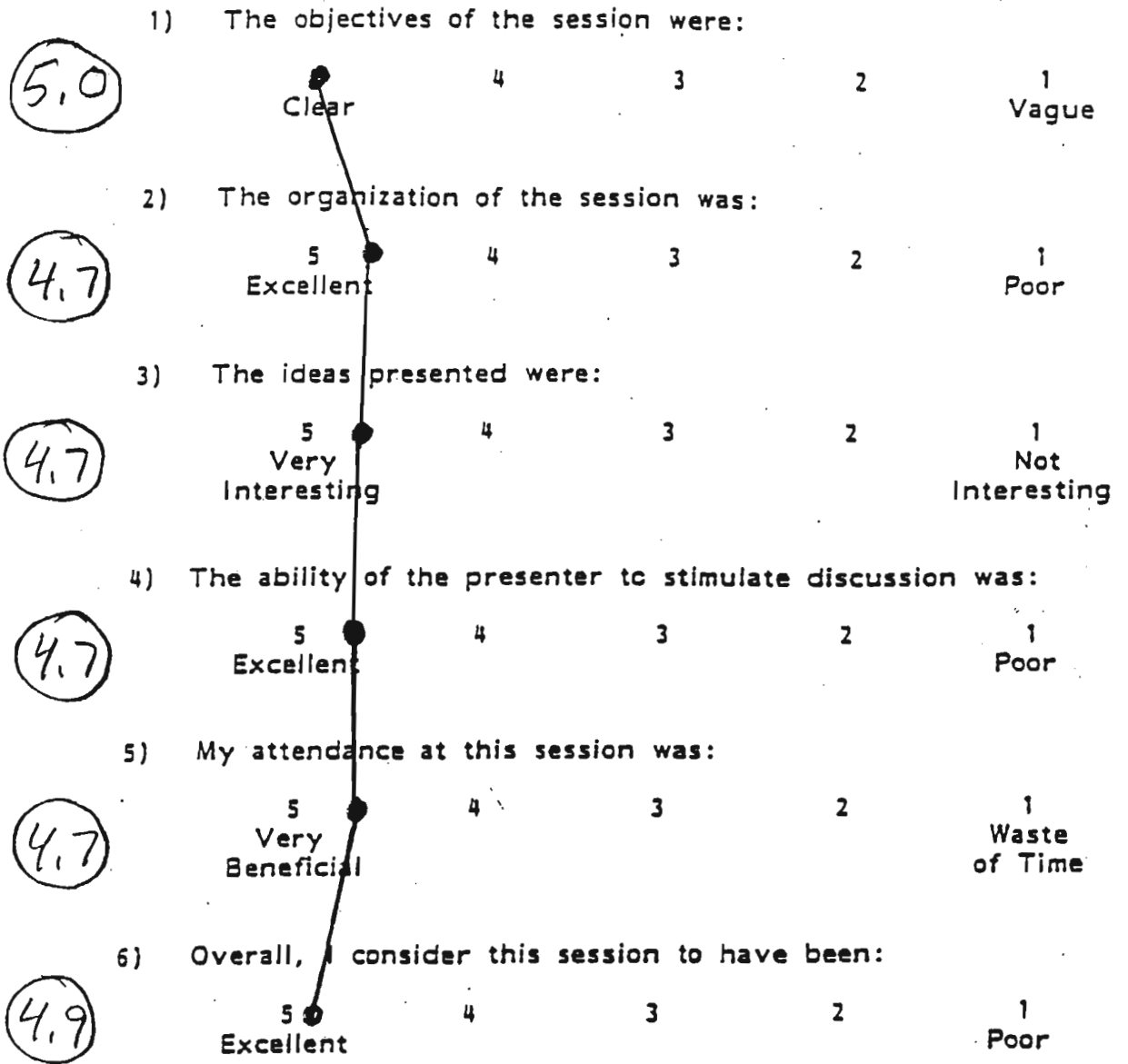
CITY OF ST. CLOUD
COUNCIL – MAYOR – CITY ADMINISTRATOR
2004 LEADERSHIP – GOAL SETTING – PLANNING RETREAT

SUMMARY EVALUATION

- 1) "We need this kind of retreat every year!"
- 2) "Thanks very much, Don"
- 3) "This was one retreat that exceed the others"
- 4) "We need to schedule additional time soon to finish"
- 5) "I've been with you before, Don, and today was very effective, beneficial, and rewarding. Excellent!"
- 6) "Enjoyed and felt it was well worth it. You lead effectively. Thanks"
- 7) "Very interactive – your experience on both sides as trainer and former elected official was really beneficial. Thanks!"
- 8) "This retreat seemed to cause me to look at myself as a person as I relate to my responsibilities and my peers. The information was macro instead of micro – we have argued over details in past retreats as opposed to the big picture"
- 9) Don, thanks for your leadership and support. The time was valuable, and I will get reading the books to develop my skills.

CITY OF DELANO
2001 LEADERSHIP - TEAM BUILDING RETREAT

SUMMARY EVALUATION



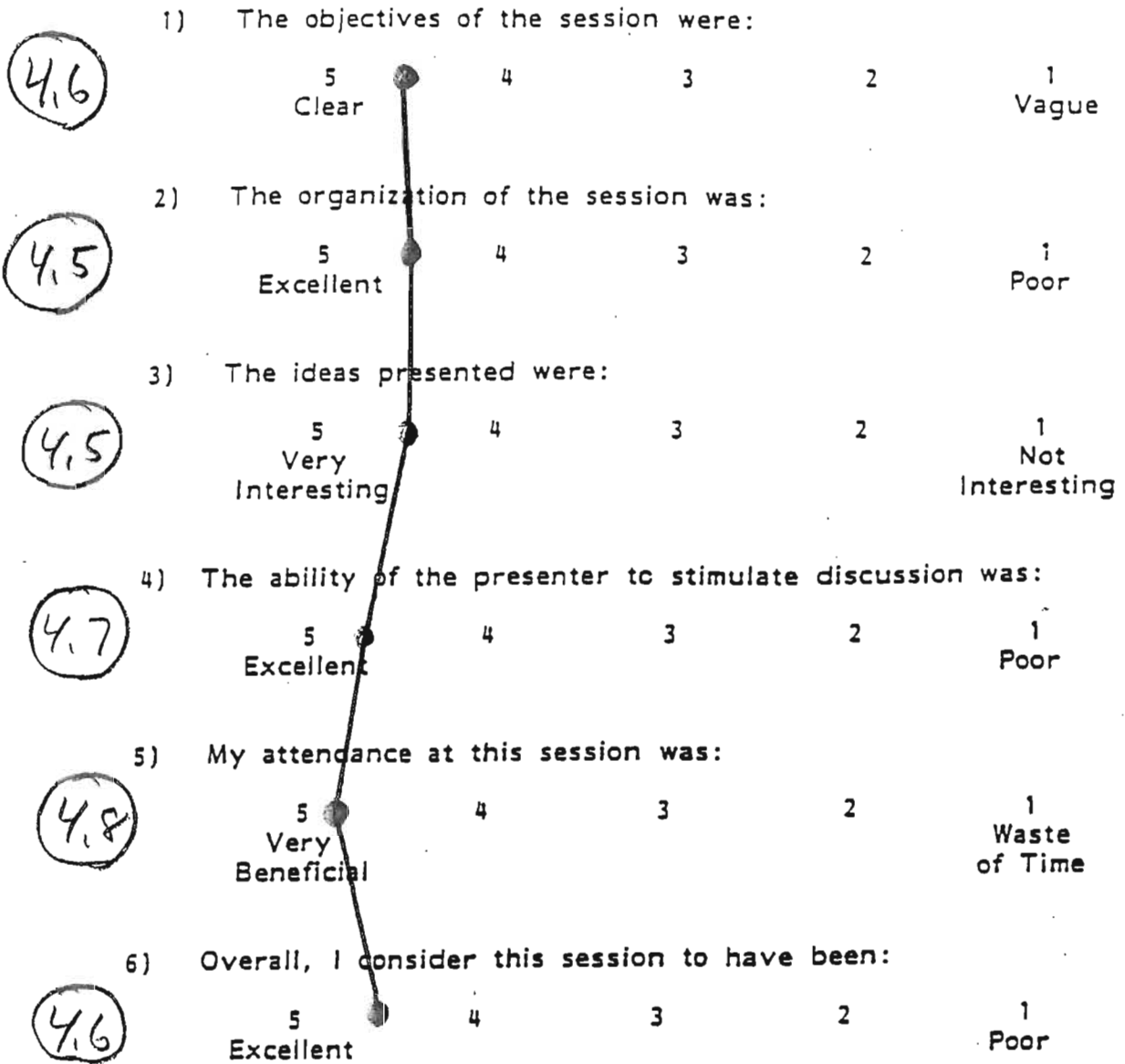
CITY OF DELANO
2001 LEADERSHIP - TEAM BUILDING RETREAT

PARTICIPANTS' COMMENTS

- 1) "Excellent work, Don! Very beneficial. Thank you and God bless"
- 2) "Thanks so much, Don! I feel very fortunate to be able to participate"
- 3) "We need to have this type of retreat on a regular basis"
- 4) "Don – you did an excellent job, and I am pleased with what we were able to accomplish in such a short period of time. You do a great job, and again, thanks!

