



Carver County Board of Commissioners
February 14, 2012
Work Session
County Board Room
Carver County Government Center
Human Services Building
Chaska, Minnesota

PAGE

WORK SESSION

- 9:00 a.m. **A. **CULTURE: Provide an organizational culture which fosters individual accountability to achieve goals and sustain public trust and confidence in County government****
- 1. Strategic Plan updates 1-10
- 9:20 a.m. **B. **COMMUNITIIES: Create and maintain safe, healthy and livable communities****
- 1. Curve warning sign study and update on 2012 County wide sign replacement project..... 11
 - 2. Discussion of changes to Open Burning Ordinance – Chapter 53 of the County Code 12-23
 - 3. Discussion of 2012 Carver County Solid Waste Master Plan 24-33
- 11:30 a.m. **BOARD REPORTS**
- 1. Chair
 - 2. Board Members
 - 3. Administrator
 - 4. Adjourn

David Hemze
County Administrator

UPCOMING MEETINGS

- | | |
|-------------------|-------------------------|
| February 21, 2012 | 4:00 p.m. Board Meeting |
| February 28, 2012 | 9:00 a.m. Board Meeting |
| March 6, 2012 | 9:00 a.m. Board Meeting |
| March 13, 2012 | 9:00 a.m. Work Session |

Carver County Board of Commissioners Request for Board Action



Agenda Item:

Strategic Plan Updates

Primary Originating Division/Dept: <u>Administration (County)</u>	Meeting Date: <u>2/14/2012</u>
Contact: <u>Dave Hemze</u> Title: <u>County Administrator</u>	Item Type: <u>Work Session</u>
Amount of Time Requested: <u>20</u> minutes	Attachments: <input checked="" type="radio"/> Yes <input type="radio"/> No
Presenter: <u>Dave Hemze</u> Title: <u></u>	

Strategic Initiative:
Culture: Provide an organizational culture which fosters individual accountability to achieve goals and sustain public trust and confidence in County government.

BACKGROUND/JUSTIFICATION:

In January, Division Directors held a retreat to review and update the County's Strategic Plan. Staff is proposing changes to the plan to remove items that have been completed, clarify tasks and add new initiatives.

ACTION REQUESTED:

Provide guidance on proposed changes to the Carver County Strategic Plan.

<p>FISCAL IMPACT: <u>None</u> <i>If "Other", specify:</i> <u></u></p>	<p>FUNDING</p> <table style="width: 100%;"> <tr> <td style="width: 70%;">County Dollars =</td> <td style="width: 30%;"><u></u></td> </tr> <tr> <td></td> <td><u></u></td> </tr> <tr> <td>Total</td> <td style="text-align: right;">\$0.00</td> </tr> </table>	County Dollars =	<u></u>		<u></u>	Total	\$0.00
County Dollars =	<u></u>						
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Total	\$0.00						

FTE IMPACT: None

Related Financial/FTE Comments:

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Strategic Plan

~~Revised April 7, 2011~~

Proposed February 1, 2012

I. Vision

Where the future embraces the past in keeping Carver County a great place to live, work and play for a lifetime.

II. Mission

To meet the service requirements and special needs of our residents in a fiscally responsible and caring way. We will plan the county's growth to preserve its uniqueness and will encourage rural and urban compatibility. We will protect our history while planning for a dynamic future.

III. Goals - Summarized

To help define each goal statement, there is a distinctive and characteristic word which summarizes each goal. These five goals are designed to serve as the foundation for all future strategies, work and priorities of the County.

- I. **Communities:** Create and maintain safe, healthy, and livable communities.
- II. **Culture:** Provide an organizational culture which fosters individual accountability to achieve goals and sustain public trust and confidence in County government.
- III. **Connections:** Develop strong public partnerships and connect people to services and information.
- IV. **Finances:** Improve the County's financial health and economic profile.
- V. **Growth:** Manage the challenges and opportunities resulting from growth and development.

IV. Implementation Plan (Working Draft)

Goals	Strategies	Tasks	Responsibility	Implementation Timeframe
I. Communities	A. Identify health needs of communities <u>through the Community Health Assessment Program process</u> and encourage multi-dimensional healthy living opportunities.	1. Review statistics and community indicators to determine what the top public health issues are in the County.	Wolf	Q2 2012
		2. Work with providers and health care officials to continue a county-wide strategy to address healthy initiatives <u>including data collection</u> .	Wolf Support: Taylor	Q2 2012
		3. Increase community outreach and enhance communication regarding the importance of preventative care.	Wolf Support: Taylor	Q2 2012
		4. <u>Collaborate with Community Groups such as school districts and other partnerships to ensure County Public Health is responsive to health related community needs.</u>	<u>Wolf</u>	<u>Ongoing</u>
	B. Define our partnership with the Carver County Community Development Agency.	1. Research metropolitan area County-CDA partnerships to determine what possibilities exist.	Wolf Support: Frischmon, Taylor	Q2 2011 <u>Ongoing</u>
		2. Meet with CDA officials to explore specific ideas for the future of the partnership.	Wolf Support: Taylor, <u>Frischmon</u>	Q4 2011 <u>Ongoing</u>
		3. Actively promote livable communities by promoting affordable housing stock in conjunction with the Community Development Agency.	Wolf Support: Frischmon	Q2 2013 <u>Ongoing</u>
		4. Discuss and determine what the current CDA policies are with respect to affordable housing.	Wolf Support: Bork	12/11
		5. Review and update market study to determine county-wide affordable housing needs.	Wolf	Q2 2012
		6. Encourage economic job based development with marketing and incentives to grow the tax base.	Wolf Support: Frischmon, Taylor	Ongoing
		7. Identify the range of incentives available to the County (and the cities, CDA, etc.) and determine where incentive gaps exist that could be used to support economic development <u>and affordable housing</u> efforts.	Wolf Support: Frischmon	Q4 2011 <u>Ongoing</u>

Goals	Strategies	Tasks	Responsibility	Implementation Timeframe
I. Communities (Continued)	C. Commit to investigate and prosecute the most serious, violent and repeat criminals.	1. Assign the most experienced, skilled, and knowledgeable investigators and prosecutors to handle these serious cases.	Metz, Olson	Immediate and ongoing
		2. Focus on school crimes, domestic violence, gun crimes, crimes against children, and crimes against the elderly and infirm.	Metz, Olson	Immediate and ongoing
		3. Promote professional development through mentorship, support and resources. (moved to II E)	Metz, Olson	Ongoing
		4. Foster collaboration with our partner-agencies in prosecution through active communication and training.	Metz, Olson	Ongoing
	D. Enhance multimodal travel and public safety.	1. Complete a county-wide road safety plan to identify high impact crash locations and system wide proactive safety measures.	Robjent	2013
		2. Complete an Americans with Disabilities Act (ADA) transition plan for county road right of ways <u>utilizing a statewide sample plan under development by MnDOT Office of State Aid.</u>	Robjent	<u>2011-2012</u> <u>2012-2013</u>
		3. Complete an inventory of the county road system for compatibility with pedestrian, bike and transit uses. Develop an implementation plan to correct deficiencies on the county road system identified in the Non-Motorized Facility Inventory Plan.	Robjent Support: Wolf	<u>2011</u> <u>2012</u>
		4. Program <u>transportation and safety enhancement projects and secure external funding and internal funding for roads, trails and transit.</u>	Robjent	Ongoing
		5. <u>Develop a listing of high, medium and low priority trail projects consistent with county and city comprehensive plans.</u>	<u>Robjent</u>	<u>2012</u>
	E. Identify needs of communities through the use of surveys and shifting utilization of County Services.	1. Build and maintain high circulating library collections.	Taylor	Ongoing
		2. Provide library programs and services that are community and/or literacy based.	Taylor	Ongoing
		3. <u>Develop a listing of high, medium and low priority park improvement projects and park land acquisitions.</u>	<u>Robjent</u>	<u>Ongoing</u>
	F. <u>Protect and enhance the County's natural resources.</u>	1. <u>Monitor Aquatic Invasive Species in the County.</u>	<u>Wolf</u>	<u>Ongoing</u>
		2. <u>Implement the 2012 Pilot Aquatic Invasive Species Inspection Program at Lake Minnewashta Regional Park.</u>	<u>Robjent</u>	<u>2012</u>

