1. Waste Reduction & Recycling Board Meeting Materials
   Documents:
   
   WRRB_010820_AGENDA.PDF

2. Waste Reduction & Recycling Board Meeting Materials
   Documents:
   
   WRRB_010820_PACKET.PDF
Waste Reduction & Recycling Board
Wednesday, January 8, 2020
Anoka City Hall @ 5:00 p.m.
Committee Room

AGENDA

1. Call to Order
2. Roll Call
3. Oath of Office
4. Election of Officers
5. Approval of Meeting Minutes
   - Approval of November 13, 2019 Meeting Minutes
   - Approval of December 11, 2019 Workseshion Meeting Minutes
6. Old Business
   a. 2019 Accomplishments & 2020 Goals
   b. 2020 Anoka County SCORE Agreement Final
   c. Residential Recycling Services Contract Update
7. New Business
   a. 2020 Marketing Materials
   b. 2020 Recycling Events
8. Communications
   a. 2019 SCORE Report (July-December)
   b. Establishment of WRRB and Mission Statement
   c. City Code Chapter 66 Utilities
   d. 2020 Draft Meeting & Activities Schedule
   e. Chairpersons Communication Board Meeting Notes
   f. Determine February Agenda
   g. WRRB Photo
9. Adjournment
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9. Adjournment
1. **Call to Order.** The meeting will be called to order at 5 p.m. in the Committee Room; upper level.

2. **Roll Call.** I will record the names of those present at the meeting.

3. **Oath of Office.** Congratulations to Marijo Hain, Cheryl Knapak and Vicki Violet on your reappointments to the WRRB by the City Council on December 6, 2019. Each of you will take the Oath of Office at the meeting; the forms will be provided to you at the meeting.

4. **Election of Officers.** At this meeting the Chairperson and Vice Chairperson will be elected. The protocol is that the current Chair calls for nominations; a second to each nomination is okay but not required; Chair asks for any further nominations; hearing none vote may be taken. If more than one person is nominated for any position, then each nominee should be considered in order of nomination until a nominee obtains a majority vote for the full board. Following the election, the new Chair will assume leadership at this meeting.

5. **Approval of Meeting Minutes.** I recommend approval of the November 13, 2019 meeting minutes and the December 11, 2019 worksession minutes with any corrections and/or additions. *(Attachment 1) Action: Approve minutes.*

6. **Old Business.**
   a. **2019 Accomplishments & 2020 Goals.** Attached is a list of your proposed accomplishments of 2019 and your proposed 2020 goals that you determined at your December Worksession. You will discuss any suggested changes and vote to approve the final lists. *(Attachment 2) Action: Vote to approve.*

   b. **2020 Anoka County SCORE Agreement Final.** Attached is the signed and final copy of the agreement with Anoka County. Please keep it for reference throughout the year. *(Attachment 3)*

   c. **Residential Recycling Services Contract Update.** The service contract with Republic Services was reviewed and approved by the city attorney, pending an effective date determination. I will be in touch with Republic Services to confirm the effective date. I hope to have a final copy for all of you at the meeting for you to keep as reference.

7. **New Business.**
   a. **2020 Marketing Materials.** Each year we determine what type of marketing materials are needed. This year we are adding one RAW newsletter (we'll discuss publication dates); Republic has mailed the service schedule (postcard) and I will update the new resident document. Please share any ideas for additional educational materials at the meeting. Visit Republic Services’ Recycling Simplified website at [https://recyclingsimplified.com/municipal-resources/](https://recyclingsimplified.com/municipal-resources/) to view available resources.
b. **2020 Recycling Events.** All event dates will be included on the 2020 WRRB Schedule; here are reminders of the general events; let’s discuss as needed. We should also discuss potential tour dates at Republic Services.

- January 25, 2020 – Holiday Wrap-Up Event at Green Lights Recycling
- April 25, 2020 – Spring Recycling Event
- May 2, 2020 – Fix-It Clinic
- July 25, 2020 – Summer Recycling Event at Green Lights Recycling
- August 26, 2020 - End of Summer Bash/Ice Cream Social
- September 26, 2020 – Fall Recycling Event
- Oct/Nov – Pumpkin Smash (date to be determined)

8. **Communications.**
   a. **2019 SCORE Report (July-December).** I have begun working on the second half of the year 2019 SCORE report which includes expenses, tonnage, and marketing materials. I will have a final copy of the report at your February meeting.

b. **Establishment of WRRB and Mission Statement.** These document are provided as a refresher to review and keep for reference. (Attachment 4)

c. **City Code Chapter 66 Utilities.** Please review the attached code information as it relates to our overall program. (Attachment 5)

d. **2020 Draft Meeting & Activities Schedule.** Attached is the updated draft meeting schedule. This is a working document and will adjust monthly as needed. (Attachment 6)

e. **Chairpersons Communication Board Meeting Notes.** Attached are the notes from the December 4th Chairpersons meeting. Thank you to Chairperson Grinde for attending and providing the WRRB update. (Attachment 7)

f. **Determine February Agenda.** All general updates to this meeting’s topics will be included in the next agenda. If you have a topic you wish to discuss at a future meeting, please let me know in advance so I can include it on the related agenda. **REMINDER:** A topic may not be discussed if it is not on the agenda and should relate to our mission/goals.

g. **WRRB Photo.** If all members or a majority are present, we will take a new group photo.

10. **Adjournment.** Let’s adjourn by 6:30 p.m.
CALL TO ORDER The meeting was called to order at 5:05 p.m. in the Committee Room of Anoka City Hall.


APPROVAL OF OCTOBER 9, 2019 MEETING MINUTES Under OLD BUSINESS and Fall Recycling Event Report, Member Call asked her name to be added as an attendee to the event. Noting that correction, Member Violet made a MOTION to approve the October 9, 2019 meeting minutes; SECONDED by VC Hain. All in favor. MOTION CARRIED.

OLD BUSINESS
Residential Recycling Services Contract Update. Ms. Bowman explained the updated version of the contract indicated the removal of the multi-family properties from the organized recycling collection and if the Members agreed to this change, as they had requested at the previous meeting, a motion was needed. A MOTION was made by Chair Grinde and SECONDED by Vice Chair Hain to approve the Amendment to the Agreement, removing the multi-family properties from the contract extension, effective April 1, 2020. All were in favor. MOTION CARRIED. Ms. Bowman said she would work with Republic Services and the Utilities Department to inform these properties of the change and to implement the change to allow for sufficient time for haulers to switch out carts.

Multi-Family Committee Update. Chair Grinde and Vice Chair Hain provided a brief update. It was noted that they received a list of four properties from Ms. Bowman to work with next. Chair Grinde said that Lydia Campbell from Anoka had resigned and accepted a position with the City of St. Paul. VC Hain said she had not heard that news. Together, Chair Grinde and VC Hain suggested that the multi-family educational efforts be put on hold until early 2020 since so much had been accomplished. Chair Grinde said they would like to evaluate the program and make some minor changes before moving forward.

Residential Recycling & Reuse Tips Update. Member Knapec was thanked for her help in updating the document. Member Call requested that toilet paper and paper towel cores be added specifically to the list for “outside the cart”. Member Knapec explained it was already indicated as “paper products” and that they are also listed under the tip for campfire starters. Member Rathbun requested “Goodwill” be removed and that “thrift stores” replace it so not just one business was noted. Ms. Bowman said she will make the necessary change and finalize the document and place it on the website under the recycling information.

Fix-It Clinic and Pumpkin Smash Reports. Ms. Bowman thanked all members involved in either event; Fix-It Clinic – Chair Grinde, Member Dergantz; Pumpkin Smash – VC Hain, Jan Call, Eileen Rathbun, and Vicki Violet. She reported that each event was a great success. The number of attendees at the Fix-It Clinic was 26 with 27 items (of 33) being repaired for a total weight of 244 lbs. Chair Grinde said it was a very fun event and all went smoothly. She added that the two Mobile Menders were not really busy and one would have been sufficient. Ms. Bowman read aloud the comments from the customers that were recorded, which were all favorable.
For the Pumpkin Smash, Ms. Bowman reported that 165 people attended and 293 pumpkins were composted. Ms. Bowman said she had not yet received the weight slip for the composting of the pumpkins. She said all went very well. VC Hain said she entertained children with the recycling game throughout the entire event and that it was well received. Ms. Bowman mentioned that the Public Services Department personnel were instrumental in creating the Cookie Monster display that attached to the dumpster and that they helped with set up and clean up at the event.

**Paper Shredding Event Update.** Ms. Bowman reminded the members that the final paper shredding event of the year is on Saturday, November 16th from 9 a.m. - Noon. She thanked Member Knapek for offering to place and remove the signs for the event. She told her she would send an aerial photos showing where to place the signs.