CITY OF BROOKINGS
DEPARTMENT HEAD
2001 LEADERSHIP - GOAL SETTING - PLANNING RETREAT

SUMMARY EVALUATION



CITY OF BROOKINGS
DEPARTMENT HEAD
2001 LEADERSHIP - GOAL SETTING - PLANNING RETREAT

PARTICIPANTS' COMMENTS

- 1) "Need to do every year! I was unsure of the value of this session before I came. I now feel it was very beneficial."
- 2) "Exceeded expectations for goal setting retreat. Good chance to interact."
- 3) "Really appreciate the self-confident but low-key, casual presentation."
- 4) "Came at a good time. Group was very receptive. Comfort level with Don is excellent. Allows for sharing, etc. Needed the affirmation. Thank you."
- 5) "The timing of this retreat happened to be excellent for me and the team. I think you will find the team will be appreciative of the process and the product. We really needed it and will follow through."
- 6) "Don is very good with all of the information he gives to us and is very professional. He handles a group in a very relaxed manner."
- 7) "It was tough at times, but it all came together as an excellent final product. I'm anxious to start working on our goals."
- 8) "I didn't know what to expect when we first started out. This has been a very stimulating process. I feel now that there is a chance to improve relations with the city council."
- 9) "I started off not really wanting to be here, but this was very good for, not only me, but for the whole group."
- 10) "Important to continue such retreats."



County Board
County of Peoria

Room 101 • Peoria County Courthouse • Peoria, Illinois 61602
Phone (309) 672-6056

TO WHOM IT MAY CONCERN:

In January of 1984, Donald Salverda conducted the first professionally managed planning session ever held for members of the Peoria County Board. Don's organizational skills, humor, and enthusiasm were of invaluable assistance to us as we developed a coherent set of goals for the County. This, of itself, was a major and significant accomplishment for our diverse, 27-member Board.

Don's work is much appreciated by our Board and by its staff.

Sincerely,

Gary F. Stella
Chairman
Peoria County Board

David J. Krings
County Administrator
Peoria County

When was the last time that you were part of a truly great meeting?



LET AMC HELP WITH DISCOUNTED RATES FOR PROFESSIONAL MEETING FACILITATION SERVICES EXCLUSIVELY FOR AMC MEMBERS!

Many meetings end up being a lot of talking without many results. Bringing in a trained facilitator is essential to making the most of your meetings and that's why the Association of Minnesota Counties is now offering this new service to AMC member counties.

FACILITATION IS A POWERFUL TOOL THAT HELPS GROUPS MORE EFFECTIVELY AND EFFICIENTLY ACHIEVE THEIR PURPOSE.

Under the leadership of a skilled facilitator, meetings, team building sessions, and training classes achieve better results because an outside meeting facilitator changes the established group dynamics and hierarchy, which allows participants to contribute and interact differently than they would in an unfacilitated setting. When the balance of power is altered under the guidance of a neutral facilitator, new thoughts and ideas tend to emerge and the meeting's value increases.

"There are just times when an issue comes up that is hard to get a handle on. Faribault County found it helpful to have an independent party come in and facilitate a meeting to get all points of view heard and to keep the process moving in a positive way. AMC has done this for us and it worked out very well."

Tom Warmka, Faribault County Commissioner

"Have you ever tried to put a group of elected officials and senior managers in a room for a day and ask them to come up with a shared vision for their organization?"

Our facilitator kept us on task by asking thoughtful questions and encouraging consensus. Not only was it painless, it was very productive.

The daylong investment will reap substantial dividends in the days ahead."

Rachel Reabe Nystrom, Crow Wing County Commissioner

FACILITATORS ASK QUESTIONS, LISTEN AND GUIDE THE PROCESS.

The facilitator is not a consultant bringing expertise into the discussion on specific subjects. The group provides the expertise on the subject and the facilitator is the unbiased guide. The facilitator's job ends when the process is complete and they do not participate in the implementation of the change. The success of the facilitation process is measured by the people in the room.



"We hired Toni to facilitate a discussion on how Southeast Minnesota jails could work together more efficiently. With her help the process was focused, driven, and we accomplished timely goals with respect to everyone's busy schedules."

Scott Arneson, Goodhue County Administrator

SET THE STAGE FOR SUCCESS BY HAVING TONI SMITH, AMC'S EDUCATION DIRECTOR, FACILITATE YOUR NEXT IMPORTANT MEETING.

Let Toni's years of professional meeting facilitation experience with the University of Minnesota Extension Service lead your group to:

- Have Clear, Open Discussions
- Explore New Ideas
- Analyze Options
- Make Determined Decisions
- Define Goals
- Assign Responsibilities
- Set Timelines For Follow-Up Actions

TYPES OF MEETINGS:

- Strategic Planning
- Collaborative Meetings
- Issue Identification Meetings
- Board or Staff Work Sessions
- Controversial Issue Discussion

DISCOUNTED FACILITATION RATES:

AMC is providing this quality service to member counties at a significantly reduced rate from anything you could find in the private sector.

AMC Member Rates for actual facilitation plus all pre-meeting preparation:

- Half-Day Meeting (Up to 4 Hours): \$400*
- Full-Day Meeting (4-8 Hours): \$700*

*Additional expenses include mileage, meals and lodging, if applicable.

Contact Us Today to Discuss Your Meeting Needs & Options!

Toni Smith, Education Director : 651-789-4335 or email tsmith@mncounties.org.

McLeod County Work Plan
February, 2013

Facilitator

David Unmacht is Director of Springsted's Organizational Management/Human Resources group. He is a long time local government professional with more than 15 years of county administration experience, having worked for Scott and Dakota counties, Minnesota. He has also worked as City Manager in Prior Lake and City Administrator in Belle Plaine, Minnesota. He works closely with municipal and county governments in many different fields including executive searches, organizational development, intergovernmental collaborations, facilitation services, goal setting and strategic planning. He has a master's in Public Administration from Drake University in Iowa and a bachelor's degree in Business Administration and Political Science from Wartburg College in Iowa.

Mr. Unmacht was the recipient of the Minnesota Association of County Administrators (MACA) Joe Ries Excellence in County Management Award in 2000 and the Minnesota City/County Management Association (MCMA) Award for Management Excellence in 2006. Mr. Unmacht is also a Credentialed Manager with the International City/County Management Association (ICMA) and a community faculty member with Metropolitan State University in Saint Paul, Minnesota. He taught a course in the summer and fall of 2011 on leading and managing organizational change in the public and non-profit sectors.

Within the past four years he has been the lead facilitator on over 25 strategic planning and goal setting projects. He is recognized for his high energy, engaging and informative presentations, and interactive work sessions. He has a crisp and clean writing style and can easily grasp ideas and concepts and put them into perspective and context appropriate and relevant to the County Board.

Mr. Unmacht has partnered with a variety of counties and county related agencies in long range planning and facilitation. These include:

- Anoka County
- Association of Minnesota Counties
- Carver County
- Dakota County
- Dakota County Community Development Agency
- Dodge County
- Hennepin County
- Kandiyohi County
- Kittson County
- Minnesota Association of County Administrators
- Polk County, Minnesota
- Polk County, Iowa
- St. Louis County
- Todd County
- Washington County

In addition, he has performed other organizational development (executive search or organizational assessments) work that has allowed him to partner with many other counties including Becker, Beltrami, Houston, Mille Lacs, Nobles, Ramsey, Renville, Sibley, Steele, Wabasha, Winona and Yellow Medicine counties. References and contact information are available upon request.

Benefits of a Strategic Plan

Strategic planning should not be complicated and confusing. In short, it is simply a deliberate and intentional engagement to understand where the County has been, where you are today and where you want to go in the future. A strategic planning experience including the process and outcomes are effective tools in four distinct ways:

- **Decision-making** — to assist you in making choices about the County
- **Leadership** — to assist you in identifying and establishing strategies
- **Management** — to operationalize your plans and accountabilities
- **Communication** — to inform others about your plans and priorities

There are many clear benefits to a strategic planning process. A sample of them includes the following:

- Strengthen relationships within the County
- Provide a road map to get where you want to go
- Improve ability to focus on the most important priorities and issues
- Provide direction on where to allocate limited resources
- Improve accountability and capacity to measure performance and outcomes

Facilitation Philosophy

We believe you will find each of these qualities in Mr. Unmacht's work with McLeod County:

- Organized and effective meeting management
- Extensive knowledge of county government
- Flexible process to adapt to needs and goals
- Value added contributions to the work sessions and discussions
- Fair, objective and impartial to all participants
- Stimulate and encourage open discussion and creative ideas
- Positive, easy-going and enjoyable to work with
- Excellent communicator

Anticipated Cost

A cost for facilitating a planning process is a function of expectations and time. For budget and planning purposes, a four hour session is \$1,500 and a full day (six to eight hour) session is \$2,000. This includes all advanced planning, preparation, facilitating and drafting of the plan. Once a scope is determined and the process established a set fee can be determined. I am available at any time to meet with the County Board to discuss my background, experience, and to answer any questions you may have about the process.