Goals	Strategies	Tasks	Responsibility	Implementation Timeframe
I. Communities (Continued)	<u>G. Provide assistance and focus on Veterans and active duty military personnel in our court system.</u>	1. <u>Plan a seminar involving local partners on how to work with Veterans and active duty military personnel that encounter our court system.</u>	Metz Support: Olson, Taylor	<u>Q1 2012</u>
		2. <u>Develop and implement a criminal diversion program for qualified Veterans and active duty military personnel in the County Attorney's Office, in coordination with local law enforcement.</u>	Metz Support: Olson, Taylor	<u>Q4 of 2012 - Ongoing</u>
II. Culture	A. Enhance employee communication through various creative and innovative tools.	1. Conduct employee forums, <u>county wide employee meetings and labor management meetings</u> on important county topics.	Hemze Support: Krogman, Lundgren	Ongoing
		2. Continue to monitor and update employee suggestion program.	Frischmon	Ongoing
		3. Hold labor management meetings. (moved to A1 above)	Krogman Support: Bork, Lundgren	Ongoing
		4. Conduct <u>annual</u> internal county organizational surveys.	Hemze Support: Taylor, Krogman	<u>Begin by Q2 of 2012 and Ongoing</u>
		5. <u>Maintain employee central on SharePoint and the employee newsletter. Encourage Divisions to prepare and distribute annual reports.</u>	Taylor	<u>Ongoing</u>
	B. Develop a realistic and objective performance measurement system.	1. Research existing performance measurement systems that have a reputation for using realistic and objective measurement criterion.	Hemze Support: Taylor, Krogman, Bork	Q2, 2011 & ongoing through implementation
		2. Evaluate the present system for its strengths and areas of need.	Hemze Support: Taylor, Bork, Lundgren, Krogman	Q2, 2011 & ongoing through implementation
	C. Assess the potential and begin to identify steps necessary to implement a pay for performance compensation structure.	1. Create an employee team to serve as the project management resource for this initiative.	Hemze Support: Taylor, Frischmon, Bork, Krogman	Q2, 2011 & ongoing through implementation
		2. Research the pros and cons of a pay for performance system within local government.	Hemze Support: Taylor, Frischmon, Bork, Lundgren, Krogman	Q2, 2011 & ongoing through implementation

Goals	Strategies	Tasks	Responsibility	Implementation Timeframe
II. Culture (Continued)	<u>B. Develop a realistic and objective employee Performance Measurement System that would support the implementation of a pay for performance structure.</u>	1. <u>Create an employee team to serve as the project management resource for this initiative. (from C1)</u>	Krogman Support: Hemze	<u>Complete</u>
		2. <u>Research existing performance measurement systems that have a reputation for using realistic and objective measurement criterion. (from B1)</u>	Krogman Support: Hemze	<u>Q1 2012</u>
		3. <u>Evaluate the present system for its strengths and areas of need. (from B2)</u>	Krogman Support: Hemze	<u>2012</u>
		4. <u>Research the pros and cons of a pay for performance system with local government. (from C2)</u>	Krogman Support: Hemze	<u>2012</u>
		5. <u>Implement and train on new system.</u>	Krogman Support: Hemze	<u>2012</u>
		6. <u>Initiate Pay for Performance with NBG.</u>	Krogman Support: Hemze	<u>2014</u>
	<u>D. Continue county-wide implementation of progressive personnel policy changes such as paid time off (PTO).</u>	1. <u>Identify the major policy changes needed within the personnel policy.</u>	Krogman Support: Hemze, Frischmon, Taylor	<u>on-going</u>
		2. <u>Create an implementation plan to address each change needed.</u>	Krogman Support: Hemze, Frischmon, Taylo r	<u>Begin by Q3, 2011, on-going</u>
	<u>E. Create a leadership development culture through enhanced training and leadership development opportunities. Create a culture of learning, wellness and growth through enhanced training and development programs, encouraging staff engagement and advancement.</u>	1. <u>Develop a strong succession planning program through leadership and mentoring.</u>	Krogman Support: Taylor	<u>Begin by Q2, 2012, on-going</u>
		2. <u>Identify employee cross-training or job-blending opportunities to position the organization for greater flexibility in the future.</u>	Krogman Support: Lundgren	<u>Begin by Q4, 2011Q3 2012, on-going</u>
		3. <u>Develop customer service expectations and training.</u>	Krogman Support: Taylor	<u>Begin by Q3, 2011, on-going</u>
		4. <u>Encourage professional and personal growth by developing and funding individual training profiles, creating career development plans, <u>mentorship, support and resources.</u></u>	Krogman Support: Lundgren Taylor	<u>Begin by Q1, 2012, on-going</u>
		5. <u>Encourage cross-divisional problem solving and communication activities.</u>	Hemze Support: Taylor	<u>Ongoing</u>
		6. <u>Provide integrated programs and resources to improve the health and wellbeing of Carver County employees and their families and create a work environment that supports healthy choices.</u>	Krogman	<u>Ongoing</u>

Goals	Strategies	Tasks	Responsibility	Implementation Timeframe
III. Connections	A. Enhance the County's presence in regional, state, and federal government forums.	1. Support positions that advocate for fewer unfunded mandates and reduce the maintenance of effort requirements.	Hemze Support: Bork, Taylor	Ongoing
		2. Actively participate in regional, state and federal activities and programs to carry the message.	Hemze Support: Robjent, Lundgren	Ongoing
	B. Develop technology <u>infrastructure</u> , systems <u>and tools</u> to provide better customer service <u>and greater communication</u> to the Carver County community.	1. Expand web based tools to allow citizens to conduct county business on line and eliminate paper as much as possible. Enhance infrastructure technology to increase staff efficiencies and improve customer service.	Taylor	Q2, 2012
		2. Enhance the county web site and social media environment to provide current information and encourage interactive communication with the public. Enhance the county's presence online to include additional E-Govt services and expanded communication through social media tools.	Taylor	Q3, 2012
		3. Implement electronic permitting, inspection and data management procedures in Environmental Management and Land Management areas of responsibilities.	Wolf Support: Taylor	<u>2012</u>
		4. Utilize technology to enhance the County's commitment to protecting and providing public access to public records.	Taylor Support: Metz	<u>Ongoing</u>
	C. Promote community connectedness through partnerships with community organizations, schools and government agencies.	1. Move the collaboration between Carver and Scott County on Smart Link to a "merger."	Bork	2013
		2. Meet with City personnel on a regular basis to determine ways to provide better response times during emergency circumstances or inclement weather.	Wolf Support: Taylor	Quarterly or as needed.
		3. Consider resource sharing opportunities to avoid duplication of services and to save taxpayer monies including entrepreneurial contracts.	Hemze Support: Frischmon, Lundgren, Taylor	Ongoing

Goals	Strategies	Tasks	Responsibility	Implementation Timeframe
III. Connections (Continued)	C. Promote community connectedness through partnerships with community organizations, schools and government agencies. (continued)	4. Consider entrepreneurial contract programs through community based services such as community policing.	Frischmon	Q2 2013
		5. Leverage resources and promote community connectedness through library, <u>historical and extension programs and partnerships.</u> partnerships with community organizations, schools and governmental agencies.	Taylor	Ongoing
		6. <u>Formalize partnerships with stakeholders on homelessness issues.</u>	Bork	Ongoing
		7. <u>Explore the opportunity of merging PSAP with Scott County.</u>	Olson Support: Hemze	2012-2013
		8. <u>Develop and maintain relationships with the county's legislative delegation to accomplishing the County's legislative priorities.</u>	Hemze Support: Robjent, Frischmon, Taylor	Ongoing
	D. Plan all modes of Transportation throughout the county.	1. Plan and construct a safe and efficient multimodal system.	Robjent	Ongoing
		2. <u>Work with Southwest Transit to develop and expand public transportation routes into the western part of the county and coordinate data collection, analysis and planning. Plan for transit needs to accommodate the proposed SW Light Rail Line.</u>	Robjent Support: Wolf	Ongoing
		3. <u>Evaluate need for coordinated transit planning effort between relevant County Divisions.</u>	Wolf Support: Robjent	Ongoing
	E. Develop and continue community crime prevention and outreach activities.	1. Explore the creation of a TRIAD program which is a collaborative effort between the Sheriff's office, local police departments and senior citizens working together to reduce and prevent crimes against seniors.	Olson Support: Wolf, Metz	Q2 2012