**Holiday Wrap Up Event Discussion.** Ms. Bowman said the event will held on Saturday, January 25, 2020, at Green Lights Recycling from 9 a.m. - Noon. She said fees will remain the same and she will place a coupon in the upcoming City View newsletter. She asked if anyone had any questions or any changes to the event. Having none, it was decided all details would remain the same. Ms. Bowman reminded members that she also requested funding to add a summer event at Green Lights Recycling. She said she will plan accordingly.

**Organized Garbage Hauling Update.** Ms. Bowman said she and Member Dergantz attended the City Council Worksession on October 28th to hear the discussion and Council’s direction. Ms. Bowman said that Council directed staff to organize an Open House for a date in January where the public can be educated on the topic. She added that city staff met on November 12th to discuss details and that the date of Thursday, January 23rd was set for the Open House from 6-8 p.m. at Green Haven Golf Course & Event Center.

**NEW BUSINESS**

**Republic Services Update & Presentation.** This item was moved to the beginning of the meeting. Bev Mathiasen of Republic Services shared a document titled “Recycling is Still Broken” which looks at the marketplace structural changes; implications such as newspaper converting to technology and plastics becoming lighter, making a difference in market conditions. Ms. Mathiasen reviewed the following:

- China Sword and how contamination levels have halted acceptance of recyclables in China.
- Other countries such as Malaysia, Vietnam and others have opened ports to accept the recyclables.
- Commodity displacement
- Market uncertainty
- Plunging commodity prices
- Recycling program economics
- Recommended business model
- Recent municipal program modifications
- Legislation vs. infrastructure needs
- Recent media coverage
- Investments in education and outreach
- Key topics for the future

Ms. Mathiasen also explained that educators and coordinators need to be careful with the message being sent and that it needs to be a positive message to encourage people to recycle and recycle more – clean, empty, dry and to get back to the basics.

Ms. Mathiasen said that Republic Services offers the website Recycling Simplified and is active with social media.
campaigns and there are great YouTube videos that two Vice Presidents of Republic Services have been producing.

Member Call asked about the value of glass. Ms. Mathiasen said that Republic has to pay to recycle glass and for the transportation.

Vice Chair Hain said she was happy to see commercials recently with celebrities like Kristin Bell talking about recycling smart.

Ms. Bowman asked if there was any new information on the possibility of curbside organics collection. Ms. Mathiasen said the Fridley pilot program has about 200 participants, but it is expensive and they are learning the residents are not pleased with having so many carts.

Member Call brought a large prescription pill bottle and asked if it was recyclable. Ms. Mathiasen said because it won’t slip through the machinery, yes, it is recyclable and the cap should be left on.

Chair Grinde thanked Ms. Mathiasen for her update. Ms. Mathiasen left the meeting at approximately 5:40 p.m.

**Organics Subcommittee Report.** In Member Dergantz’s absence, Ms. Bowman provided an update she received from Member Dergantz. The information noted that Ms. Dergantz was interested in organics composting because 30-35% of what goes into the landfills is organics and that the lack of oxygen in the landfills, the organics won’t break down.

Ms. Dergantz had interviewed three people; Colleen, City of Coon Rapids; Jesse, City of Columbia Heights, and Paul of Linwood Township. She said all of them stressed the importance of educating the public, a lot, and by starting immediately if it is planned to move forward with organics composting. She said they said it was important to lay out the when and where, list what is acceptable at the drop site. She learned there is no forgiveness for contamination in organics composting so education is vital.

Ms. Bowman continued with the report noting that contact information for questions needs to be included. When questions are received, then those answers should be included in another newsletter article to share with the public, plus information about obtaining a kit and the drop off location. Anoka County provides the kits and bags.

Coon Rapids and Columbia Heights reps insist that the bin/dumpster be secured for easier monitoring and containers should be services twice a week during the warm summer months and once every two weeks from December through March. Member Dergantz was told to steer clear of SaniMax as a subcontractor.

Ms. Bowman told the members she believes once a location is determined, she believes this program will be sustainable. She said members need to consider this as a goal for 2020, which will be discussed at the December Worksession.

**COMMUNICATIONS**

**General Recycling Questions.** This is an opportunity for members to bring forward any general recycling questions. Member Call brought a wooden tabletop tree that a friend created. She said it was used to dry plastic bottles, bags, etc. She said her friend is selling them for $10 each if anyone is interested.

**December Worksession.** Ms. Bowman said the Worksession would include 2020 goals and 2019 accomplishments. She reminded members that they decided to have a potluck at the meeting.

**ADJOURNMENT** The meeting adjourned at 6:20 p.m. on a MOTION by Member Violet and SECONDED by Member Rathbun. All in favor; MOTION CARRIED.
CALL TO ORDER The meeting was called to order at 5:25 p.m. in the Committee Room of Anoka City Hall.


DISCUSS 2019 ACCOMPLISHMENTS AND 2020 GOALS. Ms. Bowman presented the previous year’s accomplishments and the 2019 goals as reference for the discussion and a copy of the 2020 SCORE funding application to show how the funds will be distributed.

For 2019 accomplishments, Member Call said that basically all of the 2019 goals were met and those could be the list of accomplishments. Ms. Bowman said the only goal that wasn’t actually achieved was enhancement of social media. She reminded all that Member Violet had listed that as a goal for 2019 and that Ms. Bowman and Member Violet were going to meet to discuss the details, but were not able to follow up with a meeting. Ms. Bowman said that while she is active in posting for the City’s social media accounts, she tries to post about recycling, but doesn’t have the time to prepare an actual schedule. She said she believe Member Violet had some other ideas in store for social media and that this can be discussed in more detail at the January meeting. Member Dergantz suggested partnering with students at Anoka-Ramsey to help with social media. VC Hain suggested that one or two items be the focus on social media.

Ms. Bowman also thanked Member Knapek for her help in preparing the recycling & reuse tips e-document.

Member Knapek handed out a brochure titled “According to the EPA Recycling One Tone of Paper Saves More Than 3.3 Cubic Yards of Landfill Space.” She said she appreciated the graphics on the brochure and thought it was a good marketing piece.

Chair Grinde said a definite goal should be the distribution of a Request for Proposals for the recycling contract. Member Call asked the others if organics would be a goal. Member Dergantz said she would like to have it as a goal, but that it needs to be implemented slowly, first by introduction education through several of the City View and/or RAW newsletters. She said it is vital to provide information, take questions from the public and address those questions with answers in a follow up newsletter so it is shared with all residents. She said once the educational portion is complete, then an organics program would be introduced. She said she thought all of 2020 would be educational with a program implemented in early 2021. She also said she would assist with setting up the program, as needed.

Member Call asked if Chair Grinde and VC Hain planned to continue to work on the multi-family project in 2020. Chair Grinde said that it is somewhat on hold now that five of the buildings have received help. She said the process the County provided was intense and that the Board doesn’t have enough time to continue at that pace. She added that since multi-family will no longer be included in the contract effective April 1, 2020, a new approach may be needed. VC Hain said what they accomplished already was very time consuming and agreed they should re-evaluate their process.
Member Knapek left the meeting at 6 p.m.

VC Hain said it is important to her that plastic bags are recycled properly and that residents discontinue placing them in the curbside cart. VC Hain said she learned of a website called plasticfilmrecycling.org that may have some applicable information. Other members noted that plastic film is taking through other programs such as Coon Rapids Recycling Center. Member Call also said she follows the It’s in the Bag program. Chair Grinde said that plastic bags are accepted at most retail stores. Member Dergantz said she would try to visit some of the retail stores to learn if they accept plastic film along with the plastic bags.

Member Dergantz questioned if an additional RAW newsletter would be prepared next year. Ms. Bowman said yes. This was determined to be added to the goals list.

Ms. Bowman also said that there are opportunities to work together with the Parks Department/Park Board in 2020. She said the Recreation Manager is considering doing a book exchange and would like to involve the WRRB. Ms. Bowman said they could also consider hosting Climb Theatre in a city park to see if that will have better attendance than Tricia & The Toonies.

VC Hain provided a handout to Ms. Bowman about the Crayola ColorCycle; easy steps to participate in a ColorCycle at schools. Ms. Bowman said she would look into this opportunity to recycle used Crayola markers; however, she believes Member Knapek learned recently, while updating the recycling and reuse tips document that this program is no longer available.

After some further discussion the following lists were determined. Ms. Bowman said she would refine the list and bring it back for final vote at the January WRRB meeting.

### 2019 Accomplishments

1. Increased the number of seats on the Board; all seven seats filled.
2. Addressed contamination issues at multi-family properties, made site visits, and conducted presentations.
3. Co-hosted January and July recycling events and paper shredding events with neighboring cities.
4. Organized a successful, first annual Anoka Pumpkin Smash (composting).
5. Developed a recycling tips resource e-document.