Attachment B – RESOLUTION 13-CB-10 SUPPORTING APPLICATION

WHEREAS, McLeod County supports the grant application made to the Minnesota Department of Natural Resources for the Local Trail Connections Program. The application is to design and construct Section 2 of the Buffalo Highlands Trail. The trail is located within McLeod County, and

WHEREAS, McLeod County recognizes the twenty-five (25) percent match requirement for the Local Trail Connections Program, and has applied for the remaining funds through the DNR's 2013 Federal Recreational Trail Program to fulfill this requirement.

NOW, THEREFORE, BE IT RESOLVED, if McLeod County is awarded a grant by the Minnesota Department of Natural resources, McLeod County agrees to accept the grant award, and may enter into an agreement with the State of Minnesota for the above referenced project. McLeod County will comply with all applicable laws, environmental requirements and regulations as stated in the grant agreement, and

BE IT FURTHER RESOLVED, the County Board of McLeod County names the fiscal agent for McLeod County for this project as:

Cindy Schultz
McLeod County
2391 Hennepin Ave N
Glencoe, MN 55336
Phone: (320) 864-1210
Email: cindy.schultz@co.mcleod.mn.us

BE IT FURTHER RESOLVED, McLeod County has been assured by the Cities of Glencoe and Plato that the Buffalo Highland Trail will be maintained for a period of no less than 20 years,

PASSED AND ADOPTED BY THE COUNTY BOARD OF THE MCLEOD COUNTY THIS ____ DAY OF _____, 2013.

ATTEST:

Project #



LOCAL TRAIL CONNECTIONS PROGRAM 2013 Grant Application

1) GENERAL CONTACT INFORMATION:

Grant Applicant (Unit of Government Required):	McLeod County
Contact Person:	John Brunkhorst
Contact Title:	Highway Engineer
Mailing Address:	1400 Adams Street Hutchinson, MN 55350
Phone:	(320) 484-4355
E-mail address:	john.brunkhorst@co.mcleod.mn.us
<i>If the project has a trail club, organization, or project partner, please include below:</i>	
Organization/Club Name:	City of Glencoe
Contact Person:	Mark Larson
Contact Title:	City Administrator
Mailing Address:	1107 11 th Street East, Suite 107 Glencoe, MN 55336
Phone:	(320) 864-6500
E-mail address:	mlarson@ci.glencoe.mn.us

2) GENERAL PROJECT INFORMATION:

Project Name:	Buffalo Highlands Trail
Project Summary (30 words or less):	The project completes Section 2 of the Buffalo Highlands Trail constructing 1.75 miles of trail. The trail connects the City of Glencoe, City of Plato, and Helen Township within McLeod County.
Project Completion Date:	June 2015

3) FINANCIAL INFORMATION:

Grant Request:	\$150,000	Source of Cash Match (describe below in the box next to \$ amount):	Are these match funds secured? (Check below):	
			YES	
Non-State Cash Matching Funds (25% cash match required):	\$143,407	DNR Federal Recreational Trail program (2013 request)		\$150,000
	\$400,000	Federal SAFETEA-LU	X	\$400,000
Total Project Cost:	\$693,407	(Grant Request + Matching Funds must = Total Project Cost)		
If this project has received federal funding through the Enhancements Program, please indicate which year the project is programmed for construction?			FFY:	2016

4) PROJECT LOCATION:

County Project is Located:	McLeod
State Legislative (House) District:	18B
State Senate District:	18
State House Representative:	Glenn Gruenhagen
State Senator:	Scott Newman
Congressional District:	7

5) MEASURABLE TARGETS/OUCOMES:

It is now required that measurable targets and outcomes be collected for your project. Complete the boxes below on the right with exactly how many miles of trail that will be acquired, newly developed or existing trail miles improved, along with the number of trailhead facilities, bridges, and/or culverts that will be developed or restored as part of the project. After the project is complete the measurable outcome will be compared with the target you include here.	
Trail Miles to be Acquired:	
New Trail Miles to be Developed/Created:	1.75 miles
Existing Trail Miles to be Restored or Improved:	
Number of Trailhead Facilities to be Developed or Restored:	
Number of Trail Bridges/Culverts to be Developed or Restored:	

6) RECREATIONAL USES FOR PROJECT:

Below, indicate which primary and secondary recreation uses will directly benefit from the proposed project:		
Primary Use	Secondary Use	
X		Walking/Hiking
X		Bicycling
	X	Mountain Bicycling
		Horseback Riding
	X	Cross-Country Skiing
X		In-Line Skating
		Snowmobiling
		ATV Riding
		Off-Highway Motorcycling
		4 X 4 Trucking
		Other (specify):

7) PROJECT DESCRIPTION:

Provide a description sufficient enough to understand the project. Indicate prominently whether this is primarily a new trail or facility development request, an enhancement to an existing trail or facility, or an acquisition. Make sure to include the design specifics of the project, such as the trail width (paved multi-use bicycle/pedestrian trails must be at least 10 feet wide). Include how this project will be immediately available for use by the general public. If this project is a phase of a larger project, make sure to describe how it fits into the larger plan, however, focus specifically on how the grant funds will be used. Also, explain why it is important for this project to be funded. Use the box below.

Planned Trail Route:

The trail is a multi-use non-motorized trail connecting the City of Glencoe, City of Plato, and Helen Township within McLeod County. Section 1 of the trail begins in Glencoe at the intersection of US Highway 212 and Morningside Drive. From here the trail travels east along the eastbound right-of-way of US Highway 212 to CASH 1.

Section 2 begins at CSAH 1 traveling east to the Buffalo Creek highway overpass bridge. From here the trail proceeds north underneath the overpass bridge to the westbound right-of-way of US Highway 212. At this point, the Buffalo Highlands Recreational Trail the trail travels to the west approximately 750 feet connecting to Boone Avenue. This connection trail will provide an immediate link to the City of Plato.

Section 3 of the Buffalo Highlands Trail will include a pedestrian bridge over the Buffalo Creek and construction of the final trail segment, which will travel east along the westbound right-of-way of US Highway 212 to the City of Plato.

Current Status:

Construction of Section 1 was completed in 2012 with funding from the City of Glencoe, DNR Local Trail Connections program, and Federal SAFETEA-LU program. The City of Glencoe held a community walk, run, and bike event in October, 2012 to celebrate the trail's opening with approximately 200 participants. The trail has received high usage ever since. The City of Glencoe has agreed to remove snow from the trail, which is making the trail available year round providing a direct link to McLeod County's Buffalo Creek Park. The trail also connects directly to the City of Glencoe's trail system and the adjacent recreational facilities.

McLeod County has obtained 2016 Federal SAFETEA-LU funding to complete Section 2. This funding is available to be released on or after July 1st, 2015. McLeod County, serving as the fiscal agent, is seeking funding from the DNR to complete Section 2. Applications are being submitted to the DNR's Federal Recreational Trail and Local Trail Connections programs to close the identified gap (see question three). Securing funding will allow Section 2 to be completed, which will provide an immediate link to the City of Plato.