Goals	Strategies	Tasks	Responsibility	Implementation Timeframe
IV. Finances	A. Develop a multi-year dynamic and flexible budgeting, financing and fiscal forecasting model.	1. Develop <u>Update</u> a 5-year plan to identify and fund technology investments <u>including software</u> .	Frischmon Support: Taylor	<u>2012 Budget</u> <u>2013</u>
		2. Develop a 5-year plan for levy-funded positions within the County's workforce.	Krogman <u>Frischmon</u> Support: Frischmon, <u>Krogman</u> Lundgren, Taylor	<u>2012 Budget</u> <u>2013</u>
		3. Implement an infrastructure (buildings, facilities, roads, bridges etc.) replacement fund for large capital repair projects.	Frischmon Support: Taylor, Robjent, Lundgren	<u>2012 Budget</u>
		4. Determine the viability of self-insuring employee health insurance.	Hemze Support: Frischmon, Krogman	<u>End of 2012</u> <u>2013</u>
		5. Develop a phased replacement program (including a dollar value threshold) for office equipment, computers, and other necessary equipment needed for County business.	Frischmon Support: Taylor	<u>2012 Budget</u> <u>2013</u>
		6. Implement Asset Management Systems to efficiently track and manage county assets and plan for future needs.	Taylor Support: Robjent	2011-2015
		7. <u>Develop funding strategy for the acquisition and development of park areas.</u>	<u>Robjent</u>	<u>2013</u>
	B. Actively explore and legislatively promote other sources of revenue to decrease reliance on county property taxes.	7. Research grant opportunities and alternative revenue sources available to county government <u>that supports the county's strategic plan.</u>	Frischmon Support: Robjent, Taylor	<u>2012 Budget</u> <u>2013</u>
		8. Develop a legislative platform which supports alternative revenue sources for county government	Hemze Support: Robjent, Frischmon, Taylor	<u>2012 Legislative Session</u>
		4. Research and promote non-property tax funding sources for the funding of facility security improvements.	Metz Support: Hemze	<u>2012</u>

Goals	Strategies	Tasks	Responsibility	Implementation Timeframe
V. Growth	A. Implement the elements of the Comprehensive Plan.	1. Identify the most important areas of focus and prioritize these areas for study and follow-up.	Wolf Support: Robjent, Lundgren	Ongoing
		2. Develop measurable outcomes and metrics to monitor progress.	Wolf Support: Robjent	Q2 2012
		3. <u>Coordinate and centralize data collection and analysis efforts.</u>	Wolf	<u>Q2 2012</u>
		4. <u>Evaluate potential for increased coordination with CDA around data collection, analysis and planning activities.</u>	Wolf	<u>Q3 2012</u>
	B. Create a review process to identify development needs and to seek solutions as early as possible in the process. <u>Construct sufficient county infrastructure to accommodate land development while protecting natural resources and limiting the financial burden on the existing tax base.</u>	1. Implement a cost allocation process for transportation improvements needed to support growth and development.	Robjent Support: Hemze, Frischmon	2011-2012
		2. <u>Create a review process to identify development needs and to seek solutions as early as possible in the process.</u>	<u>Robjent</u> <u>Support:</u> <u>Hemze,</u> <u>Frischmon</u>	<u>2012</u>
	C. Develop a county service strategy to efficiently accommodate citizen service needs, county staffing and facility needs.	1. Update the staffing analysis and determine where, if any, space needs exist within the county.	Taylor Support: Bork, Frischmon, Lundgren, Wolf Bork	Ongoing
		2. Improve access to all library services by responding to changes in how the public uses libraries.	Taylor	Ongoing
		3. <u>Review and improve building security for all county facilities.</u>	<u>Taylor</u>	<u>4Q 2012</u>
		4. <u>Evaluate the county tourism opportunities utilizing the UofM extension service.</u>	<u>Taylor</u>	<u>2013</u>
	D. <u>Implement the Carver County Water Organization Master Plan</u>	1. <u>Prioritize areas for implementation.</u>	Wolf	<u>Ongoing</u>
		2. <u>Measure the established short term metrics.</u>	Wolf	<u>Ongoing</u>

Carver County Board of Commissioners Request for Board Action



Agenda Item:

Curve warning sign study and update on 2012 county wide sign replacement project

Primary Originating Division/Dept: <u>Public Works - Engineering</u>	Meeting Date: <u>2/14/2012</u>
Contact: <u>Lyndon Robjent</u> Title: <u>Public Works Director</u>	Item Type: <u>Work Session</u>
Amount of Time Requested: <u>30</u> minutes	Attachments: <input type="radio"/> Yes <input checked="" type="radio"/> No
Presenter: <u>Kate Miner</u> Title: <u>Traffic Engineer</u>	

Strategic Initiative:
Communities: Create and maintain safe, healthy, and livable communities

BACKGROUND/JUSTIFICATION:

Carver County Public Works is working on updating the current Highway Signing Policy which was last updated in 1997. There are several pieces to the policy that need to be reviewed and updated in response to recent requirements in both the Federal Manual of Uniform Traffic Control Devices (MUTCD) and the Minnesota MUTCD. This effort goes hand in hand with several other projects that the Public Works Division has been working on such as asset management and the sign replacement project.

The work on updating the entire signing policy is not yet complete, but the portion on the County's use of Curve Warning signs along our corridors will have a large impact on the sign replacement project scheduled for this summer so work was done on that area first.

Staff will present the results of the curve warning study completed and demonstrate how it ties in with our recommendations for the policy update. We will also provide an update on the 2012 Sign Replacement Project.

ACTION REQUESTED:

Discuss and provide input on proposed direction for curve sign replacements.

<p>FISCAL IMPACT: <u>None</u> <i>If "Other", specify:</i> <input style="width: 250px; height: 20px;" type="text"/></p>	<p>FUNDING</p> <table style="width: 100%;"> <tr> <td style="width: 70%;">County Dollars =</td> <td style="width: 30%;"><input style="width: 100%;" type="text"/></td> </tr> <tr> <td><input style="width: 100%;" type="text"/></td> <td><input style="width: 100%;" type="text"/></td> </tr> <tr> <td>Total</td> <td style="text-align: right;">\$0.00</td> </tr> </table>	County Dollars =	<input style="width: 100%;" type="text"/>	<input style="width: 100%;" type="text"/>	<input style="width: 100%;" type="text"/>	Total	\$0.00
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Total	\$0.00						

Related Financial/FTE Comments:

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Carver County Board of Commissioners Request for Board Action



Agenda Item:

Discussion of Changes to Open Burning Ordinance - Chapter 53 of the County Code

Primary Originating Division/Dept: <u>Public Health & Environment</u>	Meeting Date: <u>2/14/2012</u>
Contact: <u>Mike Lein</u> Title: <u>Environmental Services Man...</u>	Item Type: <u>Work Session</u>
Amount of Time Requested: <u>15</u> minutes	Attachments: <input checked="" type="radio"/> Yes <input type="radio"/> No
Presenter: <u>Mike Lein</u> Title: <u>Environmental Services Mana...</u>	

Strategic Initiative:

Communities: Create and maintain safe, healthy, and livable communities

BACKGROUND/JUSTIFICATION:

Environmental Services currently manages the open burning permit program in cooperation with the MN Department of Natural Resources [DNR] and a system of local fire wardens. Most burning permits are issued by the local fire wardens - usually a resident or township official of each township. Residents drive to the fire warden's home or the town hall, pay a permit fee, and receive a 30 day paper permit. The resident calls a phone number and leaves a message each time a fire is started.

The DNR has developed an electronic internet based permit system that is being used in many other counties. This has been demonstrated for the County Board and township officials on several occasions. It allows residents to log on to the DNR website, obtain a \$5 permit that is valid for one year, and activate the permit for each burn. This system is more convenient for many [but not all] residents and enables the DNR, Environmental Services staff, and local law enforcement to have more accurate data on the location of active burns. Based on direction from the County Board and positive response from township officials, we have worked with the DNR and our County Attorney's office to draft changes to Chapter 53 of the County Code.

The DRAFT ordinance is attached with all changes highlighted. The proposed changes allow for the internet based permit as well as continuing the current fire warden/paper permit system for residents who lack internet service or prefer the paper permit system. The changes also include clarification of several other areas. These changes were reviewed with township officials at the 1-31-2012 meeting in Waconia. The Board needs to hold a public hearing to adopt these changes. We would suggest a date in mid March. Our goal is to have this internet permit system operating in April.

ACTION REQUESTED:

Discussion and input on DRAFT Open Burning ordinance [Chapter 53] and direction on public hearing date.

FISCAL IMPACT: None

If "Other", specify:

FTE IMPACT: None

FUNDING

County Dollars =	
permit fees	\$200.00
Total	\$200.00

Related Financial/FTE Comments:

The \$200 noted above is an approximate total for revenue generated by the \$5 per burning permit fee for permits issued at the Government Center. It is likely this number will be reduced as part of the new system. This will have minimal impact on the budget and should reduce staff time devoted to this program.