### 2020 Goals

1. Prepare and distribute Request for Proposals for residential recycling contract.
2. Gradually educate and introduce organics recycling to the public.
3. Increase the number of RAW newsletter publications from two to three per year.
4. Enhance efforts to educate correct recycling of plastic bags.
5. Collaborate with the Park Board and cohost recycling-themed events in city parks.

Ms. Bowman said she would refine the lists and send them out for the WRRB members review until the January meeting, at which time they can make suggested changes and will vote to approve the final list of 2019 accomplishments and 2020 goals.

**ADJOURNMENT** The meeting adjourned at 6:25 p.m. on a MOTION by VC Hain and SECONDED by Member Call. All in favor; MOTION CARRIED.
Waste Reduction & Recycling Board

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ATTACHMENT 3

Anoka County Contract # C0007427

2020 AGREEMENT FOR RESIDENTIAL RECYCLING PROGRAM

THIS AGREEMENT made and entered into on the 1st day of January 2020, notwithstanding the date of the signatures of the parties, between the COUNTY OF ANOKA, State of Minnesota, hereinafter referred to as the “COUNTY”, and the CITY OF ANOKA, hereinafter referred to as the “MUNICIPALITY”.

WITNESSETH:

WHEREAS, the County will receive funding from the State of Minnesota pursuant to Minn. Stat. § 115A.557 (hereinafter “SCORE funds”) during 2020 which must be used to encourage recycling and a portion must be specifically directed to recycling source-separated compostable materials; and

WHEREAS, the County will also receive funding pursuant to Minn. Stat. § 473.8441 (hereinafter “LRDG) funds”) during 2020 and

WHEREAS, the County also has additional budgeted program funding available to supplement SCORE and LRDG funds for solid waste recycling programs, so that the available amount for the Residential Recycling Program is $1,559,924.50 and

WHEREAS, the County Solid Waste Management Master Plan 2018 (Master Plan 2018) and MPCA Metropolitan Solid Waste Management Policy Plan 2016-2036 state that MSW generated in the County that is not reused, recycled or composted, will be processed to the extent that processing capacity is available; and

WHEREAS, the Master Plan 2018 was developed with the participation of a representative from the Municipality staff, and the Municipality is required to develop and implement programs, practices, or methods designed to meet waste abatement goals by Minn. Stat. § 115A.551, Subd 2a. (b).

WHEREAS, the County wishes to assist the Municipality in meeting recycling goals established by Anoka County by providing said SCORE and LRDG funds to cities and townships in the County for solid waste recycling programs.

NOW, THEREFORE, in consideration of the mutual covenants and promises contained in this Agreement, the parties mutually agree to the following terms and conditions:

1. PURPOSE. The purpose of this Agreement is to provide for cooperation between the County and the Municipality to implement solid waste recycling programs in the Municipality which will help the County and member municipalities meet the goals set in the current Anoka County Solid Waste Management Master Plan. The County and the Municipality agree that the information provided in the recitals above is to be incorporated into the purpose of this agreement.

2. TERM. The term of this Agreement is from January 1, 2020 through December 31, 2020 unless earlier terminated as provided herein.
3. **DEFINITIONS.** Defined terms contained in this Agreement and all the attachments are found in Minn. Stat. §§ 115A.03; 115A.471; and 115A.552. The use of capitalization for defined terms has no special effect. For convenience, a full list of defined terms is included with the Municipal Grant Application. Additionally:

   a. "Full-Service Recycling Drop-off Center" means centralized permanent drop-off center that is open at least two times a week and accepts at least four types of materials beyond traditional curbside recyclables, i.e.: mattresses, appliances, scrap metal, carpet, furniture, source-separated compostable materials, electronics, etc.

   b. "Multifamily dwellings" means households within apartment complexes, condominiums, townhomes, mobile homes and senior housing complexes.

   c. "Quasi-Municipal event" means community festivals which appear to the public to be supported and run by the Municipality but in fact are sponsored or co-sponsored by an independent non-profit 501c (3) organization, for example: the Anoka Halloween Parade.

4. **ELIGIBILITY FOR FUNDS.** The Municipality is entitled to receive reimbursement for eligible expenses, less revenues or other reimbursement received, for eligible activities up to the project maximum, which shall not exceed $73,725.00.

   The County reserves the right to reduce the funding provided in the event the Municipality does not complete the additional Grant Projects referenced in the 2020 Anoka County Municipal Waste Abatement Grant Funding Application.

   The County also reserves the ability to assess the programs and reallocate unused SCORE and/or LRDG funds mid-year if any participating municipality demonstrates the need for the funding and funds are available. The Municipality shall be provided documentation of the funding award determination and rationale as indicated by the 2020 Grant Funding Award.

5. **PROGRAM.** The Municipality shall develop and implement a residential solid waste recycling program adequate to meet the Municipality’s annual recycling goal of 1,810 tons of recyclable materials as established by the County. The Municipality shall ensure that the recyclable materials collected are delivered to processors or end markets for recycling.

   a. The Municipal recycling program shall include the following components:

      i. Each household (including both single and multi-family dwellings) in the Municipality shall have the Opportunity to Recycle at least four broad types of materials, including but not limited to, paper (including cardboard/paperboard cartons), glass, plastic, metal and textiles.

      ii. The recycling (including any organics) program shall be operated in compliance with all applicable federal, state, and local laws, ordinances, rules and regulations.

      iii. The Municipality shall implement a public information program that contains at least the following components:
(1) One promotional mailing to each household focused exclusively on the Municipality's recycling program;

(2) One promotional advertisement detailing recycling opportunities available for residents included in the Municipality's newsletter or local newspaper; and

(3) Two community outreach activities at Municipal or Quasi-Municipal events to inform residents about recycling opportunities.

iv. The public information components listed above shall focus on all recyclable materials and the various opportunities to recycle and compost within the Municipality. The Municipality shall incorporate County/regional campaigns and images and use the toolkits provided by the County when preparing promotional materials. The Municipality, on an ongoing basis, shall identify new residents and provide detailed information on the recycling opportunities available to these new residents. The County shall work with the Municipality on promotional materials to coordinate messages. The Municipality shall provide promotional materials for review prior to publication to ensure accuracy.

v. The Municipality shall regularly attend the bi-monthly Solid Waste Abatement Advisory Team (SWAAT) meetings per year.

vi. The Municipality shall offer a minimum of one spring and/or fall recycling drop-off event(s) where items not normally accepted at the curb are collected for recycling. If the Municipality is hosting a monthly drop-off as described below, the spring/fall recycling drop-off events may be included within that program.

b. The Municipality is encouraged to expand its recycling program to include one or more of the following components in order to receive additional funding.

i. Organize monthly/quarterly recycling drop-off events which can be held in conjunction with a neighboring municipality(ies) on a cooperative basis for the citizens of both/all municipalities.

ii. Provide a community event recycling program, which at a minimum would consist of providing recycling opportunities at all Municipal sponsored or Quasi-Municipal events and festivals as required by Minn. Stat. § 115A.151. The feasibility of adding organics collection at the event will be explored and if feasible, implemented as an enhancement to the waste abatement program.

iii. Provide the opportunity for citizens to engage in recycling activities at Municipal and Quasi-Municipal facilities as required by Minn. Stat. § 115A.151 such as athletic fields and public centers.

iv. Organize and manage a Full-Service Recycling Drop-off Center.

v. Develop enhanced recycling promotion and assistance for multifamily dwellings.

vi. Develop additional opportunities for source-separated compostable materials collection.
vii. Develop and implement additional opportunities to recycle bulky and problem materials (e.g. appliances, batteries, carpet, electronics, mattresses, oil, scrap metal, etc.) from residents on an on-going basis either curbside or at a drop-off.

c. If the Municipality's recycling program did not achieve the Municipality's recycling goals as established by the County for the prior calendar year, the Municipality shall work with the County to prepare a plan to achieve the recycling goals set forth in this Agreement.

d. The Municipality's recycling program shall be limited to residential programming for funding reimbursements under this Agreement. The County will not reimburse business recycling programming or household hazardous waste programming by the Municipality. Any inquiries or requests regarding these topics should be sent to the County for response.

e. In addition to the above requirements designed to increase residential recycling opportunities, the Municipality shall provide recycling opportunities in all municipal buildings including but not limited to, city offices, public meeting rooms and parks, as required by Minn. Stat. § 115A.151. If items collected through the Municipal recycling program prove to be contaminated or not recyclable, those items shall be treated as public entity waste and must be processed at a resource recovery facility. Minn. Stat. §§ 115A.46, 115A.471 and 473.848. See page 44, 47-48, 51, and p. 67 of the 2018 Anoka County Solid Waste Management Master Plan regarding the requirements for Public Entity Waste.

f. Pursuant to Minn. Stat. §§ 115A. 46, 115A.471 and 473.848, all waste generated by municipal government activities (including city/town halls, public works and public safety buildings, parks, and libraries, and for municipalities that arrange for waste services on behalf of their residents (organized collection)) shall be delivered to a waste processing plant for disposal as long as capacity is available. Failure to comply with this provision shall constitute a breach of this Agreement resulting in the loss of all Grant Funding unless, pursuant to statute, the Municipality has conferred with the County and developed a plan to comply within a reasonable period of time.

