



Grant Contract

State of Minnesota

SWIFT Contract number: 193446

Tempo AI: 127614

Tempo Activity ID PRO20210001

This grant contract is between the state of Minnesota, acting through its Commissioner of the **Minnesota Pollution Control Agency**, 520 Lafayette Road North, St. Paul, MN 55155-4194 ("MPCA" or "State") and **Stevens County**, 400 Colorado Ave., Morris, MN 56267 ("Grantee").

Recitals

1. Under Minn. Stat. § 116.03, subd.2, and pursuant to Minn. Stat. § 115A.0716, and Minn. R. 9210.0800 - 9210.0855, the State is empowered to enter into this grant.
2. The State is in need of the **Stevens County Organic Composting Program Project** (Project).
3. Grantee will comply with required grants management policies and procedures set forth through [Minn.Stat.§16B.97](#), subd. 4 (a) (1).
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 [Minn.Stat.§16B.98](#), subd.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 1, 2021**, Per [Minn. Stat.§16B.98](#), Subd. 5, the Grantee must not begin work until this grant contract is fully executed and the State's Authorized Representative has notified the Grantee that work may commence. Per [Minn.Stat.§16B.98](#) Subd. 7, no payments will be made to the Grantee until this grant contract is fully executed.

1.2 Expiration Date. **June 30, 2023**, 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: Liability; State Audits; Government Data Practices and Intellectual Property; Publicity and Endorsement; Governing Law, Jurisdiction, and Venue; and Data Disclosure.

2. Grantee's Duties

The Grantee, who is not a state employee, will perform the duties specified in **Attachment A** which is attached and incorporated into this grant contract.

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 services performed by the Grantee under this grant contract as follows:

- (a) **Compensation.** The Grantee will be paid according to the breakdown of costs contained in **Attachment A**, which is attached and incorporated into this grant contract. Grantee certifies they will provide no less than 25% (twenty-five percent) of the total grant amount as cash match or in-kind services.

- (b) **Grantee Commitment to Financing.** Grantee shall ensure that sufficient funding is available to the project to assure its satisfactory completion. Grantee shall not reduce the monetary amount it has committed to the project through its own or other funds without written consent of the MPCA. Grantee shall bear the sole responsibility for cost overruns in completing this project.
- (c) **Travel Expenses.** Reimbursement for travel and subsistence expenses actually and necessarily incurred by the Grantee as a result of this grant contract will not exceed the total amount set forth in travel expense section of the detailed Budget section of **Attachment A**, which is attached and incorporated into this Contract; provided that 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.
- (d) **Total Obligation.** The total obligation of the State for all compensation and reimbursements to the Grantee under this grant contract will not exceed **\$250,000.00 (Two Hundred Fifty Thousand Dollars and Zero Cents)**.

4.2 Payment

- (a) **Invoices.** The State will promptly pay the Grantee after the Grantee presents an itemized invoice for the services actually performed and the State's Authorized Representative accepts the invoiced services. Invoices must be submitted timely and according to the following schedule: **monthly or at least quarterly.**

The MPCA shall withhold a minimum of 10% (ten percent) of the grant award, until the MPCA is satisfied that the project has been completed according to the terms of this grant agreement, including expenditure or performance of all required match.

Invoices must be emailed to mpca.ap@state.mn.us, and contain the following information:

- Name of Grantee
- Grantee project manager
- Grant amount
- Withholding amount
- Grant amount available to date
- Invoice number
- Invoice date
- MPCA project manager
- SWIFT Contract No.
- Invoicing period (actual working period)
- Subcontractor costs; invoices may be requested
- Time and material breakdown of invoice. Amount billed to date for work, including itemization of actual hourly rates
- Receipts for supplies, shipping, lab fees, and any other itemized costs
- Itemized per diem expenses; receipts may be requested to be submitted with invoice
- Matching fund summary
- Other items as requested

If there is a problem with submitting an invoice electronically, please contact the Accounts Payable Unit at 651-757-2491.

The Grantee shall submit an invoice for the final payment within 15 (fifteen) days of the original or amended end date of this grant contract. The State reserves the right to review submitted invoices after 15 (fifteen) days and make a determination as to payment.

- (b) Unexpended Funds.** The Grantee must promptly return to the State any unexpended funds that have not been accounted for annually in a financial report to the State due at grant closeout.

4.3 Contracting and Bidding Requirements

Per Minn. Stat. §471.345, grantees that are municipalities as defined in Subd. 1 must follow the law.