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CHAPTER 53: OPEN BURNING

Section

- 53.01 Purpose, scope and authority
- 53.02 General provisions
- 53.03 Standards adopted
- 53.04 Administration and enforcement
- 53.05 Permit holder responsibility
- 53.06 Prohibited materials
- 53.07 Permit required for open burning
- 53.08 Purposes allowed for open burning
- 53.09 Permit application for open burning and permit fees
- 53.10 Permit process for open burning
- 53.11 Revocation of open burning permit
- 53.12 Denial of open burning permit
- 53.13 Burning ban or air quality alert
- 53.99 Penalty

§ 53.01 PURPOSE, SCOPE AND AUTHORITY.

(A) This subchapter regulates the disposal, by the method of burning, of solid waste materials in Carver County. If a local requirement is more restrictive than the requirement found in this subchapter, the local requirement will supersede the county requirement. This subchapter has been adopted by the Carver County Board of Commissioners to protect the public's health and prevent nuisance; to protect air and ground water resources; to minimize reliance upon disposal by burning; to promote waste abatement such as recycling and composting; and to supplement and support Carver County and State of Minnesota controls over open burning.

(B) This subchapter establishes standards for the regulation of open burning activities in Carver County, Minnesota. This subchapter requires that appropriate permits be obtained from the Department of Natural Resources (DNR) for the purpose of open burns.
(Ord. 5B, passed 6-26-01)

§ 53.02 GENERAL PROVISIONS.

(A) *Definitions.* The following words and phrases, when used in this subchapter, unless the context clearly indicates otherwise, shall have the meanings ascribed to them in this section.

AGRICULTURAL FIRE. Open burning for the purpose of disposing of materials generated on ten acres or larger parcels of land that is in “agricultural use” as defined in M.S. § 17.81, as it may be amended from time to time.

BURNING BAN. The Commissioner, by written order, may suspend the issuance of permits for open fires, revoke or suspend the operation of a permit previously issued and, to the extent he or she deems necessary, prohibit the burning of all or some kinds of open fires.

BURNING RESTRICTION. No permit may be issued in instances where there are alternatives to burning or burning can be delayed until after the restriction has been lifted. Variances may be given on a case by case basis. DNR Foresters will review variance applications and make recommendations to the local Fire Chief, who will have the final authority during the restriction period.

COMMISSIONER. The Commissioner of the Department of Natural Resources.

CONSTRUCTION DEBRIS. Waste building material, packaging and rubble resulting from construction, remodeling and repair.

DEMOLITION DEBRIS. Solid waste resulting from the demolition of buildings, roads, and other man-made structures, including but not limited to, materials such as concrete, brick, bituminous concrete, treated wood, masonry, glass, rock, and plastic building parts. Demolition debris does not include asbestos wastes.

DEPARTMENT. The Carver County Environmental Services Department.

DEPARTMENT OF NATURAL RESOURCES (DNR). The Minnesota Department of Natural Resources. The DNR is charged with conserving and managing the state’s natural resources.

DESIGNATED LOCAL AUTHORITY (DLA). A representative of a local unit of government, fire chief, fire marshal, or fire warden who has been trained and certified by the DNR. The Carver County Environmental Services Department shall be the local DLA in local governmental units who do not choose to designate a DLA.

HAZARDOUS WASTE. As defined in M.S. § 116.06, as it may be amended from time to time, means any refuse, sludge, or other waste material or combinations or refuse, sludge, or other waste materials in solid, semi-solid, liquid, or contained gaseous form which because of its quantity, concentration, or chemical, physical, or infectious characteristics may: (a) cause or significantly contribute to an increase in mortality or an increase in serious irreversible, or incapacitating reversible illness; or (b) pose a substantial present or potential hazard to human health or the environment when improperly treated, stored, transported, or disposed of, or otherwise managed. Categories of hazardous waste material include, but are not limited to: explosives, flammables, oxidizers, poisons, irritants and corrosives. **HAZARDOUS WASTE** does not include source, special nuclear, or by-product material as defined by the Atomic Energy Act of 1954, as amended.

INDUSTRIAL SOLID WASTE. All solid waste generated from an industrial or manufacturing process and solid waste generated from non-manufacturing activities such as service and commercial establishments. Industrial solid waste does not include office materials, restaurant and food preparation waste, discarded machinery, demolition debris, or household refuse.

LAW ENFORCEMENT. Means any licensed peace officer.

MIXED MUNICIPAL SOLID WASTE (MMSW). Garbage, refuse, and other solid waste from residential, commercial, industrial, and community activities that the generator aggregates for disposal, but does not include auto hulks, street sweepings, ash, construction debris, mining waste, sludges, tree and agricultural wastes, tires, lead acid batteries, used oil, and other materials, collected, processed, and disposed of as separate waste streams.

OPEN BURNING. The burning of any matter if the resultant combustion products are emitted directly to the atmosphere without passing through a stack, duct or chimney, except a recreational fire as defined herein.

RECREATIONAL FIRE. A fire set with approved starter fuel, with the materials to be burned no more than 3 feet in diameter and 3 feet in height, using dry, clean wood; producing little detectable smoke, odor or soot beyond the property line; for recreational, ceremonial, food preparation or social purposes; extinguished completely before quitting the occasion; and respecting weather conditions, neighbors, burning bans, and air quality so that nuisance, health or safety hazards will not be created. Mobile cooking devices such as, charcoal grills, propane, and natural gas devices are not defined as recreational fires. Recreational fires shall not be located closer than 25 feet to any structure.

RUNNING FIRE. An open burn that is not confined to piled materials but is meant to consume materials over an unconfined area. Running fires include but are not limited to, open burning conducted to clear or maintain small areas of land surrounded by tilled agricultural land, open burning to maintain wildlife habitat in managed wildlife areas, and open burning conducted by a local government unit to maintain road rights-of-way. Permits for all running fires must be reviewed and approved by the DNR.

SNOW COVERED. The ground has a continuous unbroken cover of snow, to a depth of three inches or more, surrounding the immediate area of the fire.

STARTER FUELS. Dry, untreated, unpainted kindling, branches, or cardboard, or charcoal fire starter. Paraffin candles and alcohols are permitted as starter fuels and as aids to ignition only. Only propane gas torches or other clean gas burning devices causing minimal pollution may be used to start an open burn.

WOOD. Dry, clean fuel only such as twigs, branches, limbs, “presto logs,” charcoal, cordwood or untreated dimensional lumber. **WOOD** does not include pallets, wood that is green, with leaves or needles, rotten, wet, oil soaked, or treated with paint, glue or preservatives. Clean pallets may be used for recreational fires when cut into three-foot lengths.

(B) *Compliance.* No person shall cause or permit open burning, except in full compliance with the provisions of this subchapter.

(C) *Conditions.* Violations of any condition, imposed by the DNR, Department or DLA on a permit, shall be deemed a violation of this subchapter.

(D) *False information.* Omission of any information or submission of false information may be deemed a violation of this subchapter or may be deemed a violation of state statute.

(E) *Right of entry.* Whenever necessary to perform an inspection, to enforce any of the provisions of this subchapter, or whenever the DNR, Department, DLA or Law Enforcement has reasonable cause to believe that prohibited materials are being burned upon the premises, the DNR, Department, DLA or Law Enforcement may enter such premises at all reasonable times to inspect the same or to perform any duty imposed upon the DNR, Department, DLA and Law Enforcement by this subchapter, provided that if such premises be occupied, the authorized agent shall first present proper credentials and demand entry; and if such premises be unoccupied, the DNR, Department, DLA or Law Enforcement shall first make a reasonable effort to locate the owner or other persons having charge or control of the premises and demand entry. If such entry is refused, the DNR, Department, DLA, or Law Enforcement shall have recourse to every remedy provided by law to secure entry including administrative search warrants.
(Ord. 5B, passed 6-26-01)

§ 53.03 STANDARDS ADOPTED.

“Open Burning,” as it may be amended from time to time, M.S. §§ 88.01 to 88.22, as they may be amended from time to time, and Minnesota Uniform Fire Code (where adopted), are hereby adopted by reference and made a part of this subchapter as if fully set forth at this point.
(Ord. 5B, passed 6-26-01)

§ 53.04 ADMINISTRATION AND ENFORCEMENT.