Estimated Construction Cost
Buffalo Highlands Trail Section 2
City of Glencoe, Minnesota
SEH No. GLENC 119996

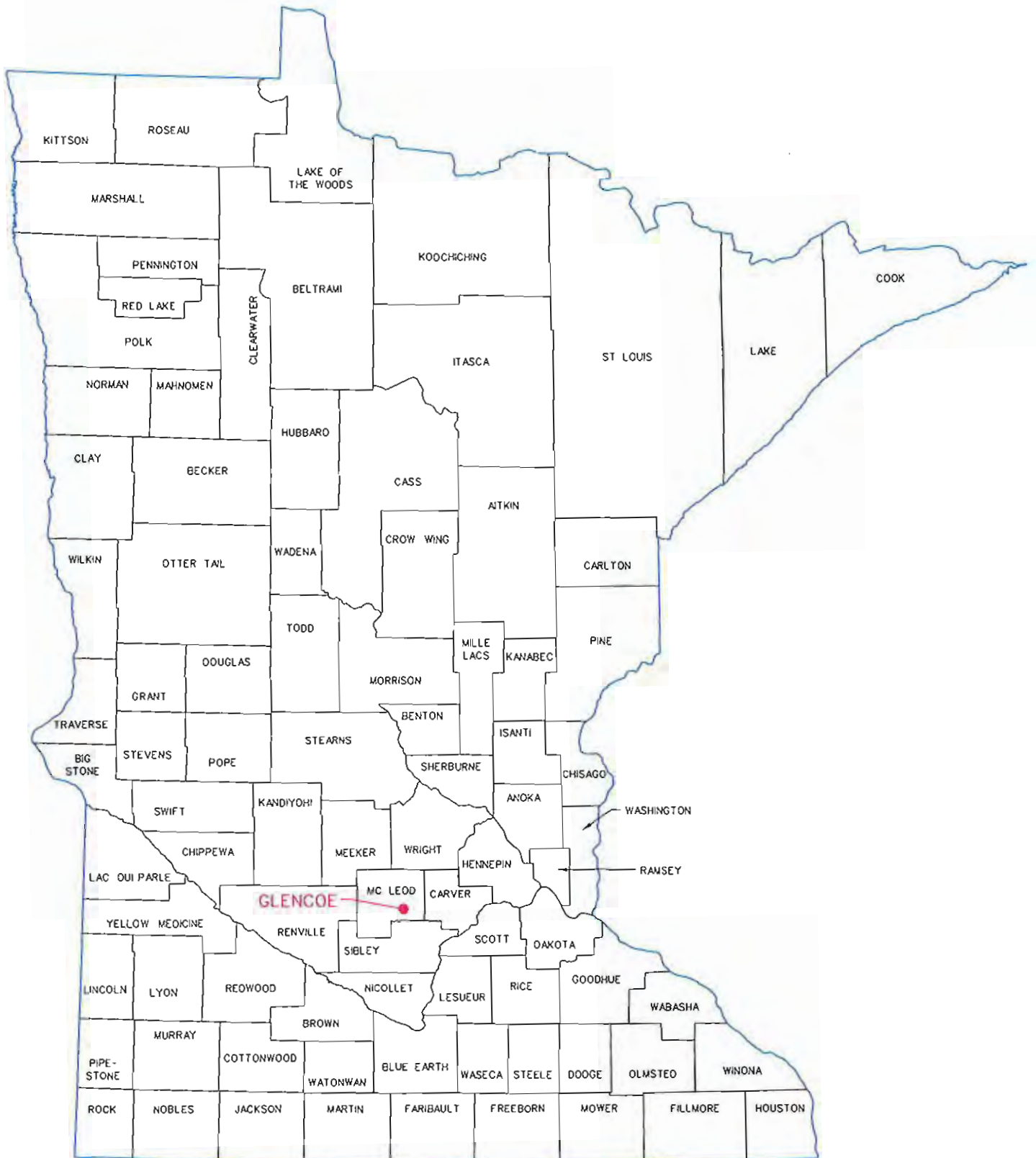
January 31, 2012

Item No.	Item	Unit	Est. Qty	Unit Cost	Total Cost
Trail, Street, Culverts, Curb and Gutter					
2021.501	Mobilization	LS	1.0	\$15,000.00	\$15,000.00
2101.501	Clearing & Grubbing	Each	5.0	\$500.00	\$2,500.00
2104.505	Remove Bituminous Pavement	S.Y.	20	\$10.00	\$200.00
2104.509	Remove Culvert Apron (18"-24")	Each	6	\$200.00	\$1,200.00
2104.513	Sawing Bituminous Pavement	L.F.	150	\$2.00	\$300.00
2104.523	Salvage Sign	Each	4	\$50.00	\$200.00
2105.525	Topsoil Borrow (C.V.)	C.Y.	700	\$35.00	\$24,500.00
2105.501	Common Excavation (P)	C.Y.	7,538	\$10.00	\$75,380.00
2112.501	Subgrade Preparation	Rdst	94	\$86.00	\$8,084.00
2118.501	Aggregate Surfacing, Class 5 (Field Entrances)	Ton	60	\$35.00	\$2,100.00
2211.501	Aggregate Base, Class 5	Ton	7,250	\$16.00	\$116,000.00
2357.502	Bituminous Material For Tack Coat (CSS-1H)	Gal	15	\$40.00	\$600.00
2360.501	Type SP 9.5 Wearing Course Mix (2,B) (SPWEA240B)	Ton	2,138	\$86.00	\$183,868.00
2501.511	18" RC Pipe Culvert Class III	L.F.	50	\$40.00	\$2,000.00
2501.511	24" RC Pipe Culvert Class III	L.F.	100	\$55.00	\$5,500.00
2501.515	18" RC Pipe Apron	Each	4	\$600.00	\$2,400.00
2501.515	24" RC Pipe Apron	Each	6	\$750.00	\$4,500.00
2503.602	Connect to Existing Storm Sewer (4"-24" Diameter Pipe)	Each	5	\$750.00	\$3,750.00
2506.501	Construct Drainage Structure Design 48-4020	L.F.	10.0	\$400.00	\$4,000.00
2506.501	Construct Drainage Structure Design G	L.F.	6.0	\$400.00	\$2,400.00
2506.516	Casting Assembly (Casting #1)	Each	1	\$700.00	\$700.00
2506.516	Casting Assembly (Casting #3)	Each	3	\$700.00	\$2,100.00
2511.501	Cl 3 Riprap	C.Y.	125	\$100.00	\$12,500.00
2521.501	4" Concrete Walk (Under Bridge)	S.F.	4,275	\$6.00	\$25,650.00
2521.501	6" Concrete Walk Pedestrian Ramp (w/6" Agg Base)	S.F.	630	\$6.00	\$3,780.00
2531.501	Concrete Curb, V-Style	L.F.	150	\$35.00	\$5,250.00
2531.618	Truncated Domes	S.F.	100	\$45.00	\$4,500.00
2563.601	Traffic Control	L.S.	1	\$2,500.00	\$2,500.00
2564.531	Sign Panels Type C	S.F.	90	\$40.00	\$3,600.00
2564.602	Install Salvaged Sign	Each	4	\$125.00	\$500.00
2573.502	Silt Fence, Type Preassembled	L.F.	6,000	\$1.50	\$9,000.00
2573.502	Category 2 Bioroll	L.F.	600	\$3.00	\$1,800.00
2573.530	Storm Drain Inlet Protection	Each	6	\$175.00	\$1,050.00
2573.602	Temporary Rock Construction Entrance	Each	4	\$650.00	\$2,600.00
2575.505	Turf Restoration	Ac	9	\$1,000.00	\$9,000.00
2575.523	Erosion Control Blanket, Category 3 (Jute Netting)	S.Y.	6,000	\$1.50	\$9,000.00
2575.523	Erosion Stabilization Mat, Class 1	S.Y.	600	\$3.50	\$2,100.00
2582.503	12" Solid Line White-Paint (Crosswalk)	L.F.	240	\$8.00	\$1,920.00
Subtotal					\$552,032.00
Storm Sewer					
2501.515	10" GS Apron	Each	3	\$100.00	\$300.00
2502.541	6" PE Corr. Perf. Pipe Drain and Coarse Filter Aggregate Material	L.F.	1,500	\$13.00	\$19,500.00
2503.511	10" PE Pipe Sewer	L.F.	200	\$18.00	\$3,600.00
2506.502	Construct Drainage Structure (10" PVC Inline w/Grate)	Each	6	\$400.00	\$2,400.00
2506.502	Construct Drainage Structure (6" PVC Cleanout)	Each	7	\$125.00	\$875.00
2506.516	Casting Assembly (Casting #2)	Each	2	\$850.00	\$1,700.00
2506.604	Construct Filtration Basin	Each	6	\$3,000.00	\$18,000.00
Subtotal					\$46,375.00
Estimated Construction Costs					\$598,407.00
Estimated Engineering Costs					\$95,000.00
Total Estimated Project Costs					\$693,407.00

9) PROJECT LOCATION MAP:

It is important for reviewers to have an idea of where in the state and/or your region the project being proposed is located. This map must be 8 ½" X 11" in size ONLY, should be in color, and be able to show where the project is generally located within the state or region. So typically the scale of this map is very large. Insert the map here.

GLENCOE, MINNESOTA GENERAL LOCATION MAP



10) PROJECT SITE LEVEL MAP:

It is also important for the reviewers to be able to see where the project is located within the context of a city, county, park, etc. This map must be 8 ½" X 11" in size ONLY, should be in color, and should be effective at showing how the project fits within its specific context. The map must show existing trails/facilities, proposed trails/facilities as directly proposed as part of the project, and future trail/facility development/acquisition plans. Make sure to include a key to the map. A clear and high quality map is very important in explaining the project. The scale of this map is usually small. Insert the map here.