6. REPORTING. The Municipality shall submit the following reports semi-annually to the County no later than the third Friday in July 2020 and the second Friday in January 2021.

a. An accounting of the amount of waste which has been recycled as a result of the Municipality's activities and the efforts of other community programs, redemption centers and drop-off centers. For recycling programs, the Municipality shall certify the number of tons of each recyclable material which has been collected and the number of tons of each recyclable material which has been marketed. For recycling programs run by other persons or entities, the Municipality shall also provide documentation on forms provided by the County showing the tons of materials that were recycled by the Municipality's residents through these other programs. The Municipality shall keep detailed records documenting the disposition of all recyclable materials collected pursuant to this Agreement. The Municipality shall also report the number of cubic yards or tons of yard waste and source-separated compostable materials collected for composting, chipping, or land spreading, together with a description of the methodology used for
calculations. Any other material removed from the waste stream by the Municipality, i.e. tires and used oil, shall also be reported separately.

b. Information regarding any revenue received from sources other than the County for the Municipality’s recycling programs, i.e. revenue taken in from the sale of recyclables and fees collected from residents, shall be reported.

c. Copies of all promotional materials that have been prepared by the Municipality during the term of this Agreement to promote its recycling and organics collection programs.

d. The Municipality agrees to support County efforts in obtaining hauler reports by ensuring compliance through ordinance, contract or license requirements and the ability to exercise punitive actions, if needed.

e. The Municipality agrees to furnish the County with additional reports in form and at frequencies requested by the County for financial evaluation, program management purposes, and reporting to the State of Minnesota.

7. BILLING AND PAYMENT PROCEDURE. The Municipality shall submit itemized invoices semi-annually to the County for abatement activities no later than the third Friday in July 2020 and the second Friday in January 2021. The invoices shall be paid in accordance with standard County procedures, subject to the approval of the Anoka County Board of Commissioners.

8. PUBLICATIONS. The Municipality shall acknowledge the financial assistance of the Anoka County on all promotional materials, reports and publications relating to the activities funded under this Agreement, by including the following acknowledgement: “Funded by the Anoka County Board of Commissioners and State SCORE (Select Committee On Recycling and the Environment) funds.” The Municipality shall provide copies of all promotional materials funded by this grant.

The County shall provide all printed public information pieces about County programs. A Municipality shall not modify County publications related to business recycling, household hazardous waste management or the County compost sites.

Information about the County’s business recycling program, household hazardous waste management program or County compost sites that a Municipality plans to publish in a Municipal communication, printed or electronic, shall be provided to the County for review and approved by the County prior to publication to ensure accuracy and consistency.

9. INDEMNIFICATION. The County agrees to indemnify, defend, and hold the Municipality harmless from all claims, demands, and causes of action of any kind or character, including the cost of defense thereof, resulting from the acts or omissions of its public officials, officers, agents, employees, and contractors relating to activities performed by the County under this Agreement.

The Municipality agrees to indemnify, defend, and hold the County harmless from all claims, demands, and causes of action of any kind or character, including the cost of defense thereof, resulting from the acts or omissions of its public officials, officers, agents,
employees, and contractors relating to activities performed by the Municipality under this Agreement.

The provisions of this subdivision shall survive the termination or expiration of the term of this Agreement.

10. GENERAL PROVISIONS.

a. In performing the provisions of this Agreement, both parties agree to comply with all applicable federal, state or local laws, ordinances, rules, regulations or standards established by any agency or special governmental unit which are now or hereafter promulgated insofar as they relate to performance of the provisions of this Agreement. In addition, the Municipality shall comply with all applicable requirements of the State of Minnesota for the use of SCORE funds provided to the Municipality by the County under this Agreement. The Municipality shall also comply with all relevant portions of the current Anoka County Solid Waste Management Master Plan and shall participate in the preparation of the successor Master Plans.

b. If the Municipality utilizes the services of a subcontractor for purposes of meeting requirements herein, the Municipality shall be responsible for the performance of all such subcontracts and shall ensure that the subcontractors perform fully the terms of the subcontract. The agreement between the Municipality and a subcontractor shall obligate the subcontractor to comply fully with the terms of this Agreement.

c. It is understood and agreed that the entire agreement is contained herein, and that this Agreement supersedes all oral and written agreements and negotiations between the parties relating to the subject matter hereof.

d. Any amendments, alterations, variations, modifications, or waivers of this Agreement shall be valid only when they have been reduced to writing, duly signed by the parties.

e. The provisions of this Agreement are severable. If any paragraph, section, subdivision, sentence, clause or phrase of this Agreement is for any reason held to be contrary to law, such decision shall not affect the remaining portion of this Agreement.

f. Nothing in this Agreement shall be construed as creating the relationship of co-partners, joint venturers, or an association between the County and the Municipality, nor shall the Municipality, its employees, agents or representatives be considered employees, agents, or representatives of the County for any purpose.

g. The Municipality shall maintain financial and other records and accounts in accordance with requirements of the County and the State of Minnesota. The Municipality shall maintain strict accountability of all funds and maintain records of all receipts and disbursements. Such records and accounts shall be maintained in a form which will permit the tracing of funds and program income to final expenditure. The Municipality shall maintain records sufficient to reflect that all
IN WITNESS WHEREOF, the parties hereunto set their hands.

CITY OF ANOKA

By: ____________________________
Name: __________________________
Title: __________________________
Date: __________________________

By: ____________________________
Municipality's Clerk
Date: 12-20-19

Approved as to form and legality:

By: ____________________________
Date: 11-20-19

COUNTY OF ANOKA

By: ____________________________
Name: __________________________
Title: Cindy Cesare, Division Manager
       Anoka County Human Services Division
Date: 12-12-19

By: ____________________________
Rhonda Sivarajah
County Administrator
Date: 12-12-19

Approved as to form and legality:

By: ____________________________
Kathryn M. Timm
Assistant County Attorney
Date: December 12, 2019
funds received under this Agreement were expended in accordance with Minn. Stat. § 115A.557, Subd. 2, for residential solid waste recycling purposes. The Municipality shall also maintain records of the quantities of materials recycled. All records and accounts shall be retained as provided by law, but in no event for a period of less than five years from the last receipt of payment from the County pursuant to this Agreement.

h. Pursuant to Minn. Stat. § 16C.05, the Municipality shall allow the County or other persons or agencies authorized by the County, and the State of Minnesota, including the Legislative Auditor or the State Auditor, access to the records of the Municipality at reasonable hours, including all books, records, documents, and accounting procedures and practices of the Municipality relevant to the subject matter of the Agreement, for purposes of audit. In addition, the County shall have access to the project site(s), if any, at reasonable hours.

11. TERMINATION. This Agreement may be terminated by mutual written agreement of the parties or by either party, with or without cause, by giving not less than seven (7) days’ written notice, delivered by mail or in person to the other party, specifying the date of termination. If this Agreement is terminated, assets acquired in whole or in part with funds provided under this Agreement shall be the property of the Municipality so long as said assets are used by the Municipality for the purpose of a landfill abatement program approved by the County.

(SIGNATURE PAGE TO FOLLOW)
2020 Grant Funding Award

The Municipality of Anoka is eligible for a total of $74,042.50 for their Municipal program abatement efforts in 2020, plus, if awarded upon request, up to an additional $20,000.00.

The total funding for the 2020 Residential Recycling Program is based on the budgeted amounts stated in the Municipal Waste Abatement Grant Funding Application.

Check one below:

x (09-20-2019)  The grant application was received on or before September 20, 2019.

_______ The grant application was not received on or before September 30, 2019.
Therefore, the municipality is only eligible for the Base Funding Allocation.

The Grant Funding Award for Anoka is as follows:

<table>
<thead>
<tr>
<th>Base Funding Allocation</th>
<th>$ 47,725.00</th>
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<tbody>
<tr>
<td><strong>Enhancement Funding Grant</strong></td>
<td></td>
</tr>
<tr>
<td>Amount Eligible</td>
<td>Amount Requested</td>
</tr>
<tr>
<td>----------------</td>
<td>------------------</td>
</tr>
<tr>
<td>Drop-off Grant</td>
<td>$15,000.00</td>
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<tr>
<td>General Enhancement Grant</td>
<td>$7,545.00</td>
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<tr>
<td>Organics Grant</td>
<td>$3,772.50</td>
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<tr>
<td>Additional Grant</td>
<td>$20,000.00</td>
</tr>
<tr>
<td><strong>TOTAL</strong></td>
<td></td>
</tr>
</tbody>
</table>

To the extent that the Municipality requested funds in excess of the total eligible amount, the excess amount in any category is denied.