(A) *Duties of the Department.* The Department shall be responsible for the administration and enforcement of this subchapter. The Department’s duties shall include, but are not limited to, the following:

- (1) The Department shall maintain records of open burns within Carver County;
- (2) The Department shall review and issue open burn permits for local governments who do not designate a DLA;
- (3) The Department and its agents shall administer this subchapter, investigate complaints and violations related to it and enforce the provisions of this subchapter as provided in rules and statutes;
- (4) The Department shall assist the DNR in providing training to certify a DLA;
- (5) The Department shall recommend certification of the DLA to the DNR when appropriate;

(6) The Department may decommission a DLA for failure to carry out the duties and responsibilities assigned to them;

(B) *Duties of local government.* The local government duties shall include, but are not be limited to the following:

(1) Local governmental unit may name one or more DLA as provided by this subchapter. The DLA must be trained and certified by the DNR. The local governmental unit shall provide the Department with the names and addresses of these persons. A DLA may not issue open burning permits before such notification is provided to the county.

(2) A local governmental unit may, by ordinance, require open burning regulations that are more stringent than the provisions of this subchapter.

(C) *Duties of designated local authority.* Referred to hereafter as DLA shall have the following duties:

(1) The DLA shall review applications and issue or deny permits according to the criteria established in this subchapter and the Minnesota Rules and Statutes incorporated herein by reference;

(2) The DLA shall report to the Department violations of this subchapter as they become aware of them;

(3) The DLA shall submit burn permits to the Department by the seventh day of the following month;

(4) The DLA shall issue burning permits in accordance with instructions received from the DNR;

(5) The DLA shall fill out the burning permit form;

(6) The DLA shall report all unauthorized fires through 911 and the Department;

(7) The DLA shall issue written burning permits only. Verbal permission by itself does not constitute a legal permit;

(8) The DLA shall report any problems or difficulties to the Department;

(9) The DLA shall attend training provided by the DNR or Department;

(10) A DLA shall only issue permits within their assigned commission area;

(11) A DLA who moves outside of their assigned commission area would not be authorized to continue writing permits. DLA who is no longer interested in working for the fire prevention program may simply request to be decommissioned. In addition, an individual may be decommissioned for failure to properly carry out the duties and responsibilities assigned to them;

(12) The DLA shall insure that the permit holder understands all the regulations associated with conducting an open burn.
(Ord. 5B, passed 6-26-01)

§ 53.05 PERMIT HOLDER RESPONSIBILITY.

(A) Responsibility.

(1) The permit holder is responsible for compliance and implementation of all general conditions and special conditions as established in the permit issued.

(2) A person lighting or responsible for the lighting of an agricultural fire shall also carry out the duties and responsibilities of an open burn permit holder as per this section and shall be subject to the same costs and penalties.

(3) After completing the burning permit online service application, the permit holder will be able to save an electronic copy and will be asked to print the permit. The printed permit must be present while conducting the burn.

(B) Safeguard.

(1) Open burning shall not be conducted within 100 feet of any structure.

(2) Open burning, excluding recreational fires and running fires, shall not be conducted within 50 feet of a stream, river, lake, or other water body.

(3) An open burn shall not be allowed to smolder with no flame present.

(C) Notification.

(1) The permit holder cannot conduct the burn until they have requested activation as instructed on the permit. The permit holder may activate on-line during the application process, or by calling the DNR burn activation line. Activation will only be possible if burning conditions are favorable to allow open burning; the permit holder will receive an activation code that they must write on their permit in the space provided.

(D) Attendance.

(1) Every open burn event shall be constantly attended by the permit holder or his or her competent representative.

(2) The open burn fire shall be completely extinguished before the permit holder or his or her representative leaves the site.

(E) Inspections.

(1) It is the responsibility of the permit holder to have a valid permit, on site and, available for inspection by the Department, DLA, DNR, or Law Enforcement.

(2) The permit holder shall allow the Department, DLA, DNR or Law Enforcement access on site for inspection prior to burning, while conducting the burn, as well as after the burn as referenced in division (E).

(F) *Costs and penalties.*

(1) The permit holder shall be responsible for all costs incurred as a result of the burn, including, but not limited to, fire suppression, tickets, citations and permit fees.

(2) Any person who violates any provisions of this subchapter, in addition to any penalties herein prescribed, shall also be liable in full damages to any and every person suffering loss or injury by reason of the violation, including liability to the county, cities, townships, and fire suppression and medical response teams, for all expenses incurred in fighting or preventing the spread of, or extinguishing any fire caused by, or resulting from, any violation of this subchapter. When a fire set by any person spreads to and damages or destroys property belonging to another, the setting of the fire shall be prima facie evidence of negligence in setting and allowing the same to spread.

(Ord. 5B, passed 6-26-01)

§ 53.06 PROHIBITED MATERIALS.

(A) *Prohibition.* No person shall conduct, cause or permit the open burning of any material that was not generated at the site of the open burn.

(B) *Hazardous and solid waste.*

(1) No person shall conduct, cause or permit the open burning of leaves.

(2) No person shall conduct, cause or permit the open burning of oils, petrol fuels, rubber, plastics, plastic pesticide containers, plastic liners in seed, feed, or pesticide bags, chemically treated materials, or other materials which produce excessive or noxious smoke such as tires, railroad ties, treated, painted or glued wood, composite shingles, tar paper, insulation, composition board, sheetrock, wiring, paint or paint filters, mixed municipal solid waste, hazardous waste, industrial waste, construction debris or demolition debris.

(3) No person shall conduct, cause or permit the open burning of hazardous waste, salvage operations, solid waste generated from an industrial or manufacturing process or from a service or commercial establishment, or building material generated from demolition of commercial or institutional structures.

(C) *Food waste.* No person shall conduct, cause or permit open burning of discarded material resulting from the handling, processing, storage, preparation, serving or consumption of food.

(D) *Wetlands, grasslands and farm fields.* No person shall conduct, cause, or permit the open burning of wetlands, grass lands, pastures, crop residue, or road rights-of-way except as provided in § 53.08.

(E) *Animal carcasses.* No person shall conduct, cause, or permit the open burning of any dead domestic animal without the approval of the Department. Such burning shall be permitted only to abate an immediate public health threat.

(F) *Structures.* No person shall conduct, cause or permit the open burning of a structure except as provided in § 53.08.

(Ord. 5B, passed 6-26-01)

§ 53.07 PERMIT REQUIRED FOR OPEN BURNING.

(A) *Permit required.* No person shall start or allow any open burning on any property in the county without having obtained valid open burning permit.

(B) *Recreational fires.* Recreational fires, as defined in § 53.02, are exempt from this provision year round.

(C) *Snow cover.* A permit is required at all times throughout the year, even when the ground is snow covered.

(Ord. 5B, passed 6-26-01)

§ 53.08 PURPOSES ALLOWED FOR OPEN BURNING.

(A) When all alternative utilization methods for brush has been deemed not practicable, open burning will be permitted. This decision shall be made by the DLA, the Department, or the DNR.

(B) Open burn permits may be issued only for the following purposes:

(1) *Fire or health hazard.* Elimination of fire or health hazard that cannot be abated by other practical means.

The Commissioner may allow burning of prohibited materials when the commissioner of health or the local board of health has made a determination that the burning is necessary to abate a public health nuisance.

(2) *Maintenance or construction.* Ground thawing for utility repair and construction.

(3) *Disposal.*

(a) Disposal of vegetative matter for managing forest, prairie or wildlife habitat, and in the development and maintenance of land and rights-of-way where chipping, composting, landspreading or other alternative methods are not practical.

(b) Disposal of wet hay windrowed in a field or pasture.

(c) Disposal of bailing twine and/or paper feed sacks without plastic liners.

(d) Disposal of diseased trees, diseased or infected nursery stock, and diseased bee hives, all generated on site.

(e) Disposal of unpainted, untreated, non-glued lumber and wood shakes where recycling, reuse, removal or other alternative disposal methods are not practical, and provided that the material was not generated by demolition of a commercial or institutional structure. A farm building is not a commercial structure.

(4) *Fire department training.*

(a) Permits for structures can only be issued by the DNR.

(b) The property owner or project contractor shall obtain a demolition permit from the local unit of government.

(c) All required paperwork provided by the Minnesota Pollution Control Agency shall be completed.

(d) Fire departments shall ensure that the property owner properly dispose of all debris following permitted burns. Receipts, showing proper disposal, shall be retained by the fire department for the period of three years upon removal of the debris.

(Ord. 5B, passed 6-26-01)

§ 53.09 PERMIT APPLICATION FOR OPEN BURNING AND PERMIT FEES.