- (a)** For projects that include construction work of \$25,000 or more, prevailing wage rules apply per Minn. Stat. §§177.41 through 177.44. These rules require that the wages of laborers and workers should be comparable to wages paid for similar work in the community as a whole.

- (b)** The grantee must not contract with vendors who are suspended or debarred in MN:
<http://www.mmd.admin.state.mn.us/debarredreport.asp>

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 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 and MPCA Project Manager for this project is **Tim Farnan**, 520 Lafayette Road N, St. Paul, MN 55155, 651-757-2348, timothy.farnan@state.mn.us, or 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 MPCA's Project Manager will certify acceptance of each invoice submitted for payment.

The Grantee's Authorized Representative and Project Manager is **Bill Kleindl**, 400 Colorado Ave., Morris, MN 56267, 320-208-6558, bill.kleindl@state.mn.us, or 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, Change Orders, 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 Change Orders. If the State's Project Manager or the Grantee's Authorized Representative identifies a change needed in the workplan and/or budget, either party may initiate a Change Order using the Change Order Form provided by the MPCA. Change Orders may not delay or jeopardize the success of the Project, alter the overall scope of the Project, increase or decrease the overall amount of the Contract, or

cause an extension of the term of this Contract. Major changes require an Amendment rather than a Change Order.

The Change Order Form must be approved and signed by the State's Project Manager and the Grantee's Authorized Representative in advance of doing the work. Documented changes will then become an integral and enforceable part of the Contract. The MPCA has the sole discretion on the determination of whether a requested change is a Change Order or an Amendment. The state reserves the right to refuse any Change Order requests.

7.4 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.

7.5 Grant Contract Complete. This grant contract contains all negotiations and contracts 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 Minn. Stat. § 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 contract 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 contract, 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, Minn. Stat. ch. 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 Minn. Stat. §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 Treatment of Data. All data (information) related to this project and contract that is maintained by the MPCA is public unless the Minnesota Data Practices Act, Minn. Stat. ch. 13, or other applicable state or federal law provides otherwise. Grantee shall use its best efforts to provide all information required to be submitted to MPCA in a form which can be released as public information. Grantee shall use its best efforts to prepare reports and other information without disclosing trade secret or sales information. If Grantee determines that it must disclose trade secret or sales information and Grantee wishes to keep that information from being subject to disclosure under the law, Grantee shall do the following:

1. In its report, Grantee shall segregate all information Grantee believes to not be subject to disclosure under the law from all other information.
2. Grantee shall submit a written request for the information to be treated as not subject to disclosure under the law, citing the reasons for such treatment. Grantee shall submit the

request to the MPCA at the same time it submits the report containing the information in question.

The MPCA shall not consider a request to treat data as not subject to disclosure under the law unless it is made in accordance with the above two requirements. If a request is made in accordance with the above requirements, the MPCA shall promptly determine whether the information qualifies for nonpublic or private data treatment under Minn. Stat. §§ 13.37 and 115A.06. If the MPCA determines that the information may be treated as nonpublic or private data, the MPCA shall use its best efforts to treat the information accordingly.

10.3 Intellectual Property Rights.

(a) Intellectual property rights. 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 shall be jointly owned by the Grantee and the State. 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 Contractors, either individually or jointly with others in the performance of this grant contract. Works include "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 grant contract. The ownership interests of the State and the Grantee in the Works and Documents shall equal the ratio of each party's contributions to the total costs described in the budget of this grant contract, except that the State's ownership interests in the Works and Documents shall not be less than fifty percent (50%). The party's ownership interest in the Works and Documents shall not be reduced by any royalties or revenues received from the sale of the products or the licensing or other activities arising from the use of the Works and Documents. Each party hereto shall, at the request of the other, execute all papers and perform all other acts necessary to transfer or record the appropriate ownership interests in the Works and Documents.

(b) Obligations.

- (1) 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 shall immediately give the State's Authorized Representative written notice thereof, and must promptly furnish the Authorized Representative with complete information and/or disclosure therein. All decisions regarding the filing of patent, copyright, trademark or service mark applications and/or registrations shall be the joint decision of the Grantee and the State, and costs for such applications shall be divided as agreed by the parties at the time of the filing decisions. In the event the parties cannot agree on said filing decisions, the filing decision will be made by the State.
- (2) 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 Grantee and State as agreed herein, 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 Liability, the Grantee shall 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 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.