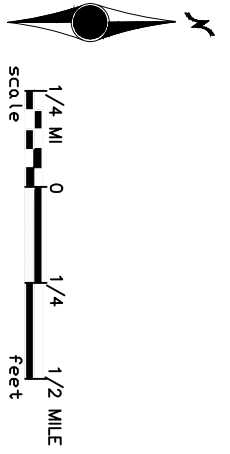
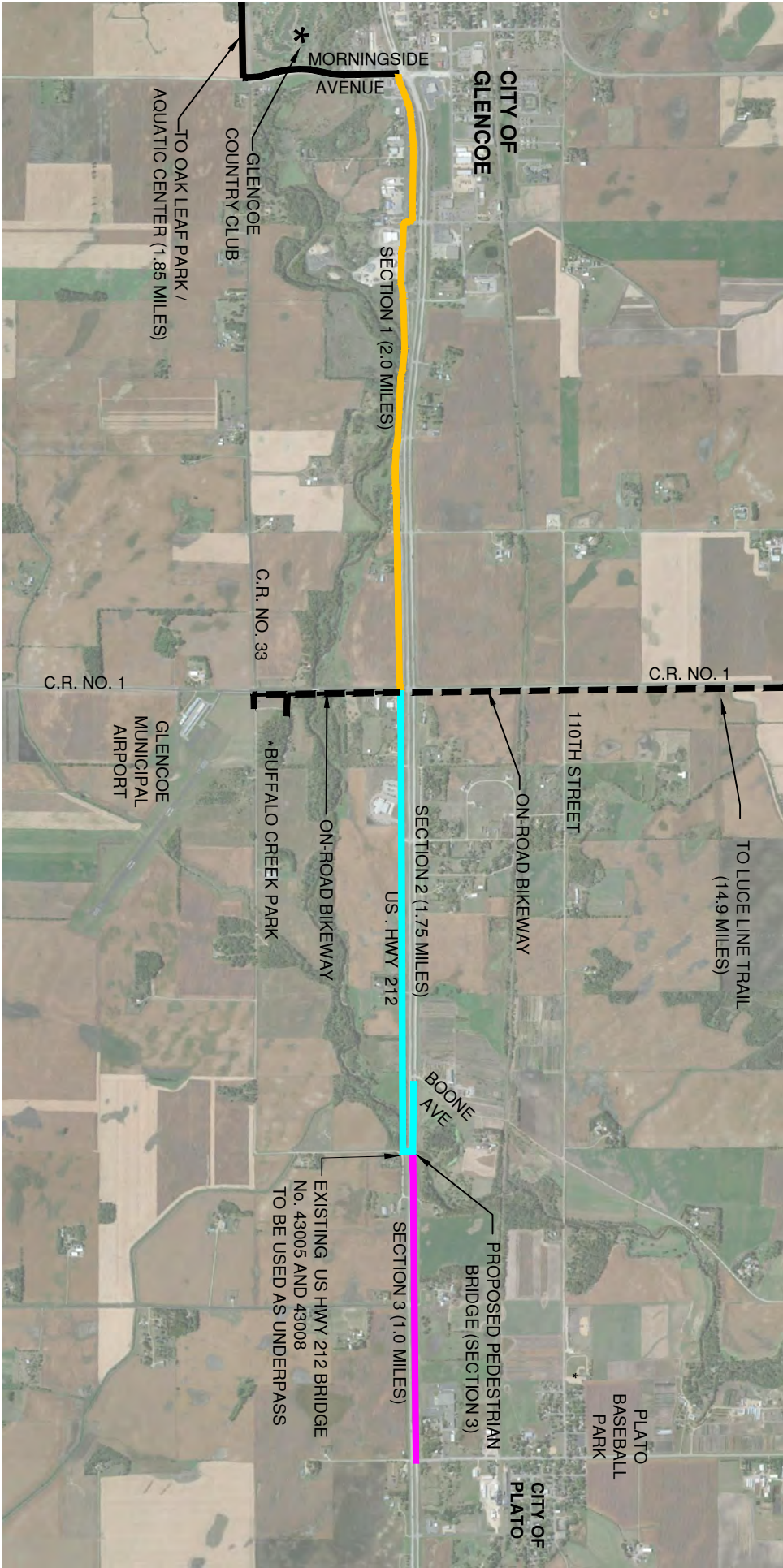
SEH
 PHONE: 877.316.7636
 102 MAIN STREET S.
 SUITE 211
 HUTCHINSON, MN 55350-0308
 www.sehinc.com

**GLENCOE & PLATO
 MCLEOD COUNTY, MINNESOTA**

**PROPOSED BUFFALO HIGHLANDS TRAIL
 ALL SECTIONS**

FILE NO.
 GLENC 110437
 DATE
 MARCH, 2012

1
 1



- SECTION 1 - FY 2012 (GRADING & BASE)
 FY 2013 (PAVING)
- SECTION 2 - FY 2016
 (GRADING & BASE, PAVING,
 ADDN. SIGNING & STRIPING)
- SECTION 3 - FUTURE
- EXISTING TRAIL SECTIONS
 FEBRUARY 2013
- EXISTING ON-ROAD BIKEWAY
 (SHOULDERS 4FT OR WIDER)
 FEBRUARY 2013



Eastbound right-of-way of US Hwy 212 traveling east from County Road 1 to Buffalo Creek overpass bridge



Eastbound right-of-way of US Hwy 212 looking east approaching Buffalo Creek overpass bridge



Eastbound right-of-way of US Hwy 212 looking east approaching Buffalo Creek overpass bridge



Looking south from the top of the eastbound overpass bridge viewing the location of the rest stop area



Underneath westbound bridge location
near trial showing 10' clearance
standing 25' from support pillars

11) SITE AND PROJECT QUALITY:

What considerations have been given to the needs of the intended trail user groups and are they appropriate for the location? What attractive features exist on site or within view of the proposed project that may bring in potential user groups to this project location? What other facilities (if any) are on site or within the trail corridor that enhances this project? Describe what attractive features exist on the site or within view. Use the box below.

As shown on the project site level map, the proposed trail is located along US Highway 212 in McLeod County. This segment of the road is a four lane highway that is heavily used by automobiles with a speed limit of 65 mph. Due to the high volume and speed of traffic, this off-road trail would provide a safe route for pedestrian and cyclist to travel between the Cities of Glencoe and Plato. The Buffalo Highlands Recreational Trail will provide an alternative to using the shoulders of this increasingly busy highway. With Helen Township and the City of Plato being part of the Glencoe-Silver Lake School District, this trail is important for local children that bike to the various schools that are located in Glencoe.

The proposed trail also avoids a direct on-road crossing of US Hwy 212 by having the trail travel underneath the Buffalo Creek overpass bridge. This is particularly important for the residents of Plato and Helen Township that reside on the north side of the US Hwy 212 that would be able to safely access a number of public facilities located on the south side of the highway.

From the trail's intersection, CSAH 1 serves as an on-road bike route providing a direct connection to the Buffalo Creek County Park to the south. This park includes hiking trails, ball diamond, nature areas, and a playground area. To the north, the on-road bike route connects to the Luce Line State Trail near Winsted.

Furthermore, Section 2 includes a pedestrian rest area adjacent to the Buffalo Creek highway bridge. The land that is to be used for this rest stop area is part of the US Highway 212 right-of-way. The design includes a span of fencing at this location to create a barrier with the embankment leading to the shoulder of US Highway 212.

The design for Section 2 includes a paved trail that ends at Boone Avenue. This provides an immediate link to the City of Plato from Boone Avenue and 110th Street. This allows residents of Plato to access the trail prior to the completion of the third and final phase.

The trail's location also provides a unique natural setting along the Buffalo Creek featuring the unique habitat and wildlife of the watershed. This is particularly evident where the trail travels underneath the Buffalo Creek overpass bridge adjacent to the recreational area that includes a bicycle rest stop. The trail would also provide opportunities to educate trail users on the area's natural and cultural history through various interpretive features. One of the planned interpretive themes includes the highway's history as part of the Yellowstone Trail, which was the first transcontinental automobile highway in the United States.

12) PROJECT READINESS:

What is the current status of the project? Can the project begin immediately? What major activities must still be accomplished before the project can begin? Will the project be completed within the appropriation timelines? At a minimum, please reference land acquisition requirements, status of engineering/design, and relevant permits and approvals that have/have

not been obtained for the project. Is there urgency to move ahead with this project now, and what consequences are looming if it is not funded? Use the box below.

The concept of this regional trail was identified in the Trail Feasibility Report adopted by the Glencoe City Council in April 2002. The City of Glencoe has the formal support for this project from the City of Plato, Helen Township, and McLeod County. Furthermore, the Minnesota Department of Transportation has given approval for the trail to be built in the right-of-way of US Highway 212.

As mentioned above, construction for Section 1 was completed in 2012. Furthermore, Federal Transportation Enhancement funding has been secured for a significant portion of the design and construction costs of Phase 2. McLeod County is seeking funding in the amount of \$143,407 grant from the Federal Recreational Trail program. To close the remaining gap, McLeod County is seeking an additional \$150,000 from the Local Trail Connections program. This funding scenario will allow Section 2 of the trail to be completed prior to June 30th, 2015.