(A) *Application.* Open burning permits shall be obtained by making application through the DNR's burning permit online service or on a form provided by the DNR.

(B) *Permit fee.*

(1) A permit fee is collected at the time of applying for a permit on the DNR's burning permit online service. The burning permit online service fee shall be set by the DNR.

(2) Application and permit fees for permits reviewed or issued by the Department shall be set by resolution of the Carver County Board of Commissioners. The Board of Commissioners may, at other times, amend its resolution setting the fees as it deems necessary. The fees established by the Board of Commissioners resolution shall continue to be the required fee until amended by a resolution.

(3) A DLA may require application or permit fees for permits issued in their jurisdiction. These fees may be set and amended by resolution by the DLA as it deems necessary.

(Ord. 5B, passed 6-26-01)

§ 53.10 PERMIT PROCESS FOR OPEN BURNING.

(A) *Review, approval and attached conditions.*

(1) Upon receipt of a completed open burning permit application, the Department or DLA shall review and approve or deny the application. The Department or the DLA may attach conditions to the permit consistent with Minnesota Pollution Control Agency (MPCA), DNR, Department, or local regulations and ordinances. The DLA may also attach reasonable special conditions to the permit due to site specific conditions which would or which may have the potential to create safety or pollution concerns or nuisance conditions.

(2) Permits for all running fires and structures must be reviewed and approved by the DNR. Permits for other permitted materials may be reviewed and issued by the Department or DLA. A Department or DNR representative may inspect the proposed burn site and may deny the issuance of the permit based upon finding that a practical alternative method of disposal exists, or safety, pollution or nuisance conditions may result.

(3) A permit for a running fire may be issued for the purpose of maintaining wildlife habitat, establishing and/or maintaining a prairie, maintenance of road rights-of-way, and for maintenance of small areas of land surrounded by tilled agricultural land.

(4) Permits for running fires, set to maintain road rights-of-way, may be issued only to local governmental units.

(B) *Permit length.*

(1) Permits obtained through the DNR burning permit online service or through a DLA are valid for the calendar year in which they are purchased, but must be activated each day burning occurs.

(Ord. 5B, passed 6-26-01)

§ 53.11 REVOCATION OF OPEN BURNING PERMIT.

The open burning permit and the right to conduct an agricultural fire is subject to revocation at the discretion of a DNR, the Department, DLA, or Law Enforcement. Reasons for revocation include, but are not limited to: discovery of inappropriate materials at an open burn site, a fire hazard existing or developing during the course of the burn, any of the conditions of the permit being violated during the course of the burn, pollution or nuisance conditions developed during the course of the burn, or a fire smoldering with no flame present.

(Ord. 5B, passed 6-26-01)

§ 53.12 DENIAL OF OPEN BURNING PERMIT.

The Department or a DLA may deny the open burning permit application based on the following circumstances:

(A) If established criteria for the issuance of an open burning permit are not met during review of said application;

- (B) It is determined that a practical alternative method of disposal of the material exists;
- (C) A pollution or nuisance condition would result;
- (D) Inappropriate weather conditions; or
- (E) Any other condition as determined by the Department or DLA.

(Ord. 5B, passed 6-26-01)

§ 53.13 BURNING BAN, BURNING RESTRICTIONS OR AIR QUALITY ALERT.

No recreational fire, open burn or agricultural fires will be permitted when the Department or DNR has officially declared a burning ban due to potential hazardous fire conditions or when the Minnesota Pollution Control Agency (MPCA) has declared an Air Quality Alert.

No open burn or agricultural fires will be permitted when the Department or DNR has officially declared burning restrictions. A variance to permit open burning, however, may be obtained for special circumstances through the DNR.

(Ord. 5B, passed 6-26-01)

§ 53.99 PENALTY.

(A) *Misdemeanor.* Except as where separately provided for in §§ 53.01 through 53.13 or state statutes, any person who fails to comply with the provisions of §§ 53.01 through 53.13 is guilty of a misdemeanor. A separate offense shall be deemed committed upon each day during or on which a violation occurs or continues.

(B) *Civil actions and injunctive relief.* In the event of a violation or a threat of violation of §§ 53.01 through 53.13, the county may institute appropriate actions or proceedings, including injunctive relief to prevent, restrain, correct or abate such violations or threatened violations. The county may recover costs incurred for corrective action in a civil action in any court of competent jurisdiction or, at the discretion of the County Board, the costs may be certified to the County Auditor as a special tax against the real property.

(C) *Permit issuance and denial.* In the event that a violation of §§ 53.01 through 53.13 or any state or local ordinance occurs, the violator must apply for any future permits through the Department.

(Ord. 5B, passed 6-26-01)

Carver County Board of Commissioners Request for Board Action



Agenda Item:

Discussion of 2012 Carver County Solid Waste Master Plan

Primary Originating Division/Dept: <u>Public Health & Environment</u>	Meeting Date: <u>2/14/2012</u>
Contact: <u>Mike Lein</u> Title: <u>Environmental Services Man...</u>	Item Type: <u>Work Session</u>
Amount of Time Requested: <u>60</u> minutes	Attachments: <input checked="" type="radio"/> Yes <input type="radio"/> No
Presenter: <u>Mike Lein</u> Title: <u>Environmental Services Mana...</u>	

Strategic Initiative:

Communities: Create and maintain safe, healthy, and livable communities

BACKGROUND/JUSTIFICATION:

The Minnesota Pollution Control Agency [MPCA] amended and adopted the Metropolitan Solid Waste Policy Plan in 2011. This Plan includes policies and goals for solid waste management in the Twin Cities Metro Area over a 20 year time frame going forward to 2030. Carver County and the six other metro counties are now required by State statute to update County Solid Waste Master Plan's to implement the State Policy Plan. For example, the State Policy Plan sets a goal of increasing recycling in the Metro Area from an actual 2008 level of 41% to within a range of 45% to 48% by 2015.

The Solid Waste Management Coordinating Board [SWMCB] developed a regional Solid Waste Master Plan that details how the SWMCB member counties [Anoka, Carver, Dakota, Hennepin, Ramsey, and Washington] will work together via the joint powers agreement to meet regional goals. The Regional Master Plan was unanimously adopted by the SWMCB Board on December 14, 2011. It was developed with extensive input from staff, commissioners, the general public, and the waste management industry. Each metro county must now develop a county specific plan that details how the county will assist the region in meeting waste management goals. These six county Master Plans will then be bundled with the Regional Master Plan and submitted to the MPCA for approval.

State statute outlines the process that counties must use to adopt the Master Plan. This includes seeking input from local governments, the public, industry and business, and the waste management industry including haulers and facility operators. Environmental Services staff have been reviewing a DRAFT Carver County Master Plan with these groups including meeting one on one with cities and solid waste haulers. Staff have reviewed parts of the plan with the Water Environment & Natural Resources Committee several times. On January 31, 2012 the committee reviewed and commented on a list of existing and new policies for solid waste programs.

The DRAFT Plan has two major parts. One is a description of the existing solid waste management system in Carver County. The second is a list of policies and programs that will be needed to meet the waste management goals. Attached is a summary of the goals and policies that have been developed. Most of these represent enhancements to existing programs such as the Environmental Center. The purpose of the work session will be to review and discuss these with the County Board. The County Board must hold a public hearing before formally adopting the Solid Waste Master Plan. Many SWMCB counties will be holding public hearings in March.

ACTION REQUESTED:

Discuss and provide input on the DRAFT Carver County Solid Waste Master Plan goals, policies, and related programs.

FISCAL IMPACT: Included in current budget

If "Other", specify:

FTE IMPACT: None

FUNDING

County Dollars =	
Solid Waste Fee	\$950,000.00
State Grants	\$400,000.00
Fees & other revenue	\$250,000.00
Total	\$1,600,000.00

Related Financial/FTE Comments:

The funding amounts listed are approximates based on the adopted 2012 budget and previous years experience. The DRAFT Solid Waste Master Plan assumes that solid waste program will continue to be funded from existing, non-General Levy funds including the current Solid Waste Service Fee, grants, and solid waste revenues. These currently total about \$1.6 million. This will need to be reviewed through the yearly budget process as progress towards goals is evaluated.

Office use only:

RBA 2011- 1...