(3) **License.** The State hereby grants a limited, no-fee, noncommercial license to the Grantee to enable the Grantee's employees engaged in research and scholarly pursuits to make, have made, reproduce, modify, distribute, perform, and otherwise use the Works, including Documents, for research activities or to publish in scholarly or professional journals, provided that any existing or future intellectual property rights in the Works or Documents (including patents, licenses, trade or service marks, trade secrets, or copyrights) are not prejudiced or infringed upon, that the Minnesota Data Practices Act is complied with, and that individual rights to privacy are not violated. The Grantee shall indemnify and hold harmless the State for any claim or action based on the Grantee's use of the Works or Documents under the provisions of Clause 10.3 (b)(2). Said license is subject to the State's publicity and acknowledgement requirements set forth in this grant contract. The Grantee may reproduce and retain a copy of the Documents for research and academic use. The Grantee is responsible for security of the Grantee's copy of the Documents. A copy of any articles, materials or documents produced by the Grantee's employees, in any form, using or derived from the subject matter of this license, shall be promptly delivered without cost to the State.

(c) **Reversion of Rights.** All rights or title to any intellectual property arising from the performance of the project that are vested in Grantee shall revert to the State under any of the following circumstances unless Grantee repays to the State those funds provided by the State under this grant contract within ninety (90) days of receipt of a notice in writing from the State of a claim under this paragraph:

- (1) Grantee fails or is unable to market in Minnesota a product, process or service resulting from the project successfully within one year of the expiration of this grant contract, unless Grantee is continuing to make good faith efforts to bring the product, process or service to market; or
- (2) Grantee dissolves, becomes inoperative or abandons the intellectual property resulting from the project;

Grantee shall execute all documents necessary for the reversion and transfer of ownership of the intellectual property rights to the State.

(d) **Damages.** If Grantee acts in a manner inconsistent with Clause 10.3.a-c., the State may seek damages from Grantee. This clause is not intended to stand in lieu of any other remedy the State may have for breach of grant contract of this or any other term of this grant contract.

11. Workers' Compensation

The Grantee certifies that it is in compliance with Minn. Stat. §176.181, subd. 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. All projects primarily funded by state grant appropriations must publicly credit the State of Minnesota, including on the grantee's website when practicable.

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 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.

14.3 Termination for Insufficient Funding. The State may immediately terminate this grant contract if:

- (a) It does not obtain funding from the Minnesota Legislature.
- (b) 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 funding within a reasonable time of the State's receiving that notice.

15. Data Disclosure

Under Minn. Stat. § 270C.65, subd. 3, and other applicable law, the Grantee consents to disclosure of its social security number, federal employer tax identification number, and/or Minnesota tax identification number, already provided to the State, to federal and state tax agencies and state personnel involved in the payment of state obligations. These identification numbers may be used in the enforcement of federal and state tax laws which could result in action requiring the Grantee to file state tax returns and pay delinquent state tax liabilities, if any.

To protect Grantee's personal data, Grantee is strongly encouraged to obtain and use a Minnesota tax identification number.

16. Permits and Approvals

The Grantee and Grantee's agents shall obtain all federal, state and local permits, licenses and authorizations necessary to implement and operate the project.

17. Equipment (if applicable)

The Grantee must use equipment purchased under this contract for as long as it is needed for the project and must not encumber the equipment. If Grantee ceases to use any equipment purchased for the project under this contract during the term of this contract, Grantee must sell the equipment for fair market value and reimburse the State seventy-five percent (75%) of the sale proceeds or, if the State's commitment of funding to the project is less than seventy-five percent (75%), and any MPCA-approved changes or amendments thereto, reimburse the State the percentage of the sale proceeds that equal the State's commitment of funding to the project. If the equipment cannot be sold, Grantee must obtain MPCA's prior written approval for appropriate disposition of the equipment.

18. Reporting Requirements

All reporting must be provided to the MPCA Authorized Representative. All reports must be electronically submitted and must follow the format of the Continual Tracking Report, provided by the MPCA, which incorporates the approved project workplan and budget.

18.1 Monthly Reports. The Grantee shall, if requested by the MPCA Authorized Representative, provide an oral or written monthly update on the progress of the project. These requested updates may require such information as tasks accomplished, financial expenditures, and other information deemed necessary by the MPCA Authorized Representative.

18.2 Interim Report. By the date specified in the project workplan, the Grantee shall prepare an interim report to the satisfaction of the MPCA Authorized Representative summarizing the status of the project and expenditures to date, including workplan tasks completed, status of timelines, interim results achieved, difficulties encountered in implementing the project, solutions considered or implemented to resolve those difficulties (Lessons Learned), and any project workplan and budget change orders/amendments.

