



Board of County Commissioners Agenda Request

7A
Agenda Item #

Requested Meeting Date: November 28, 2023

Title of Item: Amend & Adopt The Greater MN Recycling Grant Resolution and Budget

<input checked="" type="checkbox"/> REGULAR AGENDA	Action Requested:	<input type="checkbox"/> Direction Requested
<input type="checkbox"/> CONSENT AGENDA	<input type="checkbox"/> Approve/Deny Motion	<input type="checkbox"/> Discussion Item
<input type="checkbox"/> INFORMATION ONLY	<input checked="" type="checkbox"/> Adopt Resolution (attach draft)	<input type="checkbox"/> Hold Public Hearing*

**provide copy of hearing notice that was published*

Submitted by: Andrew Carlstrom	Department: Environmental Services
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Presenter (Name and Title): Andrew Carlstrom, Environmental Services Director	Estimated Time Needed: 10 Minutes
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Summary of Issue:

In 2022, Aitkin County applied for and received the Greater Minnesota Recycling and Composting grant in an effort to increase more access and participation of recycling in rural Aitkin County. Aitkin County was awarded the maximum grant dollars of \$91,325.00 from the MPCA.

The grant budget has been amended with the assistance of the MPCA to reflect more accurately the execution of the grant. Attached are the amended budget and amended work plan.

Alternatives, Options, Effects on Others/Comments:

Recommended Action/Motion:

Approval of a resolution to adopt the amended Greater Minnesota Recycling Grant, contingent upon the approval by the County Attorney, and authorize the County Administrator as authorized signer and Environmental Services Director as the Program Grant Manager.

Financial Impact:

Is there a cost associated with this request? Yes No

What is the total cost, with tax and shipping? \$ 115,008.27

Is this budgeted? Yes No *Please Explain:*

Total grant monies anticipated from MPCA = \$87,500.00
Total in-kind and match anticipated from Aitkin County = \$27,508.27

CERTIFIED COPY OF RESOLUTION OF COUNTY BOARD OF AITKIN COUNTY, MINNESOTA

PROPOSED November 28, 2023

By Commissioner:

20231128-xxx

Adopt Amended Greater Minnesota Recycling Grant

WHEREAS, Aitkin County (Minnesota) has applied for and been awarded a grant for \$91,325.00 from the Minnesota Pollution Control Agency (MPCA), under its FY2022 Greater MN Recycling and Composting Grant Program; and

WHEREAS, Aitkin County (Minnesota) is committed to implementing the proposed project as described in the grant application; and

NOW, THEREFORE BE IT RESOLVED, that the Aitkin County Board of Commissioners hereby agrees to accept this grant as amended, and which supersedes any previous resolutions, in order to carry out the project specified there in and to comply with all of the terms, conditions, and matching provisions of the grant agreement; and

BE IT FURTHER RESOLVED, the County authorizes the County Administrator Jessica Seibert as authorized signer of the grant and Aitkin County Environmental Services Director Andrew Carlstrom as Program Grant Manager and signer.

FIVE MEMBERS PRESENT

All Members Voting

STATE OF MINNESOTA}
COUNTY OF AITKIN}

I, Jessica Seibert, County Administrator, Aitkin County, Minnesota do hereby certify that I have compared the foregoing with the original resolution filed in the Administration Office of Aitkin County in Aitkin, Minnesota as stated in the minutes of the proceedings of said Board on the 28th day of November, 2023 and that the same is a true and correct copy of the whole thereof.