13) ACCESSIBILITY (ADA):

All facilities that are developed, or portions thereof, using these funds must be accessible for persons with disabilities or be eligible for an exemption. The Americans with Disabilities Act (ADA) has developed guidelines for outdoor developed areas, buildings and facilities and is available at www.access-board.gov. Will the project facilitate and/or improve ADA access to existing trails or trail related facilities? Describe how the trail or facility is designed for use by persons of all abilities and takes into consideration ADA design standards. If your project will not be ADA accessible, list the specific exemption permitted in ADA guidelines. Use the box below.

The applicant is aware that the trail must be accessible to people of all abilities. As such, the trail design and construction will refer to the Americans with Disabilities Act (ADA) standards and the Architectural Barriers Act (ABA). As these guidelines stand today, they don't directly deal with trail accessibility. However, revisions are in the works and McLeod County will look to those revisions, including section F247 Trails of the ABA Chapter 2: Scoping Requirements and ADA Chapter 10, section 1017, Trails. These sections deal with such design elements as surface, clear tread width, passing spaces, obstacles, openings, running and cross slopes, and resting intervals. Additionally, MnDOT approved PROWAG (Public Right-of-Way Access Guidelines) and this document has guidelines for accessibility of pedestrian ramps and landing areas, which this trail will need.

14) CONNECTIVITY:

14A) Describe how the trail project will connect multiple destinations and/or communities. Use the box below.

The Buffalo Highland Trails connects the Helen Township with the Cities of Glencoe and Plato benefiting local residents that wanting to use the trail to travel between the communities. The trail also connects to various destinations of great importance.

The Buffalo Highlands Trail will provide a link to Glencoe’s Oak Leaf Park, Buffalo Creek County Park, and Plato’s Baseball Park. In addition to serving local residents, these three local parks attract many visitors. Oak Leaf Park is a fifty-one acre park that currently offers swimming, picnicking, fishing, hiking, and canoeing opportunities. Furthermore, the park includes an outdoor aquatic center, baseball/softball fields, sand volleyball courts, horseshoe pits, basketball courts, playgrounds, Frisbee disc golf course, and varying picnic shelters. The park abuts to a twenty-nine acre wildlife sanctuary that includes elk, white tail deer, pheasants, peacock, and various waterfowl. The City of Glencoe is currently planning for a new campground facility at Oak Leaf Park.

Glencoe’s Oak Leaf Park serves as the official trailhead for the Buffalo Highlands Recreational Trail. The connection to this park is created by utilizing an existing paved pedestrian trail that provides a direct link from the park to the intersection of Morningside Avenue and US Highway 212. Oak Leaf Park also offers ample parking and restroom facilities for trail users.

Amenities at McLeod County’s Buffalo Creek County Park include numerous hiking trails, nature areas (woodland and prairie ecosystems), playground, and picnic areas. Plato’s Baseball Park features three baseball fields and picnic area.

The completion of the Buffalo Highlands Recreational Trail will further expand local tourism opportunities. The increased tourism will have a positive economic impact to the businesses in the area that rely on revenue dollars from area visitors.

14B) Does the trail project connect directly to an existing state or regional trail? Check all that apply to the right and describe in the box below if applicable.	Connects to Designated and Existing State Trail:	Yes
	Connects to Designated and Existing Regional Trail:	Yes

Buffalo Highlands Trail provides a connection to the Luce Line State Trail near Winsted. This connection is made utilizing an existing on-road bike route along CSAH 1. The trail also connects to Glencoe’s trail system, which includes a off-street trail connecting to Oak Leaf Park on the southern end of the community.

14C) Does the trail project connect directly to an existing state park, state recreation area, regional park, high quality natural resource, local recreation area, or local park? Check all that apply to the right and describe in the box below if applicable.	Connects Directly to a State Park or State Recreation Area:	
	Connects Directly to a Regional Park or Regional Recreation Area:	Yes
	Connects Directly to a Local Park or Recreation Area:	Yes
	Connects Directly to a High Quality Natural Resource (not included above):	Yes

The Buffalo Highlands Recreational Trail will provide a link to Glencoe's Oak Leaf Park, Buffalo Creek County Park, and Plato's Baseball Park. Glencoe's Oak Leaf Park serves as the official trailhead for the Buffalo Highlands Recreational Trail. The connection to this park is created by utilizing an existing paved pedestrian trail that provides a direct link from the park to the intersection of Morningside Avenue and US Highway 212. Oak Leaf Park is the largest park within the municipal park system. The park is a regional draw for local residents and visitors offering softball and baseball diamonds, sand volleyball, horseshoe pits, soccer fields, outdoor aquatic center, Frisbee golf, playgrounds, wildlife sanctuary, fishing pond and hiking trails. Oak Leaf Park also offers ample parking and restroom facilities for trail users.

Amenities at McLeod County's Buffalo Creek County Park include numerous hiking trails, nature areas (woodland and prairie ecosystems), playground, and picnic areas. Plato's Baseball Park features three baseball fields and picnic area.

The trail's location also provides a unique natural setting along the Buffalo Creek featuring the unique habitat and wildlife of the watershed. This is particularly evident where the trail travels underneath the Buffalo Creek overpass bridge adjacent to the recreational area that includes a bicycle rest stop and fishing area. This creek is part of the southernmost sub-watershed of the larger South Fork of the Crow River Watershed, which eventually outlets to the Mississippi River near Dayton, Minnesota. Some of the mammals, reptiles, amphibians, and birds that are commonly sighted along the Buffalo Creek include: *great blue heron, great egret, bald eagle, red tailed hawk, Canada goose, blue-winged teal, green winged teal, mallard, wood duck, eastern bluebird, northern cardinal, great horned owl, ring necked pheasant, wild turkey, bat, beaver, chipmunks, coyote, gray fox, red fox, eastern cottontail, white tailed jack rabbit, mink, muskrat, raccoon, squirrels, striped skunk, weasel, white tailed deer, frogs, toads, salamanders, painted turtle, snapping turtle, and garter snake.*

The trail would provide opportunities for trail users to experience these resources firsthand.

14D) Describe how the trail project contributes to the overall connectivity of the trail system in the area. Specifically, how well does the project connect existing trail networks or fill critical gaps within the trail system? How well does the project help promote connectivity among trail networks statewide? Use the box below.

Section 2 of the Buffalo Highlands Trail provides an important connection between the City of Glencoe, City of Plato, and Helen Township. It also enhances the region's existing trail system. The Buffalo Highlands Trail connects directly to the City of Glencoe's trail system linking to various outdoor recreational facilities and community facilities. By connecting to Boone Avenue, completing Section 2 provides an immediate connection to the City of Plato. This is a critical gap in the local trail system that was identified by the Cities of Glencoe and Plato. Buffalo Highlands Trail also provides a connection to the Luce Line State Trail near Winsted. This connection is made utilizing an existing on-road bike route along CSAH 1.

15) NATURAL RESOURCE IMPACT:

Describe the potential impact to natural resources by the project and efforts to avoid or mitigate adverse effects. This includes considerations for trail design and construction practices, noise, odors, dust control measures, surface erosion, fish and wildlife populations, damage to wetlands or other ecologically sensitive natural resources, landscaping that includes native planting, and historical/archaeological sites. Also, demonstrate the compatibility of the proposed project with existing adjoining land uses. To the extent possible, all landscaping or plantings that are done in the project area must be native to Minnesota and preferably of the local ecotype, and describe below how this project will comply with this requirement.

An environmental review will be done to consider any negative impacts of the project in relation to noise, odors, dust, surface erosion, fish and wildlife, wetlands, historical, and archeological resources. The surrounding land use is appropriate for the proposed trail and will not negatively impact the environment through its construction. The trail will have no adjacent land use conflicts. Furthermore, agreements have been reached with the Minnesota Department of Transportation to utilize the right-of-way as outlined in this application.

As mentioned, the trail project will be constructed on US Hwy 212 Right-of-Way and no additional property acquisition is necessary. The location of the trail within these highway right-of-ways is such that the trail is being constructed on areas previously disturbed by road construction. Minimal impacts to the Buffalo Creek floodplain are anticipated from the proposed trail alignment. As there will be no net increase in fill, no increased risk of flooding will result from the proposed trail. Wetlands impacts have been minimized by locating the trail within the highway right-of-way. The DNR Ecological Service Division was contacted regarding the potential for encountering State Threatened & Endangered Species. During the planning process, the City of Glencoe conducted a search of the MNDNR Natural Heritage Information System, which included the Rare Features database (Biotics) covering an area within approximately one-mile of the proposed alignment. Based on this review, the MNDNR replied there are no known occurrences of rare features in the area searched.