DISCUSSION WORKSHEET: PROPOSED CONTINUED AND NEW STRATEGIC APPROACHES

Carver County Solid Waste Master Plan February 2012

1) EDUCATION AND OUTREACH	
Goals:	
<ol style="list-style-type: none"> 1. Provide residents & businesses with the knowledge to properly manage waste. 2. Provide practical messages that motivate broad-based behavior change and stress opportunities to “do something” – actively participate in recycling, composting, reuse, and related solid waste programs. 	
Continued Approaches:	
<ul style="list-style-type: none"> • Offer toolkits and resources for environmental education to schools and civic groups. • Offer tours at the Environmental Center. • Leverage partners for education and outreach (e.g., SWMCB Rethink Recycling, city newsletters). • Use “traditional” website, print materials, and advertising to promote proper waste management. 	
New Strategic Approaches:	Comments and Notes
<ul style="list-style-type: none"> • Enhance the frequency of messages to increase awareness for proper waste management. 	Current weakness – need an ongoing scheduled program of press releases, ads, etc.
<ul style="list-style-type: none"> • Develop new and consistent educational information for recycling drop-off sites. 	Reinvigorate recycling at drop off sites using new brochures, signage, and other methods with a consistent, ongoing message.
<ul style="list-style-type: none"> • Increase and use “nontraditional” or new educational media such as social networking to reach and influence audiences. 	County now has “social media” policy and is starting efforts in this area. Take advantage of new opportunities such as Facebook.
<ul style="list-style-type: none"> • Develop and launch a new County website dedicated to solid and hazardous waste management education and outreach. 	Current website is hard to find and does not provide public with the proper information. Would increase awareness.
<ul style="list-style-type: none"> • Educate residents and businesses as new recycling options become available (e.g., Plastics 1-7). 	Fits with other strategies – need to make the most of opportunities to educate. New recycling options are always “popping” up – use new opportunities as a message.
New Strategic Approaches - More Time and Resources:	Comments and Notes
<ul style="list-style-type: none"> • Engage the community by hosting workshops and classes on at the Environmental Center on topics such as composting, toxicity awareness & reduction, recycling. 	Hennepin has done something similar in 2011. Need to do a “pilot” to see if people show up? Partner with Arboretum or others?
<ul style="list-style-type: none"> • Evaluate and develop education for under-served sectors, such as businesses and multifamily residences (e.g., apartment complexes, independent living). 	Survey to determine size/scope of issue? Work with CDA owned properties?

2) REGULATION	
Goals:	
<ol style="list-style-type: none"> 1. Regulation supports education and opportunities to reinforce proper management of wastes. 2. Use consistent application of regulatory tools to support the Waste Management Hierarchy. 	
Continued Approach:	
<ul style="list-style-type: none"> • Regulate waste generators, facilities and haulers for environmental protection. • Continue implementing the statewide Hazardous Waste Healthcare Initiative to all Healthcare facilities. 	
New Strategic Approaches:	Comments and Notes
<ul style="list-style-type: none"> • Evaluate enhanced regional hauler licensing requirements to improve recycling and organics management efforts. 	Work with SWMCB as part of regional plan.
<ul style="list-style-type: none"> • Evaluate and update regulatory tools to promote waste management at the highest level of the waste management hierarchy. 	Work with SWMCB as part of regional plan.
<ul style="list-style-type: none"> • Evaluate and develop a license for compost sites. 	Currently license other solid waste facilities. Makes sense given history and probably future needs.
New Strategic Approaches - More Time and Resources:	Comments and Notes
<ul style="list-style-type: none"> • Evaluate a program to reduce burn barrels through education and improved enforcement. 	County Board issue? Info needed to determine scope of “problem”? Burn barrel “buy back” program?

3) LAND DISPOSAL	
Goals:	
<ol style="list-style-type: none"> 1. Reduce the amount of waste that is landfilled by promoting and implementing reduction, reuse, recycling, organics management, and waste processing programs. 	
Continued Approaches:	
<ul style="list-style-type: none"> • Recognize that landfills are part of an integrated waste system. • Educate citizens & businesses about alternatives to landfilling. 	
New Strategic Approaches:	Comments and Notes
<ul style="list-style-type: none"> • Assist the regional and State effort to work with the waste industry to improve diversion opportunities at facilities (e.g., on-site recycling at transfer facility). 	Currently one transfer station in Carver County – NYA. Discuss with Waste Management?
New Strategic Approaches - More Time and Resources:	Comments and Notes
<ul style="list-style-type: none"> • Consider banning additional materials from land disposal (e.g., cardboard, organic waste) if Policy Plan objectives are not met by 2015 & beyond. 	How would we do? County level only? SWMCB level?

4) RESOURCE RECOVERY	
Goals:	
<ol style="list-style-type: none"> 1. Maximize the use of the existing resource recovery facility capacity serving the Metropolitan Area. 	
Continued Approaches:	
<ul style="list-style-type: none"> • Support State efforts to enforce statutory waste processing requirements. • Send waste generated from County owned/operated facilities & operations to resource recovery facilities. 	
New Strategic Approaches:	Comments and Notes
<ul style="list-style-type: none"> • Consider new waste processing facilities & technologies as opportunities & issue arise. 	Means “keeping an open mind” to any proposals that come our way. Unlikely but possible.

5) ORGANICS MANAGEMENT

Goals:

1. Assist in the development of organics collection and management programs.
2. Increase organics collection by 20% by 2015.

Continuing Approaches:

- Partner with private business and other public entities on organic waste management including research & facility development.
- Assist schools and other facilities and organizations in developing and expanding organic waste collection programs.
- Assist in the operation of the organics composting demonstration site and aid the Minnesota Pollution Control Agency in the rules revision process.
- Host on-site organics programs including home composting education and backyard bin distribution.

New Strategic Approaches:

- Offer grants for organics diversion to reduce the capital costs of implementing new collection programs.

Comments and Notes

Unused municipal/township grant dollars could be used to fund this program. Typical funding available would be total of about \$10,000. Evaluate on an annual basis.

- Develop and expand organics collection by providing technical assistance and education material to haulers and businesses.

Make sure all haulers and businesses are aware of existing and new opportunities.

- Measure the impact of organics diversion programs through surveys and data collection.

County will conduct surveys of haulers and residents to measure organics programs. Too detailed?

- Assist cities with organized collection in adding organic waste composting programs to their franchise agreements.

Staff can provide assistance to interested cities with hauler agreements to develop organics collection programs.

New Strategic Approaches - More Time and Resources:

Comments and Notes

- Site and promote additional residential organic drop-off locations.

There is currently 1 organics drop-off located at the EC. This service could be added to drop-off sites or other centrally located sites. Residents could drop-off organic waste at no charge.

- Encourage high food waste generators such as grocery stores, restaurants, and schools to begin organics recycling programs. Provide educational and technical assistance to ensure these programs are successful.

Ongoing staff capacity to accomplish this may be an issue.

- Consider mandating that haulers provide organics collection for residents and businesses if needed to meet Master Plan goals [2015].

Evaluate in 2015. Capacity exists for this waste with the new site opening in Scott County. Mandate collection service if haulers are not providing and if goals aren't met.

6) RECYCLING

Goals:

1. Ensure that convenient opportunities for recycling exist for both rural and city residents & businesses.
2. Increase recycling to meet Metro Policy Plan goals.

Continued Approaches:

- Ensure residents have the opportunity to recycle via both curbside and drop-off services.
- Develop recycling programs for public entities and community events (e.g., schools, County Fair).
- Provide recycling drop-off opportunities at Environmental Center for residents and businesses.
- Support local municipalities' recycling programs through Solid Waste grants.
- Partner with the Adult Training and Habilitation Center in Watertown for the operation of a full service recycling facility.
- Operate three rural recycling drop-off locations in the Cities of Mayer/New Germany, Norwood Young America and Cologne.