Witness my hand and seal this 28th day of November, 2023

Jessica Seibert
County Administrator

Greater Minnesota
 Recycling and
 Composting Grant
Budget

Budget: Aitkin County

Cost Category	Cost (\$/unit) *not to exceed rate	Quantity	Grant Funds	Total Match	Total Budget
Task 1					
Program Development meetings, travel, website development, marketing material development, customer recruitment and support, driver recruitment, education, orientation, research, administration and facilitation	\$39.99/hr*	200 hours	\$30,000.00	\$6,343.00	\$36,343.00
Print participant recruitment materials	\$1.53/copy	3176 copies	\$6,000.00	\$4,859.28	\$10,859.28
Print participant recruitment tax bill stuffer	\$0.50/copy	6252 copies	\$0.00	\$3,125.00	\$3,125.00
Disseminate participant recruitment materials via: county email listserv, partnership with health care system HR department, county/city websites and social media, 4 township meetings	\$39.99/hr*	85 hours	\$0.00	\$1,881.19	\$1,881.19
Task 1 Total			\$36,000.00	\$16,208.47	\$52,208.47
Task 2					
Employment opportunity promotion (via local unemployment agency, newspaper ad, social media ad, county/city website, Central Lakes College, Aitkin High School)	39.99/hr*	20 hours	\$0.00	\$500.00	\$500.00
Virtual Orientation for Drivers			\$8,000.00	\$0.00	\$8,000.00
Recyclops bags distributed to opt-in participants			\$2,000.00	\$0.00	\$2,000.00
Task 2 Total			\$10,000.00	\$500.00	\$10,500.00
Task 3					
Drivers conduct biweekly pick up schedules, email and phone surveys			\$41,500.00	\$0.00	\$41,500.00
County Recycling Facility operational costs	\$1,000/mo	10 months	\$0.00	\$10,000.00	\$0.00
Task 3 Total			\$41,500.00	\$10,000.00	\$51,500.00
Task 4					
Reporting (interim, progress, final)	\$39.99/hr*	20 hours	\$0.00	\$799.80	\$799.80
Task 4 Total			\$0.00	\$799.80	\$799.80
Total Budget			\$87,500.00	\$27,508.27	\$115,008.27



Attachment A Work Plan
Greater Minnesota Recycling and Composting Grant

Swift #:209372
AJ #:100574
Activity ID: PRO20220001

Project title: A novel service model to increase access to household recycling in Aitkin County, MN

1. Project Summary

Organization: Aitkin County
Grantee contact name: Andrew Carlstrom
Title: Environmental Services Director
Address: 307 2nd St, NW, Room 219
Aitkin, MN 56431
Phone: 218.927.7342
E-mail: Andrew.carlstrom@co.aitkin.mn.us

Minnesota Pollution Control Agency (MPCA) contact(s):

MPCA project manager: Danielle Drussell
Title: Environmental Specialist
Address: MPCA, 520 Lafayette Road N
Saint Paul, MN 55155
Phone: 218-302-6811
E-mail: danielle.drussell@state.mn.us

Start Date: 5/2022 End Date: 6/30/2025

Project Totals: Grant: \$87,500.0091,325.00 Match:
\$27,508.2762,850.00 Project Total: \$115,008.27154,175.00

2. Statement of project details

Aitkin County seeks to make curbside recycling more accessible to all county residents by implementing an innovative curbside residential recycling service option alongside grant project partner Recyclops.

Utah-based Recyclops serves over 100 U.S. communities with curbside recycling services who otherwise wouldn't have access to a residential recycling program. Recyclops helps communities avoid the large capital equipment and administrative costs of traditional municipal recycling programs by using an Uber-style pick up service. Residents sign up for a weekly or biweekly subscription curbside recycling service, and Recyclops hires local drivers with any size vehicle who then pick-up the recyclables and deliver them to area transfer stations or materials recycling facilities (MRFs).

For this project, Aitkin County and Recyclops will collaboratively recruit about 625-1260 households to sign up for a ten-month (March 2023-December 2024) Recyclops subscription. The subscription will come at a discounted rate of \$105/month, subsidized by the grant funding. The full cost of a Recyclops monthly payment ranges from \$12-\$25/month, depending on the frequency of service. Recyclops will hire local residents as pick-up personnel. The 10-month period will test the appetite of Aitkin County residents to continue the Recyclops curbside recycling service model.

The goals of the project are twofold:

3. Goal statement, project evaluation plan, tasks, and subtasks

Goal statement:

#1: Increase the county household recycling participation rate from 20% to 35% by contracting with Recyclops to provide 625-1,250 Aitkin County residents with access to curbside recycling services.