Reviewed by: Alison Peterson

Approved by: Jonelle Hubbard

Contract # C0007427
CHAPTER 2. ADMINISTRATION

ARTICLE VI: Boards and Commissions

DIVISION 7. Waste Reduction & Recycling Board

Section 2-270. Definitions.

For the purposes of this division, the following words and their derivations shall have the following meanings:

*Board* shall mean the Waste Reduction & Recycling Board of the City of Anoka.

*Chairperson* shall mean the Chairperson of the Waste Reduction & Recycling Board as provided for hereinafter.

*Vice Chairperson* shall mean the individual that will serve as the Chairperson in the absence or incapacity of the Chairperson until such time that the Chairperson is present or in the case of the resignation or death of a Chairperson, until the Board selects a new Chairperson.

*Treasurer* shall mean the City’s Finance Director who shall have the care and custody of the funds of the Board and shall deposit them for the use of the Board in such banks or banks as the City directs. The Treasurer/City Finance Director shall keep regular books of accounts showing receipts and expenditures and shall render, when requested, an account of the transactions and the financial condition of the Board.

Section 2-171. Purpose of Waste Reduction & Recycling Board.

The City of Anoka is committed to the protection of the health and general welfare of its citizens. The Waste Reduction & Recycling Board serves as an Advisory Board to the City Council regarding the proper collection, handling and disposal of solid waste and recyclables in order to maintain a safe, healthy and clean environment.

Section 2-172. Composition, Qualifications, Appointments, Terms, Oath of Office, Attendance, Resignations and Vacancies.

(a) **Composition.** The Board shall consist of seven (7) members. A quorum shall be four (4) members. Members serve without compensation.

(b) **Qualifications.** Members of the Board must be residents of the City of Anoka. Members are expected to be interested in solid waste and recycling matters as they relate to the overall general welfare and development of the community.

(c) **Appointments.** Appointments to the Board shall be as established in the current City Council policy, as amended from time to time; Policy Establishing Procedures for Appointments to Boards and Commissions.

(d) **Terms.** Appointees shall hold office until their successors are appointed and have qualified.

(1) **Full Terms.** Members shall be appointed to serve a two-year (2 yr) term, commencing on January 1st and expiring at midnight on December 31st of the second year.

(2) **Partial Terms.** Members appointed to fill a vacancy/partial term shall begin serving upon being appointed and taking an Oath of Office, and shall serve the remaining balance of their predecessor’s term.
Oath of Office. Every appointed member shall, before entering upon the discharge of his duties, for each term appointed, take an oath that he/she will faithfully discharge the duties of office.

Attendance. Members are expected to prepare for and attend meetings of the Commission when held. Any member absent from a total of four (4) regular meetings annually shall be subject to vacation of their office and the Board shall recommend to the City Council that the seat be vacated and a replacement appointed. Members shall participate in a minimum of three recycling events and/or activities per year during their term. Members that do not adhere to this participation shall be subject to vacation of their office as described above.

Resignations. Resignations from the Board shall be submitted to the City in written form for acceptance by the City Council. After City Council acceptance, resignations will be acted upon as established in the current policy, as may be amended from time to time; Policy Establishing Procedures for Appointments to Boards and Commissions.

Vacancies. Vacancies in the Commission will be acted upon as established in the current policy, as may be amended from time to time; Policy Establishing Procedures for Appointments to Boards and Commissions.

Section 2-173. Removal of Members.

A member may be removed from the Board, when it is determined by a majority of the City Council, that removal of an individual would be in the best interest of the City.

Section 2-174. Officers, Meetings, Reports and Expenditures.

Officers. The Board elect a Chairperson and Vice Chairperson from among its appointed members at their annual meeting each year.

Meetings. All meetings of the Board shall be open to the public and meet the requirements of municipal meeting posting notice as prescribed in Minnesota Statutes.

Annual Meeting. The Board shall meet for their Annual meeting in January of each year at Anoka City Hall.

Regular Meetings. Regular meetings shall be held monthly at a time and date as designated by the Board. Regular meetings may be held at such other places than Anoka City Hall as the Board, by resolution, designates.

Special Meetings. The Chairperson or Acting Chairperson may, when deemed necessary, verbally call for a Special Meeting. A Special Meeting may also be called by written request of any two members of the Board for the purpose of transacting the business designated in the call. The call for a Special Meeting shall designate the date, time and place of the meeting and business to be transacted. Said call may be delivered by mail through USPS or via electronic mail, to each member of the Board at least two (2) days prior to the date of such Special Meeting. Said call shall be mailed to the address on file with the City. At such Special Meeting, only business designated in the call shall be discussed.

Reports. Upon request by the City Council, the Board shall render annually a full report of its work to the City Council.

Expenditures. Expenditures of the Board shall be within amounts appropriated for the purpose of the City Council.
The Board shall receive the staff services of the City’s Communications & Recycling Manager and other personnel as recommended by the City Manager within the means provided for by appropriations made therefore by the City Council.

Section 2-176. Order of Business.

At the Regular Meetings of the Board, the following shall be the order of business:

1. Call to order.
2. Roll Call.
3. Approval of meeting minutes.
4. Old Business.
5. New Business.
6. Communications.
7. Adjournment.

Section 2-177. Manner of Voting.

The voting on all questions coming before the Board shall be by voice vote.

2-178 through 2-189. Reserved.
Waste Reduction & Recycling Board Mission Statement

The Waste Reduction & Recycling Board oversees the residential recycling program funded by the State SCORE (Select Committee on Recycling and the Environment) funds.

The Board will serve in an advisory capacity to the City Council on residential recycling and waste reduction initiatives.

Specific duties include development and implementation of marketing and events, negotiating the residential curbside recycling contract, assuring proper collection, handling, and disposal of recyclables, while providing education, promotions, and resources to improve recycling and reuse habits in the reduction of residential waste.

Drafted in May 2018
CHAPTER 66. UTILITIES

ARTICLE III. Solid Waste Collection and Disposal.*

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*State law references--Waste Management Act, Minn. Stats. ch. 115A; littering, Minn. Stats. §§ 169.42, 609.671, subd. 13, 115A.99; mandatory that City provide for solid waste collection, Minn. Stats. § 115A.941.
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DIVISION 1. Generally.

Section 66-81. Intent.

It is the intent of the City Council, by means of this Article, to establish a complete system for collection of garbage, other refuse, white goods, recyclables, and yard waste throughout the City so that the disposal of such materials is accomplished in a sanitary manner and so that the health and sanitary conditions of the residents of the City are properly safeguarded and so that the City is in compliance with the State and/or the County's recycling and solid waste reduction mandates.

Section 66-82. Definitions.

The following words, terms, and phrases when used in this Article shall have the meanings ascribed to them in this Section except where the context clearly indicates a different meaning:

Aluminum recyclables means containers fabricated primarily of aluminum and commonly used for soda, beer, or other beverages.

Can recyclables means containers fabricated primarily of metal, or a metal alloy other than aluminum, or tin.

Collection means the aggregation of garbage, other refuse, white goods, recyclable or yard waste, from the place at which it is generated and includes all activities up to the time when the material is delivered to a designated facility.

Commercial establishment means any premises where a commercial or industrial enterprise of any kind is carried on, and shall include restaurants, hotels, clubs, churches, and schools where food is prepared or served.

Commercial/Industrial/Multiple Dwelling Collection means collection occurring on premises where a multiple dwelling, commercial or industrial enterprise of any kind is carried on, and shall include restaurants, hotels, clubs, churches, and schools where food is prepared or served.

Corrugated cardboard means heavy paper with alternating ridges and grooves for use in packing or boxing materials.

Garbage means all putrescible wastes, excluding animal offal and carcasses of dead animals, human excreta, sewage, and other water-carried wastes.

Glass or plastic recyclables means jars, bottles, and containers which are primarily used for packaging and bottling of various matter.

Mixed Municipal Solid Waste means garbage, refuse and other solid waste form residential, commercial, industrial, and community activities that the generator of the
waste aggregates for collections, but does not include auto hulks, street sweepings, ash, construction debris, mining waste, sludge, tree and agricultural waste, tires, lead acid batteries, used oil, and other materials collected, processed and disposed of as separate waste streams.

*Mixed paper recyclables* means boxboard (cake, cracker, cookie boxes), junk mail, magazines, newsprint, newspaper supplements, and telephone books.

*Multiple residential dwelling* means any building used for residential purposes consisting of more than four dwelling units with individual kitchen facilities for each.

*Other refuse* means ashes, non-recyclable glass, crockery, cans, paper, boxes, rags, and similar non-putrescible non-recyclable wastes but excluding sand, earth, brick, stone, concrete, trees, tree branches and wood.