The Interim Report shall also summarize all expenses incurred to date in completing workplan tasks including labor, equipment, materials, travel and other expenses outlined in the project workplan and budget. The Interim Report shall indicate the actual out-of-pocket cash and in-kind expenditures of the Grantee and the number of hours of labor performed pursuant to this contract.

The Interim Report shall not be approved by the MPCA unless the report contains the above information to the satisfaction of the MPCA.

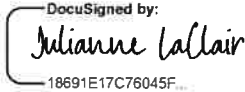

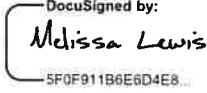
18.3 Final Report and Executive Project Summary

Final Report. By the date specified in the project workplan, Grantee shall submit a final report to the MPCA. The Final Report shall describe, in detail, the history of and conclusions reached from implementing the project, the technical and economic feasibility of the project, and the total expenses incurred in implementing the project. If the project is terminated prior to the scheduled completion, the Final Report shall also discuss the conclusions that led to the termination of the project, results achieved on all tasks completed and recommendations on how these results could be used in future projects.

If the MPCA determines that the information submitted in the Final Report is inadequate, the Grantee shall prepare and submit additional information reasonably requested by the MPCA. The Final Report shall not be approved by the MPCA and final payment shall not be disbursed unless the Report contains the specified information to the satisfaction of the MPCA.

Executive Project Summary. At the same time the Final Report is submitted, the Grantee must also submit a summary of the project and its results. This Executive Project Summary will be used in reports and to disseminate information on the outcomes and environmental benefits of the project.

Signatures

Title	Name	Signature	Date
Encumbrance Verification	Julianne LaClair	 <p>DocuSigned by: Julianne LaClair 18691E17C76045F...</p>	June 1, 2021
Environmental Services/Planning & Zoning Director	William Kleindl	 <p>DocuSigned by: William Kleindl A6A42155FBE845A...</p>	June 2, 2021
Assistant Division Director	Melissa Lewis	 <p>DocuSigned by: Melissa Lewis 5F0F911B6E6D4E8...</p>	June 3, 2021

Admin ID



520 Lafayette Road North
St. Paul, MN 55155-4194

Attachment A Workplan

Greater Minnesota Grant Program

SWIFT Contract No.: 193446

AI: 127614

Activity ID: PRO20210001

Project title: Stevens County Organic Composting Program

1. Project Summary:

Grantee: Stevens County
Grantee contact name: Bill Kleindl
Title: Environmental Services/Planning & Zoning Director
Address: 400 Colorado Ave.
 Morris, MN 56267
Phone: 320-208-6558
E-mail: Bill.kleindl@co.stevens.mn.us

Minnesota Pollution Control Agency (MPCA) contact:

MPCA project manager: Tim Farnan
Title: Sustainable Materials Manager
Address: 520 Lafayette Road N
 Saint Paul, MN 55155
Phone: 651-757-2348
E-mail: timothy.farnan@state.mn.us

Project Totals: **Grant: \$250,000** **Match: \$63,225** **Project Total: \$313,225**

2. Statement of project details

The Stevens County Organics Compost Recycling Collection Program will create an opportunity to recycle organics and reduce dependencies on landfilling wastes. Stevens County currently delivers 50% of Municipal Solid Waste (MSW) to the Pope/Douglas Solid Waste Management (PDSWM) Resource Recovery Facility through a long-standing contractual agreement. The other 50% is landfilled at the Dakota Landfill in Gwinner, North Dakota. Stevens County's intent is to focus efforts on recycling more (including organics), so that all acceptable waste from Stevens County is able to be managed at the Resource Recovery Facility.

Stevens County's private hauler, Engebretson Disposal and Recycling (Engebretson), will provide collection services of organic recyclables (food and soiled paper, etc.) and deliver items to the regionally supported, Glacial Ridge Compost Facility (owned and operated by Pope/Douglas, to serve the composting needs and support for regional county partners).

This project will increase recycling rates in Stevens County by adding organics recycling to large generators of food waste at institutions/commercial businesses such as: schools, healthcare facilities, restaurants and grocery/convenience stores. Since food wastes make up over 30 percent of the municipal solid waste stream, it will make a dramatic difference in reducing the amount of garbage going to the Pope Douglas Waste-to-Energy facility in Alexandria and the Dakota Landfill in Gwinner, ND. The removal of this heavy wet material will significantly increase the waste-to-energy efficiency at the Pope/Douglas Facility and reduce/eliminate the need for landfilling.