#2: Test the efficacy of Recyclops' Uber-style curbside recycling services for continuance in Aitkin County and replicability in

other Minnesota communities

Project evaluation plan: Success will be measured by participation numbers, volume of materials recovered versus historical baselines, as well as resident feedback to continue services beyond the scope of the grant project period.

Learning Outcomes: The County foresees three learning outcomes as follows:

#1: Gaining a better understanding of resident needs by learning about the desire for participation in local recycling programs. Currently, the recycling rate is between 17-20%, with a goal of an increase to 35%

#2: Determine if the Recyclops Uber-style driver model is more cost and services-efficient than a traditional contract with one hauler to serve Aitkin County's large geographic area and diffuse population. We will learn about the logistical ability of the Recyclops model as a case study for replication in other Minnesota communities. Recyclops offers an opportunity to decrease the physical infrastructure normally associated with household recycling programs.

Task 1: Participant recruitment: Recruit 1,250 Aitkin County residents to opt-in to ten months of Recyclops curbside recycling services. Recyclops Service Preparation and ongoing support

Subtask A: Program Development meetings, travel, website development, marketing material development, customer recruitment and support, driver recruitment, education, orientation, research, administration and facilitation Disseminate participant recruitment materials via the following campaigns: Print materials at transfer stations, county email listserv, school district email listserv, partnership with health care system HR department, county/city websites and social media.

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Subtask B: Print recruitment materials Participants complete online or phone opt-in subscription forms

Subtask C: Disseminate participant recruitment materials via county email listserv, partnership with health care system HR department, county/city websites and social media, 4 township meetings

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Timeframe: May 2022 – May 2025

Task 2: Driver recruitment: Recyclops will hire at least five local drivers and provide driver orientation

Subtask A: Employment opportunity promotion (via local unemployment agency, newspaper ad, social media ad, county/city website, Central Lakes College, Aitkin High School) Employment opportunity promoted via local unemployment agency, newspaper ad, social media ad, county/city website, Central Lakes College and Aitkin High School

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Subtask B: Virtual orientation for drivers and Recyclops bag distribution takes place

Timeframe: May 2022 – May 2025

Task 3: Services implementation: Recyclops drivers conduct biweekly curbside pick-up services for the 1,250 participants for eight months (March-December)

Subtask A: Drivers conduct biweekly pick up schedules and drop at County Recycling Center Recyclops bags distributed to opt-in participants during driver orientation

Subtask B: Drivers conduct biweekly pick-up schedules Recyclops sends out email and phone surveys to participants to evaluate service satisfaction

Timeframe: May 2022 – May 2025

Task 4: Reporting Evaluation: 1,250 participants will provide end-of-program feedback

Subtask A: A progress report will be submitted within 6 months of the start of Recyclops services Distribute online survey via email (up to three times) to participant email addresses

Subtask B: Conduct phone surveys with participants who do not respond via email A final report will be submitted 1 month prior to the end of the grant agreement

Timeframe: May 2022 – May 2025

Task 5: Reporting: Aitkin County will submit the two required project reports per the grant agreement requirements

Subtask A: A progress report will be submitted within 1 year of the implementation of the grant.

Subtask B: A final report will be submitted 1 month prior to the end of the grant agreement

Timeframe: May 2022—May 2025

4. Anticipated measurable environmental outcomes

Description	Baseline annual quantity before project (tons/yr)	Estimated change in annual quantity from project	Estimated annual quantity at end of project	Estimated economic savings (total dollars)	Estimated greenhouse gas reduction
		objectives (tons/yr)	project (tons/yr)		
Solid waste (MSW)	9776.7 tons/yr	-724 tons/yr	9,052.7 tons/yr	\$47,060 (based on \$65/ton tipping fee)	2,061MTCO ₂ E
Recycling	1550.1 tons/yr	+724 tons/yr	2,274.1 tons/yr	unknown	226MTCO ₂ E (Additional savings)