*Recycling* means the process of collecting and preparing recyclable materials and reusing the materials in their original form or using them in manufacturing processes that do not cause the destruction of recyclable materials in a manner that precludes further use.

*Recycling facility* means an organization or business that collects recyclable materials.

*Residential Collection* means collection occurring on the premises of any single building consisting of one, two, three, or four dwelling units, with individual kitchen facilities for each.

*Residential dwelling* means any single building consisting of one, two, three, or four dwelling units with individual kitchen facilities for each.

*Separation or to separate* mean to place and store other recyclable materials in containers provided by the City in a manner determined by the City Council.

*Single sort container* means the sole container specified to store all curbside recyclables until collection.

*Special pickup* means any collection of materials other than garbage, other refuse, recyclable or yard waste including white goods, furniture, over sized materials, and construction materials.

*Targeted recyclables* means aluminum and tin cans, glass bottles (clear, green, and brown) with neck, plastic bottles with neck, mixed paper, and corrugated cardboard, or other materials as defined by Council resolution.

*Waste stream* means the manner of disposal particularly prescribed by this Article for each of the types of materials specifically defined in this Section.

*White goods* means large appliances, furniture, oversize materials, construction materials, sand, earth, brick, stone, crockery, trees, tree branches, and other materials collected, processed, and disposed of as a separate waste stream.

*Yard waste* means garden wastes, leaves, lawn cuttings, weeds, shrub and tree waste and prunings.

**Cross reference**--Definitions generally, § 1-2.

**Section 66-83.** Exceptions.
Nothing in this Article shall prevent persons from hauling garbage, other refuse, recyclables, yard waste, or white goods from their own residence or business properties provided that the following rules are observed:

(a) All garbage shall be hauled in containers that are watertight on the bottom and all sides and with tight fitting covers on top;

(b) All other refuse and recyclables shall be hauled in vehicles with leak proof bodies and completely covered or enclosed by canvas or other material so as to completely eliminate possible cargo loss;

(c) All garbage and other refuse shall be dumped or unloaded only at a County designated disposal facility, pursuant to County and State regulations;

(d) Recyclables shall be disposed of at a recycling facility, or an organized recyclable drive, or through the City’s organized curbside collection recycling program;

(e) Yard waste may be composted privately, be disposed of at the County composting facilities, or through the City's curbside collection with a licensed hauler.

Section 66-84. Disposal generally.

(a) All residents and owners of commercial and multiple residential dwellings shall make provisions for the sanitary disposal of garbage, other refuse, mixed municipal solid waste and white goods by means of a licensed private collector unless they have provided for adequate disposal which meets the approval of the City Council and which complies with all Ordinances and regulations of the City, County, and State.

(b) No person shall permit garbage, other refuse, mixed municipal solid waste, white goods, recyclables, or yard waste to accumulate or remain upon property owned or occupied by that person except when stored in required containers, and kept out of sight and smell, and such storage or accumulation shall not continue for more than two weeks. Outside storage containers and single sort containers shall be located in the side or rear yard next to the garage or house. Containers and single sort containers may be kept in the front of the house if kept in an enclosure or screened from the street or upon the driveway directly in front of the garage the furthest possible distance from the house. Containers may be placed next to the street or curb on the days scheduled for collection but shall be returned to the place of storage within twelve (12) hours after collection.

(c) All yard waste shall be disposed of in compliance with all applicable State and County laws and regulations. No person shall dispose of yard waste into the waste streams for garbage, other refuse, recyclables, or white goods. Yard waste shall be disposed of by:

(1) Curbside collection through a licensed hauler;

(2) The resident transporting the yard waste to the County compost sites; or

(3) Composting the yard waste on private property with the owner's consent.
(d) No person shall permit garbage, other refuse, recyclables, or yard waste to be removed from their property by an unauthorized or unlicensed collector.

(e) No person shall discharge garbage, other refuse, recyclables, yard waste, hazardous waste, or white goods on any street, alley, drive, park, playground, other public place or any privately owned lot in the City. Persons who violate this provision shall be subject to the cost of removing and disposing of the material in addition to any other penalties imposed.

(f) No person or business shall scavenge or otherwise collect garbage, other refuse, recyclables, white goods, or yard waste which have been placed at the curb or from recyclable containers other than a duly authorized employee of the City or collectors authorized by the City under this Article.


Section 66-85. Penalties.

A violation of subSection 66-84(b), (c), (d), (e), or (f) shall be a petty misdemeanor, except that the third and each succeeding violation of any petty misdemeanor provision of this Article, within a period of three years, shall be a misdemeanor. Each day during which the violation continues shall constitute a separate offense. Any other violation of this Article shall be a misdemeanor.

Section 66-86. Storage and placement for collection.

(a) The occupant of a residential dwelling and the owner of multi-residential dwellings shall insure the provision of containers with covers for the collection of garbage and other refuse sufficient to keep odors in and insects and vermin out. Such containers shall be constructed of metal or other approved materials and shall be watertight so that they hold without leakage of material or odors all the garbage that may accumulate between times of collection. Nothing but garbage and other refuse as defined in this Article shall be placed therein. Except when filling or emptying such containers, covers shall be kept tight thereon.

(b) Every owner, operator or lessee of an industrial and/or commercial business who provides his/her own garbage and/or refuse containers shall keep the containers in a storage area or building which can be locked except on the day of collection. Every owner, operator, or lessee of an industrial and/or commercial business who uses a container provided by the licensed private collector shall keep the container so located as to be out of the public view as far as possible except on the day of pick up. Containers shall not be filled to the extent that the garbage or refuse placed therein can drop or spill from such containers.

Section 66-87. Provision of collection.

(a) Yard Waste. The removal and disposal of yard waste is the sole responsibility of the property owner or party responsible for the property.

(b) Recyclables. It is unlawful for any person other than a duly authorized employee of the City or collectors authorized by the City to collect or remove recyclable which have been placed at the curb for pick up.

Section 66-88. Payment and rates.
Charges for recyclable collection shall be as determined by the Council and shall be billed to the property owner.

Secs. 66-89--66-105. Reserved.
<table>
<thead>
<tr>
<th>MONTH</th>
<th>MEETING DATES/ITEMS</th>
<th>EVENT &amp; ACTIVITIES DATES</th>
</tr>
</thead>
</table>
| JANUARY | Wed., January 8  
Oath of Office / Election of Officers  
2019 Accomplishments & 2020 Goals  
2019 SCORE Agreement & Funding  
| FEBRUARY | Wed., February 12  
General Updates  
July-Dec 2019 SCORE Report  
Spring Recycling Drop off Day  
RAW Newsletter  
Fix-It Clinic  
MF Changes in service | Saturday, Feb. 8 – Winterfest – help is needed from Noon-4 p.m. at George Enloe Park. |
| MARCH  | Wed., March 12  
General Updates  
Spring Recycling and other events  
| APRIL  | Wed., April 9  
General Updates  
Report to City Council Prep  
Discuss Recycling Hauler Contract (RFP) | Monday, April 20 - Report to City Council  
Thurs., April ___ - Board Appreciation Dinner  
Sat., April 25 - Spring Recycling Event |
| MAY  | Wed., May 8  
General Updates and RFP  
RAW Newsletter? | Saturday, May 2 - Fix-It Clinic |
| JUNE  | Wed., June 10  
General Updates and RFP | Wed., June 4 - Chairpersons Communication Board |
| JULY  | Wed., July 8  
General Updates and Finalize RFP | Sat., July 25 – Summer Recycling Event at Green Lights - no help is needed |
| AUGUST | Wed., August 14  
General Updates  
RAW Newsletter & Fall Recycling Event | Wed., August 26 – End of Summer Bash (Ice Cream Social/composting). Volunteers needed! |
| SEPTEMBER | Wed., September 11  
General Updates  
Fall Recycling Day  
Pumpkin Smash | Wed., Sept. 4 - Chairpersons Communication Board  
Sat., September 26 - Fall Recycling Event |
| OCTOBER | Wed., October 9  
General Updates, SCORE Report  
2019 SCORE Funding  
Pumpkin Smash | |
| NOVEMBER | Wed., November 18 (NOT 11TH) (NOTE DATE CHANGE)  
General Updates | Sat., November 7 – Pumpkin Smash?? |
| DECEMBER | Wed., December 9 Worksession  
2020 Accomplishments and 2021 Goals  
2020 Activities Reports | Wed., Dec. 4 - Chairpersons Communication Board |
Ben Nelson presented an update on the Hwy. 10/169 project. Below are questions/comments during the presentation. The following pages include the update information Ben provided about the September Open House. An additional Open House was held on December 10th (after this meeting occurred).