There are no adverse impacts foreseen as a result of this project. To be sure and to minimize any adverse impacts, an environmental review will be conducted. Additionally, the trail design will adhere to "Minnesota Bikeway Facility Design Manual" to further mitigate any adverse impacts. Strategies to overcome potential objections to the trail project include public outreach, education, and financial compensation when deemed necessary and appropriate.

This project would be an enhancement to the area by offering a mechanism for the resources to be more fully utilized. This will provide local residents additional opportunities to gain a greater understanding of their natural environment.

Furthermore, local nurseries will be consulted to ensure that plants included in the landscaping meet the hardiness zone criteria which are native to the local ecosystem.

ATTACHMENT CHECKLIST

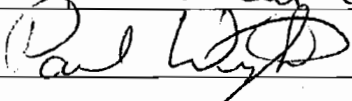
REQUIRED ATTACHMENTS (All attachments MUST be 8 ½ by 11 ONLY)	
	<p>Attachment A – Required Certifications</p> <p>The first signature block is to be signed by the proper authority for the grant applicant. The specific manager of the facility that is being rehabilitated, enhanced or developed should sign the second section. If the proposed project will utilize public land that is not under the jurisdiction of the grant applicant, the proper authority must sign the final section in order to assure that they are both aware and supportive of the project.</p>
	<p>Attachment B – Resolution Supporting Application</p> <p>The application must be accompanied by either a copy of a resolution, council minutes or some other official documentation that demonstrates that the local unit of government supports the proposed project and the consequent application. The resolution does not need to have a specific form or specific language, as long as it satisfies what was outlined in the previous sentence. A sample resolution has been included. The sample resolution is a combination type resolution example. It shows support of the grant application (as required above), and if the project is awarded, it includes language to support accepting the grant award, names the fiscal agent, and states that the facility or trail will be maintained for no less than twenty years. This combination resolution helps eliminate the need for an additional resolution for this project in the future, if awarded a grant.</p>
ADDITIONAL ATTACHMENTS (if applicable)	
	<p>Attachment C – Letters of Support</p> <p>Letters of support are an important factor for reviewers when selecting projects. There should be an effort to solicit letters from specific groups that will derive a direct benefit from the project. The applicant is also welcome to provide letters of support from all other sources as well.</p>
	<p>Attachment D – Transportation Funding Award Letter</p> <p>If this project is scheduled to receive Federal Transportation funds, then your local MnDOT district should have notified you in some manner. Please attach this notification and fill in the year in which you are scheduled to receive the funding under question 3.</p>

Attachment A – REQUIRED CERTIFICATIONS

Complete the Required Certifications form below with original signatures.

For Grant Applicants:

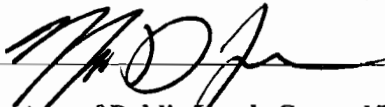
"I hereby certify that all of the information provided in this application is true and accurate to the best of my knowledge. I recognize that in the event of the proposed project being funded, this document will be used as an addendum to the agreement between the sponsoring unit of government and the state to guide project scope and reimbursement. I also acknowledge that all work must be completed by **June 30, 2015**, and no reimbursement will be sought for an in-house labor services and/or to meet existing payroll. I also preliminarily agree with plans to develop the proposed trail related project on land administered by my agency."

Name:	Paul Wright	Title:	Board Chair
Unit of Government:	McLeod County		
Signature:		Date:	2/26/13

For Trail and Park Administrators (if applicable):

Patrick Mehlin, Administrator

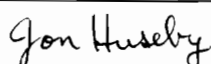
"I substantially agree that the proposed trail related project will be mutually beneficial to the local community, as well as to the goals and purposes for which this recreation unit was established. I will cooperate in its provision if the project proposal should be funded."

Name:	MARK D. LARSON	Title:	CITY ADMINISTRATOR
Unit of Government:	CITY OF GLENCOE		
Signature:		Date:	2/27/13

For All Administrators of Public Lands Crossed/Utilized in the Proposed Linkage

(Required only if the proposed project will utilize public land that is not under the jurisdiction of the grant applicant):

"I preliminarily agree with plans to develop the proposed trail related project on land administered by my agency, and I will cooperate in seeking more formal authorization in the event the project proposal is authorized for reimbursement."

Name:	JON HUSEBY	Title:	DISTRICT ENGINEER
Unit of Government:	MNDOT		
Signature:		Date:	2-27-2013



Minnesota Department of Transportation

District 8 - Willmar/Marshall/Hutchinson
2505 Transportation Road
Willmar, MN 56201

Office Tel: 320-214-3681
800-657-3792
Fax: 320-231-5168
www.dot.state.mn.us

September 26, 2006

Mark Larson
Glencoe City Administrator
City of Glencoe
630 10th Street East
Glencoe, MN 55336

Dear Mr. Larson:

Thank you for your letter dated September 21, 2006, regarding the proposed trail between Glencoe and Plato and the pedestrian bridge crossing Highway 212 at DeSoto Avenue in Glencoe.

Mn/DOT is willing, in concept, to allow a trail to be built on the Highway 212 westbound right-of-way between Glencoe and Plato. Similar trails have been built on Highway 12 right-of-way between Dassel and Cokato, and on Highway 4 between Fairfax and Fort Ridgely State Park. When additional details are available, a formal permit to work on highway right-of-way will be required as well as a maintenance agreement. Costs for construction and future maintenance of the trail will be the responsibility of the local agencies. Mn/DOT will not participate in funding.

Your second concern is the pedestrian bridge over Highway 212 and DeSoto Avenue in Glencoe, specifically that the bridge is not ADA compliant. Mn/DOT will work with the city to pursue options to make the necessary improvements to the bridge at its present location or build a new ADE compliant bridge near Morningside Drive. If the option to build a new bridge is selected, Mn/DOT would fund the amount to bring the present bridge in ADA compliance.

If you have additional questions, please contact me at 320-231-5497, or Keith Voss, Program and Project Development Engineer, at 320-214-3697.

Sincerely,

A handwritten signature in cursive script that reads 'David G. Trooien'.

David G. Trooien
Transportation District Engineer

cc: Todd Broadwell
Keith Voss

**RESOLUTION OF SUPPORT FOR TRAIL GRANT APPLICATION TO
CONSTRUCT HIKE AND BIKE TRAIL FROM GLENCOE TO PLATO
(Resolution # 2006-08)**

Whereas, the City of Glencoe, Minnesota has developed and adopted a comprehensive Hike and Bike Trail Plan; and;

Whereas, the City of Glencoe has prepared a project to connect the communities of Glencoe, Minnesota and Plato, Minnesota through Helen Township in McLeod County with a Hike and Bike Trail to be constructed in the TH 212 corridor; and,

Whereas, TH 212 is a part of the State of Minnesota Department of Transportation Inter-regional corridors; and,

Whereas, the proposed trail will link with the existing Hike and Bike trail system on Morningside Avenue in Glencoe; and

Whereas, it is anticipated that there will be a positive aesthetic and economic impact to the communities; and,

Whereas, the City of Glencoe has requested resolutions of support from the City of Plato, Helen Township, and McLeod County.

Now, therefore, be it resolved by CITY OF PLATO COUNCIL,

1. That the City of Glencoe will act as sponsoring agency for a "Transportation Enhancements" project identified as "Glencoe/Plato Hike and Bike Trail"
2. That PLATO CITY supports the project and grant application as proposed.
3. That the project will have a positive aesthetic and economic impact for the Cities of Glencoe and Plato; and Helen Township and McLeod County

Adopted and Approved the OCTOBER 10, 2006

Bob Becker
By MAYOR, its Mayor

ATTEST
Queen Berth
By CLERK/TREASURER, its Clerk

County of McLeod

830 11th Street East
Glencoe, Minnesota 55336
FAX (320) 864-3410



COMMISSIONER RAY BAYERL

1st District
Phone (320) 485-2181
20778 Cable Avenue
Lester Prairie, MN 55354

COMMISSIONER MELVIN H. DOSE

2nd District
Phone (320) 864-3304
10782 Diamond Ave.
Glencoe, MN 55336
mrdose@hutchtel.net

COMMISSIONER GRANT G. KNUTSON

3rd District
Phone (320) 587-9108
14267 CR7
Hutchinson, MN 55350

COMMISSIONER SHELDON A. NIES

4th District
Phone (320) 587-5117
1118 Jefferson Street South
Hutchinson, MN 55350
jasnies@hutchtel.net

COMMISSIONER BEV WANGERIN

5th District
Phone (320) 587-6869
817 Colorado Street NW
Hutchinson, MN 55350
bevww@hutchtel.net

NAN CRARY

County Administrator
Phone (320) 864-1324
Courthouse
Glencoe, MN 55336
nan.crary@co.mcleod.mn.us

RESOLUTION 06-RB12-45

SUPPORT FOR TRAIL GRANT APPLICATION TO CONSTRUCT HIKE AND BIKE TRAIL FROM GLENCOE TO PLATO

WHEREAS, the City of Glencoe, Minnesota has developed and adopted a comprehensive Hike and Bike Trail Plan; and;

WHEREAS, the City of Glencoe has prepared a project to connect the communities of Glencoe, Minnesota and Plato, Minnesota through Helen Township in McLeod County with a Hike and Bike Trail to be constructed in the TH 212 corridor; and,

WHEREAS, TH 212 is a part of the State of Minnesota Department of Transportation Inter-regional corridors; and,

WHEREAS, the proposed trail will link with the existing Hike and Bike trail system on Morningside Avenue in Glencoe; and

WHEREAS, it is anticipated that there will be a positive aesthetic and economic impact to the communities; and,

WHEREAS, the City of Glencoe has requested resolutions of support from the City of Plato, Helen Township, and McLeod County.