Stevens County will join Grant, Pope and Douglas counties in a regional organics program to provide valuable insight to composting organic material on a regional basis. Surrounding counties are also exploring paths to

develop organics recycling access and opportunity to recycle organics. Stevens County is committed to working on solutions as a region.

Goal statement, project evaluation plan, tasks, and subtasks

Goal statement: Increase opportunities and access to implement an Organics Recycling Program to divert food waste from disposal facilities and increase the recycling rate in Stevens County.

Project evaluation plan: Stevens County will collect data on the recycling tonnage of organics diverted from the waste-to-energy and landfill facilities. The dollars saved between incineration/landfilling and composting will eventually be passed onto program participants.

Task 1: Develop School Organics Program.

Subtask 1a: Research recycling sorting table/station/containers/signage needs.

Subtask 1b: Purchase sorting tables/containers/labels/signs.

Timeframe: July 2021 – May 31, 2022

Task 2: Develop Business, Restaurant, and Healthcare Facilities Organics Recycling.

Subtask 2a: Research recycling containers and signage needs.

Subtask 2b: Purchase organic recycling containers and signage.

Timeframe: July 2021 – December 31, 2021

Task 3: Education and promotion to implement organics program.

Subtask 3a: Conduct commercial/residential public information meetings, one-on-one trainings, mailings, signage and county fair presence.

Timeframe: July 2021 – May 31, 2023

Task 4: Enter into an agreement for collection and transportation with Engebretson Disposal and Recycling.

Subtask 4a: Initiate a collection and transportation agreement with Engebretson Disposal and Recycling to haul organics to the Glacial Ridge Compost Facility.

Timeframe: July 2021 – January 31, 2022

Task 5: Enter into an agreement for disposal of organics with Pope/Douglas Solid Waste Management.

Subtask 5a: Initiate a disposal agreement to pay costs of organics delivered to the Glacial Ridge Compost Facility.

Timeframe: July 2021 – January 31, 2022

Task 6: Construct Community Organic Recycling Drop Sites.

Subtask 6a: Research locations to construct Organic Recycling Drop Sites.

Subtask 6b: Purchase equipment and hire contractor to construct Organic Recycling Drop Sites.

Timeframe: January 2022 – May 31, 2023

Task 7: Purchase Residential Organic Recycling Supplies.

Subtask 7a: Purchase residential organic collection starter kits (food scrap bucket, sticker, compostable bags) and other starter supply bags.

Timeframe: January 2022 – June 30, 2023

Task 8: Reporting

Stevens County will submit an Interim Report within 1 (one) year of the execution of the grant agreement and a Final Report 1 (one) month prior to the end of the grant agreement or at 100% completion of the project, whichever occurs first.

Timeframe: July 2021 – June 30, 2023

3. Anticipated environmental outcomes

Description	Estimated annual quantity before project (lbs/yr)	Estimated annual solid waste quantity to be prevented/reduced (lbs/yr)	Estimated annual quantity at end of project (lbs/yr)	Estimated economic savings (total dollars)	Estimated greenhouse gas reduction
Solid waste	12,800,000	600,000	12,200,000	18,600	
Recycling	5,230,000	0	5,230	0	
Organics (food waste & nonrecyclable paper)	172,000	600,000	772,000	3,600	Environmental Protection Agency (EPA) Green House Gas (GHG) Waste Reduction Model (WARM) estimates: Metric tons of Carbon dioxide equivalent (MTCO2E)-9.54 MTCE-2.60 Energy-813.66

4. Budget

Description	Grant	Match	Total
Intern salary (not to exceed \$15/hr)		\$ 31,800.00	\$ 31,800.00
Solid Waste Administrator (not to exceed \$65/hr)		\$ 11,375.00	\$ 11,375.00
Engbretson (not to exceed \$80/hr)		\$ 6,400.00	\$ 6,400.00
PDSWM (not to exceed \$65/hr)		\$ 13,650.00	\$ 13,650.00
Materials, supplies, promotional materials and equipment*	\$ 42,000.00		\$ 42,000.00

Contract Fees: Hauling Organics and Composting Tip fees	\$ 190,000.00		\$ 190,000.00
Construction & set up for Organics Drop Site	\$ 18,000.00		\$ 18,000.00
Totals	\$ 250,000.00	\$ 63,225.00	\$ 313,225.00

*Materials, supplies, promotional materials and equipment includes: bags, sorting tables, labels, containers, starter kits, promotional materials and other items supporting the project as agreed upon by Stevens County and MPCA Authorized Representatives.