1. Barb Thurston asked if the plan is for a single point urban interchange. Ben provided a visual map and noted there will be a right in/right out on Maple Lane, and a cul de sac is considered for Gray St. based on feedback from the neighborhood. Plus one house in the NW quadrant of the interchange is a full acquisition. The property located in the SW quadrant of Gray St. now has limited impacts and is not a full acquisition. The stop light would be removed at Maple Lane and there will be a single traffic signal for the interchange like Hanson Blvd.

2. Matt Finn suggested staff talk with MnDOT to discuss possible ticket discounts for the Northstar train to help with traffic to the west. Staff has begun conversations with the Northstar train to see if additional routes could be provided during construction.

3. Steve Nelson asked about the businesses along Hwy. 10 and what will happen with them. Ben said that Wright Tire is a full property acquisition and staff is working with the Rum River Bridge Project about coordinating staging which will determine access. West Main will be extended and will connect this area of town to downtown. Staff will not allow trunk highway traffic to be diverted into local neighborhoods.

4. Don Kjonaas commented that traffic off Hwy. 10 coming eastbound onto Main St. into the roundabout will be coming at high speeds. Ben noted that it was determined with multiple layouts that this is the best layout. Drivers will have to look left prior to entering the roundabout under the Main St. bridge which will have tall walls. This, along with the curve into the roundabout, will aid in traffic claiming to slow the speed down onto Main St.

5. Ben said the main purpose of Tuesday’s (Dec. 10) Open House is for the selection of Ferry St./single point urban interchange. The city will display the same materials from the Sept. 18th open house. In spring of 2020, there will be another open house for project staging.

6. Barb said the jersey barriers on Hwy. 10 need to be taller; she has seen people climb over them. Ben said they will be taller during construction. After construction there will be 15 ft.+ walls along this section forcing pedestrians to use the underpass at Fairoak Avenue.

7. Steve inquired about how this will affect snowplowing for the city. Ben said this has been addressed and is built into the plan.

Chairperson updates follow after the Hwy. 10/169 information on the following pages.
Business Open House Summary

On September 19th, a business open house was held for our Highway 10/169 Improvements Project at Green Haven Golf Course and Event Center from 8:00 a.m. to 10:00 a.m. There were approximately 20 people in attendance. To help the audience understand the project, staff displayed a variety meeting board exhibits, video, and the preliminary layout of the project. The purpose of the meeting was to introduce the proposed project and solicit input from the business owners. A feedback form was provided to the business owners at the meeting to ensure their concerns were heard.

Overall the meeting went well, and the Highway 10 project was well received by the business owners. The following are general information points from the open house:

- Concerns with the speed of traffic exiting off east bound Highway 10 to West Main Street and traffic circulation within the proposed roundabouts.
- Most of the business owners recognized that these are much needed improvements to the corridor, and it will be nice when all the construction is over. Comments heard that everyone (surrounding communities) should be thanking us for the project.
- Discussion regarding construction staging and access during construction. Staff is currently starting to define the project staging and how it will tie into MnDOT’s Highway 10 Rum River Bridge and Corridor project.
- Concerns with business signs including the height of the signs and the cost to raise the signs. More information about signage will be provided to the business at the next open house.
- Concerns about large trucks through the Thurston roundabouts, one business requires 110’ low clearance trucks to use this route on a regular basis moving cranes and this route must be accommodated.
- Concerns about parking loss at Creative Kids. This property is being impacted by the project with the new Green Haven Parkway Phase III road connection. The team will work with this property owner.
- J & J Auto Service raised concerns about the proposed sidewalk connection along the south side of Jacob Lane between Greenhaven Road and Fairoak Avenue taking up space in the ROW which is currently being utilized by the property owner as parking in the driveway. Staff informed them that the proposed improvements fit within the existing right-of-way and proposed on the south side due to pedestrians walking to and from the commercial properties.
- Vista Outdoor (Federal) noted they will work with the city during construction and likely need to use Green Haven Parkway as access during parts of construction. Staff will construction Green Haven Phase II to accommodate their truck movements.
- Anoka Driver and Vehicle Services Exam Station will likely be suspending road testing during the construction. They are very supportive of the project and are excited for it to be completed seeing it as a nice improvement for business, with trips to and from their site being much more reliable and safer.
- Discussion regarding property impacts, including the timeline and process of this. We had our right-of-way specialists from Henning Professional Services present at the meeting to address all property impacts. Staff heard from the public that it was impressed there want more full acquisitions.
• Discussion regarding other city lead projects in Anoka, including Highland Park and Green Haven Parkway Phase II.

• Discussion regarding other state and county projects in Anoka, including Highway 47 improvements, Highway 10 Rum River Bridge and Corridor project, and 7th Avenue Reconstruction project.

**Public Open House Summary**

On September 19th, the Highway 10 Corridor Projects open house was held at Green Haven Golf Course and Event Center from 4:00 p.m. to 7:30 p.m. At the open house the city had information about our Highway 10/169 Improvements Project. There were over 325 people that attended. Staff displayed a variety meeting board exhibits, the preliminary layout of the project, and had an animated video which is getting a lot positive feedback and likes on social media! The purpose of the meeting was to solicit input from the public and a feedback form was provided at the open house to ensure their concerns were heard. The following are general information points from the open house:

**General Comments**

• Most of the people recognized that these are much needed improvements to the corridor, and it will be nice when all the construction is over.

• Almost all people supported the need for the effort and were glad it was happening finally.

• In general, people were supportive of the project and interested in its history and design.

• The oversized maps and video were very helpful which allowed people to visualize the improvements.

• One comment questioning the need for Vista Way, since the West Highway 10 Service Road provided access to the same areas (this comment was related to cost). Vista Way provides access to the bank, daycare, and hotel.

• One resident questioned whether the City had studied extending the West Main Frontage road further west to the project limits along the south side of Highway 10 into Ramsey. The long-range vision does not include this connection due to the oxbow proximity to Highway 10, but it was considered.

**Traffic Operation Comments**

• There was much discussion about how the roundabouts would work. Many people liked the roundabouts while some others feel they will not support the traffic demands.

• Multiple people were curious what would happen to the traffic control on Thurston Ave, specifically the all-way stop at Vista Outdoor and the all-way stop at Green Haven Parkway. Once they understood the all-way stops were being replaced with a single roundabout, they liked the new improvements.

• Much discussion on the speeds of cars going east from Highway 10 to Main St. Many felt the roundabout will slow drivers down and indicate to drivers they are no longer on the highway. Most folks felt this would be a significant improvement. A few folks feel the roundabout will not serve the traffic demands and be a significant backup.
**Noise Comments**

- Heard a few concerns with the Cutter’s Grove Townhome residents about the use of old Maple Lodge Motel site (5800 Highway 10) adjacent to Highway 10. It was explained that this property was purchased by the city (February 18, 2010) with Met Council RALF funds to preserve the vacant land for future highway right-of-way use. Their perception is the existing forest provides a noise barrier to the townhomes, although studies have shown that trees do not stop noise. It was further explained that part of the environmental assessment noise walls were studied which do not meet the cost effectiveness threshold to install them.

- Had one resident voice concern over the potential for noise impact from the elevated Highway 10 section; especially at Fairoak (near where they live). The project team demonstrated that noise will not increase for them.

**Bike/Ped Comments**

- Discussion on adding additional bike trails with the project since everything is going to be replaced. Staff informed those folks that Anoka’s Park Board provided feedback on the trail connections and that the trails were updated with the 2040 comp plan. Staff encourage them to speak to Lisa and or attend park board meetings. Positive comments were received about how much safer it will be to cross Highway 10 when biking or walking.

- Multiple general comments pleased with the many new options that will be available for walking through the community.

**Construction / Staging Comments**

- Concerns with the Weston Wood’s Townhome residents about access during construction with only Cutters Grove Avenue as their access. Staff informed the residents that the connection between the Rivers Bluff Lane and Park Street would introduce trunk highway traffic into Anoka’s neighborhoods and would not be an acceptable solution for this issue. And reminded the residents that the emergency access road was condition of approve when Weston Woods went through the planning of the development.

- Much discussion regarding construction staging and access during construction. Staff is currently starting to define the project staging and how it will tie into MnDOT’s Highway 10 Rum River Bridge and Corridor project.

- Multiple comments about the need to have Green Haven Parkway open prior 2022.

- Many comments eluded to the area being nearly impassable for two years during construction wondering where people would get through the area, and how bad it might be for traffic.

**Project Aesthetics**

- Some discussion on aesthetics around the boards that shared the many options under consideration. People generally liked the combination red brick/limestone option with the red brick option being a second choice. Felt the limestone only concepts were too sterile.