New Strategic Approaches:

Comments and Notes

<ul style="list-style-type: none"> • Enhance waste prevention and recycling education by developing a new County Recycling web site. 	Low cost high payback project. Already mentioned in Education section.
<ul style="list-style-type: none"> • Establish a recycling containers loan program to assist event organizers with providing recycling services. 	Carver County received a RAM grant that will give the County 50 "Clear Stream" bins to loan to organizations.
<ul style="list-style-type: none"> • Assist businesses in the County with the development of their recycling programs. 	Increase outreach and technical assistance to business. Staff resources may be an issue.
<ul style="list-style-type: none"> • Expand existing curbside collection programs to more materials. 	Talk to haulers about adding 1- 7 plastics and single sort?
<ul style="list-style-type: none"> • Expand recycling programs by re-evaluating the dispersal of City and Township grant funds. 	Funds are routinely unspent from City/Township grants. Require more measurement/accountability and promotion through local resources. Dedicate unused funds to expansion projects.
<ul style="list-style-type: none"> • Lead by example by improving waste prevention and recycling in public-sector operations, facilities, and at sponsored events. 	Expand on recent work involving including County fair and other community events.
<ul style="list-style-type: none"> • Partner with ATHC to expand county wide "Away From Home" recycling program that services county and city parks as well as gas stations. 	Expands our existing partnership with ATHC into other recycling related programs.
<ul style="list-style-type: none"> • Implement a polystyrene recycling program that links area schools and retailers to local processor. 	This is a low cost program that can divert a difficult to recycle item. Maybe need funds for "densifier".
<ul style="list-style-type: none"> • Evaluate potential new services at EC and ATHC to offer residents such as adding additional material to acceptable list. 	Additional material can include: Mattresses, polystyrene, furniture, car seats, etc.
<ul style="list-style-type: none"> • Establish a mini grant program for the purpose of expanding event recycling and school recycling programs. 	Schools need funding to establish recycling collection programs.
New Strategic Approaches - Harder To Do:	Comments and Notes
<ul style="list-style-type: none"> • Work with food producers, grocers, restaurants, and schools to donate surplus meals and staple food items to local food banks. 	How practical is this for use? Research needed?
<ul style="list-style-type: none"> • Reduce Special Waste collections and encourage residents to utilize permanent facilities. 	Savings could be used to fund other programs but may reduce opportunities for western residents.

<ul style="list-style-type: none"> Consider mandatory recycling for residents and businesses if sufficient progress is not made to meet Master Plan goals. 	Examples – needs more research.
7) SOURCE REDUCTION AND REUSE	
Goals:	
1. Reduce waste generation and increase reuse.	
Continued Approaches:	
<ul style="list-style-type: none"> Promote reuse opportunities such as the Reuse Room at the Environmental Center & other organized reuse programs. Educate residents and businesses on existing reuse programs. 	
New Strategic Approaches:	Comments and Notes
<ul style="list-style-type: none"> Expand local reuse opportunities such as the Reuse Room at the Environmental Center and Watertown Eco-Site. 	Dedicate more staff resources to reuse of HHW and other items at the EC.
<ul style="list-style-type: none"> Increase promotion of reuse options such as the Reuse Rooms at ATHC & EC and other private and non-profit services. 	Great resource for residents and a way to reduce HHW disposal cost.
<ul style="list-style-type: none"> Evaluate increasing the size of the Reuse Room at the Environmental Center. 	Potential expansion into Environmental Center office space.
<ul style="list-style-type: none"> Evaluate and enhance environmentally preferable practices in County operations including paper reduction. 	Started as part of IS effort and Energy Grant.
New Strategic Approaches - Harder To Do:	Comments and Notes
<ul style="list-style-type: none"> Develop a program to identify working electronics dropped at the Environmental Center and offer them back out for reuse. 	Fits in with expansion of existing re-use room. Liability? Effect on contract with Dynamic?
<ul style="list-style-type: none"> Develop and maintain an inventory of reuse opportunities such as “second hand shops”. 	Time intensive to develop and keep updated. County policy needed due to promotion of private business?

8) NON-MSW MANAGEMENT	
Goals:	
<ol style="list-style-type: none"> Support reduction, reuse, recycling and processing of non-MSW consistent with the solid waste management hierarchy. Support the private sector in expanding markets that recycle and/or beneficially use non-MSW such as biomass, tear-off asphalt shingles, and wallboard. 	
Continued Approaches:	
<ul style="list-style-type: none"> Support State and Regional non-MSW programs via SWMCB. 	
New Strategic Approaches:	Comments and Notes
<ul style="list-style-type: none"> Encourage county transportation and paving projects to incorporate tear-off shingles specifications into bidding process for the asphalt related projects. 	Work with SWMC as part of regional plan. Ability to influence Carver County projects?
<ul style="list-style-type: none"> Develop model language for county projects requiring that construction and demolition waste be reused and recycled to the greatest extent possible. 	Work with SWMCB as part of regional plan.
<ul style="list-style-type: none"> Evaluate the need for the current Carver County 	Implemented this program in 2001 to track a subsidy

non-MSW hauler license program.	offered for non-MSW processing. Subsidy ended in 2003. Need and usefulness? Regional effort?
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9) HAZARDOUS WASTE	
Goals:	
1. Increase opportunities for appropriate hazardous waste and problem material management.	
Continued Approaches:	
<ul style="list-style-type: none"> Provide convenient opportunities for proper hazardous waste and problem material management by residents and businesses. Regulate hazardous waste management for public health and environmental protection. 	
New Strategic Approaches:	Comments and Notes
<ul style="list-style-type: none"> Develop interim collection programs for materials suitable for product stewardship initiatives (e.g., pharmaceuticals). 	Provide programs for hazardous waste management but strive to implement product stewardship programs like ewaste, fluorescent bulbs, and pesticides so that manufacturers share responsibility in proper management.
<ul style="list-style-type: none"> Increase hazardous waste drop-off opportunities and materials collected. 	Evaluate extending Saturday hours and weekday hours/days at the Environmental Center to reduce traffic on Saturdays and Wednesdays.
<ul style="list-style-type: none"> Promote the existing VSQG Hazardous Waste Collection Program for businesses. 	Need consistent promotion and education as mentioned in other areas.
<ul style="list-style-type: none"> Assist as needed with local law enforcement based “Drug Take Back” programs from the public. 	Lock boxes at Law Enforcement facilities seem to be the preferred collection method – short term until development of product stewardship program including drug manufactures?
New Strategic Approaches - Harder To Do:	Comments and Notes
<ul style="list-style-type: none"> Work with other public entities and the private sector to remove hazardous waste and problem materials prior to building demolition and remodeling. 	Programs in place in some other counties. Extent of problem? Staff time needed? County Board buy-in? Discuss with cities?

10) COST AND FINANCE	
Goals:	
1. Long-term revenue and funding sources and policies support waste management programs that meet Regional & State goals for solid waste management.	
Continued Approaches:	
<ul style="list-style-type: none"> Collect and manage regulatory/license fees and Solid Waste Service Fee. Manage ongoing solid waste grants and research new opportunities for grant funds. Support Product Stewardship efforts to reduce management costs. Fund community and County waste management programs, including improved infrastructure. Evaluate long-term funding options to support effective programs and activities. 	
New Strategic Approaches - Harder To Do:	Comments and Notes
<ul style="list-style-type: none"> Dedicate municipal/TWP solid waste grant dollars for coupon programs committed for disposal at Environmental Center and Eco-Site. 	Expands options for residents while saving them money. Cities/townships may not agree – reduced funding for yard waste and litter programs?

11) Yard Waste	
Goals:	
Continued Approaches:	
<ul style="list-style-type: none"> Provide funding for City managed yard waste 	
New Strategic Approaches:	Comments and Notes
<ul style="list-style-type: none"> ? 	
New Strategic Approaches - Harder To Do:	Comments and Notes
<ul style="list-style-type: none"> Attach goals to City funding 	Need to be clearly defined. Is voluntary right now.

What are the Waste Management Objectives?

Metropolitan Solid Waste Management Policy Plan, 2010-2030

Table 1a: MSW Management System Objectives in Percentages

	Carver County 2010 (actual)	Metro Area 2008 (actual)	2015	2020	2025	2030
Source Reduction & Reuse	-	-	1-2%	2-4%	3-5%	4-6%
Recycling	35%	41%	45-48%	47-51%	49-54%	54-60%
Organics	11%	2%	3-6%	4-8%	6-12%	9-15%
Resource Recovery	5%	29%	32-34%	32-33%	30-31%	28-24%
Land Disposal	49%	28%	20%	17%	15%	9%

Table 1b: MSW Management System Objectives in Tonnages (in 1,000s of Tons)

	Carver County 2010 (actual)	Metro Area 2008 (actual)	2015	2020	2025	2030
Source Reduction & Reuse	0	0	8 - 15	29 - 59	74 - 131	164 - 241
Recycling	34	1,361	1,672 - 1,780	1,871 – 2,015	2,053 – 2,230	2,327 – 2,535
Organics	11	81	111 - 222	159 - 356	251 - 495	388 - 634
Resource Recovery	5	974	1,183 - 1,270	1,270	1,270	1,210 - 1,000
Land Disposal	48	749	749	681	615	384
Total Tons Managed	98	3,357	3,716 - 3,708	3,981 - 3,950	4,189 – 4,129	4,309 - 4,225