NOW, THEREFORE, BE IT RESOLVED by McLeod County Commissioners,

1. That the City of Glencoe will act as sponsoring agency for a "Transportation Enhancements" project identified as "Glencoe/Plato Hike and Bike Trail"
2. That McLeod County supports the project and grant application as proposed.
3. That there is no financial commitment required of McLeod County for this trail project.
4. That the project will have a positive aesthetic and economic impact for the Cities of Glencoe and Plato; and Helen Township and McLeod County.

Adopted this 17th day of October 2006.


Sheldon Nies, Chairperson


Nan Crary, County Administrator

RESOLUTION OF SUPPORT FOR TRAIL GRANT APPLICATION TO
CONSTRUCT HIKE AND BIKE TRAIL FROM GLENCOE TO PLATO
(Resolution # 2-06)

Whereas, the City of Glencoe, Minnesota has developed and adopted a comprehensive Hike and Bike Trail Plan; and;

Whereas, the City of Glencoe has prepared a project to connect the communities of Glencoe, Minnesota and Plato, Minnesota through Helen Township in McLeod County with a Hike and Bike Trail to be constructed in the TH 212 corridor; and,

Whereas, TH 212 is a part of the State of Minnesota Department of Transportation Inter-regional corridors; and,

Whereas, the proposed trail will link with the existing Hike and Bike trail system on Morningside Avenue in Glencoe; and

Whereas, it is anticipated that there will be a positive aesthetic and economic impact to the communities; and,

Whereas, the City of Glencoe has requested resolutions of support from the City of Plato, Helen Township, and McLeod County.

Now, therefore, be it resolved by Helen Township,

1. That the City of Glencoe will act as sponsoring agency for a "Transportation Enhancements" project identified as "Glencoe/Plato Hike and Bike Trail"
2. That **Helen Township** supports the project and grant application as proposed.
3. That the project will have a positive aesthetic and economic impact for the Cities of Glencoe and Plato; and Helen Township and McLeod County

Adopted and Approved the Oct. 12th, 2006

Rodney Mathews
By Rodney Mathews, its Chairman

ATTEST

Sharon Dummer clerk
By Sharon Dummer, its Clerk

ATP: 8
Fiscal Year: 2016

STIP for FY 2013-2016

Seq #	Route System	Project Number	Agency	Description	Miles	Program	Type of Work	Proposed		FHWA	AC	FTA	TH	Other
								Funds	Total					
1416	CSAH 6	012-606-012	CHIPPewa COUNTY	MN 7 TO MN 29, OVERLAY AND 2 PAVED SHOULDERS	11	RS	BITUMINOUS OVERLAY	STP	2,110,000	1,688,000	0	0	0	422,000
1417	PEDBIKE	043-090-002	MCLEOD COUNTY	BUFFALO HIGHLANDS TRAIL ALONG US 212	1.7	EN	PEDESTRIAN BIKE TRAIL	TEA	597,916	400,000	0	0	0	197,916
1418	CSAH 4	043-604-014	MCLEOD COUNTY	MCLEOD CSAH 3 TO MN 7, REHAB	8.6	RS	SURFACING	STP	2,050,000	1,640,000	0	0	0	410,000
1419	CSAH 9	047-609-012	MEEKER COUNTY	US 12 TO MEEKER CSAH 18, MILL & OVERLAY	8.3	RS	MILL AND OVERLAY	STP	1,870,000	817,100	0	0	0	1,052,900
1420	MN 9	3406-17	MANDOT	NEW LONDON TO SUNBURG, MILL & OVERLAY FROM NEW LONDON TO US 71 AND OVERLAY FROM US 71 TO SUNBURG	16.8	RS	SURFACING	STP	2,700,000	2,160,000	0	0	0	540,000
1421	US 12	3404-56	MANDOT	E. OF US 71 (WILLMAR) TO KANDYOH/MEEKER COUNTY LINE, OVERLAY	11.9	RS	BITUMINOUS OVERLAY	NHS	1,800,000	1,440,000	0	0	0	360,000
1422	MN 19	6506-37	MANDOT	E OF US 71 TO MN 4 (FAIRFAX), OVERLAY IN RURAL AND MILL & OVERLAY IN URBANS	14.1	RS	SURFACING	STP	2,700,000	2,160,000	0	0	0	540,000
1423	MN 29	1206-54AC	MANDOT	N JCT MN 7 TO W JCT MN 40 (MONTEVIDEO), OVERLAY (AC PAYBACK 1 OF 1)	10.8	RS	BITUMINOUS OVERLAY	STP	615,600	615,600	0	0	0	0
1424	MN 40	1210-10	MANDOT	US 59 TO KANDYOH CSAH 5, OVERLAY	40.3	RS	BITUMINOUS OVERLAY	STP	5,200,000	4,160,000	0	0	0	1,040,000
1425	US 59	5104-39	MANDOT	MN 62 (FULDA) TO S JCT MN 30, MILL & OVERLAY	12.9	RS	MILL AND OVERLAY	STP	4,000,000	3,200,000	0	0	0	800,000
1426	MN 68	6407-31	MANDOT	E JCT MN 19 TO S OF REDWOOD CSAH 32, OVERLAY	3.1	RS	BITUMINOUS OVERLAY	STP	610,000	488,000	0	0	0	122,000
1427	MN 68	8708-14	MANDOT	**ADA** IN CANBY, PEDESTRIAN RAMPS	0.8	SC	PED/BIKE IMPROVEMENT	STP	137,500	110,000	0	0	0	27,500
1428	US 71	3411-34007	MANDOT	BRIDGE 34007 S OF WILLMAR (OVER WILLMAR BYPASS, SB LANE), SCARIFY & LOW SLUMP OVERLAY	0	BI	BRIDGE OVERLAY	SF	420,000	0	0	0	0	420,000
1429	US 71	3411-34008	MANDOT	BRIDGE 34008 S OF WILLMAR (OVER WILLMAR BYPASS, NB LANE), SCARIFY & LOW SLUMP OVERLAY	0	BI	BRIDGE OVERLAY	SF	360,000	0	0	0	0	360,000
1430	US 75	3702-34	MANDOT	S LIMITS OF CANBY TO YELLOW MEDICINE CSAH 3, MILL & OVERLAY; MN 67 TO S OF JCT US 212, OVERLAY	11	RS	SURFACING	SF	2,400,000	0	0	0	0	2,400,000
1431	US 75	5906-39	MANDOT	PIPESTONE TO PIPESTONE CREEK, OVERLAY	5.4	RS	BITUMINOUS OVERLAY	SF	710,000	0	0	0	0	710,000



AMC 2013 POLICY COMMITTEE APPOINTMENTS

POLICY COMMITTEE	DELEGATE
Environment & Natural Resources Policy Committee	<u>Roger Berggren,</u>
General Government Policy Committee	<u>Pat Melvin,</u>
Health & Human Services Policy Committee	<u>Ron Shimanski</u>
Public Safety Policy Committee	<u>Scott Rehnann/</u>
Transportation & Infrastructure Policy Committee	<u>Kermit Terlinden</u>

Each county can appoint one commissioner or county official to each of five policy committees. Each county must have at least one member appointed to a policy committee. No policy Committee member can be on more than one Policy Committee.

AMC 2013 DELEGATE APPOINTMENTS

1. Kermit Terlinden
2. Ron Shimanski
3. Jon Christensen
4. Pat Melvin
5. Gary Sprynczynatyk
6. John Brunkhorst
7. Cindy Schultz
8. Lynn Ette Schrupp

ARTICLE 8: ASSOCIATION DELEGATES & DISTRICTS
Section 1. Association Delegates Each member county shall be entitled to a number of delegates equal to three more than the number of persons on the board of county commissioners of the member county. Delegates shall be appointed annually by the county board from among the officials and employees of the county. Each delegate so appointed shall be eligible to vote at any meeting of the Association or to be elected an officer or director of the Association. The right to vote at any meeting of the Association or to hold an office or directorship in the Association shall terminate when such person ceases to be a delegate from a member county or the county that delegate represents ceases to be a member of the Association. A vacancy in the office of delegate shall be filled by the county board for the unexpired term.