- Aesthetically people would like to see a more local theme (rivers; especially since the Mississippi and Rum Rivers join here)

- Interest in a motif or theme being carried along the entire wall section – something of local significance; cited wall treatments along transportation systems in Phoenix and SW US or Florida.
- A question about how the bridge treatments will be selected and if voting/public comment will occur

**Property Impact Comments**

- Discussion regarding property impacts, including the timeline and process of this. We had our right-of-way specialists from Henning Professional Services present at the meeting to address all property impacts.
- The Regency Inn expressed concerns for snow storage as the project impacts the north side of their property.

**Comments Outside of Anoka Solution Project Area**

- Concerns about the poor condition of Church Street, Cutters Grove Avenue and Park Street. Staff informed them that these roads are part of the 2020 Street Surface Improvement Project and it will appear odd when there is a section of the existing roadway left in place, as it will be part of the Highway 10 Improvement Project.
- There was also discussion about the Highway 47 grade separation project. Staff informed people that grade separation project is a top priority for MnDOT, and the thru Alter alignment would be part of the project. That the city is working with MnDOT on safety and mobility improvements between the county fair ground and Bunker Lake Boulevard and that the City will be hosting an open house on February 20th to talk about this section of the corridor.
- Multiple people expressed interest in when the next phase may occur; west to Sunfish Lake Blvd.
- Multiple questions about the property acquisitions in Highland Park neighborhood, what are the plans for that neighborhood. One question if the park would be relocated and where.
- Question from a resident in Slab Town if their property could be acquired by the City. They are not directly affected by any of the projects but are concerned about the permanent impacts on the character of their property when all are done.
- Question from a property owner on TH 47 at McKinley Street who operates a business out of his home. He said he was at a TH 47 open house “30 years ago”, with TH 47 shown going right through his property. He was concerned about future plans for TH 47. Team informed him there would be a TH 47 open house in February and City is not looking to take any properties.
Open House Overview

The Highway 10 Rum River Bridge Replacement project hosted a Public Open House on Wednesday, September 18th at Green Haven Golf Course from 4:00 – 7:00 pm. The Open House was jointly organized by MnDOT, Anoka County and the City of Anoka to share updates for a variety of Highway 10 corridor improvements. The event was an opportunity to engage with approximately 275 residents about the Rum River Bridge Replacement project and gather input from attendees about each of the alternatives presented.

Engagement Approach

The Rum River Bridge Replacement project asked the public to share input on five alternatives for the Ferry Street interchange as well as alternatives for the Highway 10 Rum River Bridge with and without auxiliary lanes. Attendees were asked to rank how each alternative meets the needs of the project and add post-it note comments directly onto the boards. Please see the attached photos to review the alternatives presented and the public feedback that was received.

In addition to gathering public feedback for project alternatives, the Open House was an opportunity to provide residents with an overview of the project, promote the project website and wikimap as well as share ways for attendees to stay informed and engaged during the next steps of the project. The Open House was well attended. Many attendees expressed excitement for upcoming Highway 10 improvements and shared appreciation for bringing this information to the public.

What we heard

- 7th Avenue Interchange: The eastbound on ramp to Highway 10 at 7th is too short and causes crashes. This interchange has poor sight distance and is often icy in the winter.
- Noise Walls: Attendees expressed concerns with noise and interest in the noise wall process. Residents in attendance would be in favor of noise walls along Highway 10 if proposed.
- Construction Staging: Many attendees came to the Open House with questions about construction staging for Highway 10 improvements. Most people prefer to limit the overall duration of these projects.
- 4th Street and Pedestrian Bridge: We received very positive responses from residents about replacing the existing 4th Avenue and Trail RR bridge with a new combined bridge at 4th Street.
- Highway 10 Rum River Bridge Alternatives: Attendees were strongly in favor of adding full auxiliary lanes between Ferry and 7th street. Attendees also shared a desire for additional river clearance under TH 10 bridge for recreational access.
- Railroad Crossing: Many attendees expressed concerns about the train crossing and asked when that might be scheduled to be built. Most people accepted this is outside the scope of the Rum River Bridge Replacement project.

What we heard from Property Owners:

- Maple lane residents are very concerned about property takes, not so concerned about access or right-out-only movement.
- Gray Street residents prefer their access be shifted to Clay Street and close the Grey Street entrance.
- Pleasant Street residents living west of Ferry Street wanted the green arrow signal “turned on” for North Bound traffic, what they really want is a dedicated left turn lane for North Bound traffic.
- Property owners on Ferry Street were concerned about the proximity of build out to their “front doors” and any potential loss of property or houses.
Economic Development Commission (EDC) - Matthew Finn reported:
- Seeking to fill three vacant seats on the nine-member commission.
- Working to secure the Duffy Boat operation for 2020.
- Preparing survey to business owners; asking for feedback and if interested in a Business Call visit.

Heritage Preservation Commission (HPC) - Barb Thurston reported:
The HPC had a good year. They recently looked at their accomplishments:
- Expanding Christian Hills District; not as far as wanted but successful in trying to keep all involved happy. No issues were experienced. We are discussing more expansion potentially down to Ticknor Hill.
- Successful in WPA (Works Progress Administration) sidewalk removal part of Madison & 3rd Ave. Signage is planned for the part.
- Hoping to partner with the Park & Recreation Board to provide content for signs at the city parks which are named after people.
- Seeking nominations for Heritage Preservation Awards for residential and commercial properties. The awards will be presented in the spring. The following were suggestions made at this meeting:
  - 2516-4th Ave.; apartment building exterior improvements, including new garage and landscaping
  - Franklin & Rice (keep on radar) home renovation at 1627 Ferry St.
  - 111 Harrison (change of use to Event Center; building preservation and renovation).

Housing & Redevelopment Authority (HRA) - Carl Youngquist reported:
- 7th & Main St. - Demos are underway and we are seeking a buyer for the property; CBRE is preparing marketing materials and the property should be going on the market soon. We did not find a buyer for the home at 640 E Main Street. We advertised it on social media and reached out directly to some house movers and local contractors; nine people showed interest, but no offer was made. An alternate bid went out to include the demolition of the house in case a buyer came forward, but one did not. The HRA plans to meet with City Council, EDC and PC to try to determine a shared vision of how the site will be redeveloped and what the end use will be.
- Extended the Fire Suppression district beyond the Central Business District to include 111 Harrison. We provided $18,000 for fire suppression to that property.

Park & Recreation Advisory Board (PB) - Steve Nelson reported:
- Staff completed the Anoka Aquatic Center report and presented it to the City Council. Annual Revenue was $326,595 with Expenses at $366,910 ($40,000 shortfall, this is typical). Aquatic Center brings 35,000+ people into the city This was the 3rd year for the city operating concessions which produced $54,000 in revenue to help support the operation.
- Reviewing park fees for 2020 and will be adjusting them slightly.
- Sunny Acres Tennis Court — rehab/crack filling of court surface to extend life/usefulness of courts. There will be three tennis courts and 4 pickle ball courts (instead of 4 tennis courts) when the project is completed in the spring. Due to weather it was not finished this fall.
- Repairs were completed to George Green tennis courts. A new basketball hoop was installed. The courts were completely reconstructed.
- George Enloe Park—$35,000 donation received from ARAA to transform the existing softball field into a grass baseball field. City crews did all of the work. Nice job/talented staff. Utilized sod and reused ag line material.

Continued
Park & Recreation Advisory Board (PB) continued

- Station Park—Staff is still working through permitting with the DNR. This is the snow storage area. It is within a conservation easement. City wants to construct a paved parking lot & entrance road. DNR will not permit it. Plans to dredge the small inlet body of water and install a canoe/kayak launch and dock.
- Renamed/re-envisioned the Performing Art subcommittee as the Arts & Culture Subcommittee to help with programming such as Concerts and Movies in the Park.
- We need help from civic organizations for Anoka Winterfest and other events. Winterfest has moved from Green Haven to George Enloe Park and is scheduled for Saturday, Feb. 8 from Noon—4 p.m.
- Tree Lighting was a success on December 7th.
- Restrooms at city parks seems to be a common topic at our meetings.
- Applying for Phase II of the DNR No Child Left Inside grant.
- Purchased new playground equipment for Akin Riverside Park; to be installed in the spring. Along with other aesthetic improvements.
- Staff anticipates skating rinks will be up and running around December 21st.
- Lincoln school principal expressed concerned again this year about the skating rink on school property and maintenance occurring during school hours. City Staff has worked with Dist. 11 Facilities staff to modify the rink layout and have installed snow fence to separate the rink from the playground.

Planning Commission (PC) - Don Kjonaas reported:

Working on four major projects:
- Anoka Golf Maintenance Building on the north side of Green Haven. This will also serve as an animal containment center and will have gas pumps available for the city fleet.
- Washington School—approved a new gymnasium, cafeteria, office space and classrooms allowing for removal of the portable classrooms.
- The American Club—approved a 4-story, 87 unit senior co-op next to HealthPartners. Twenty have sold, need to sell 57 total.
- Recommending approval of Talberg Homes senior living facility at 500 W. Main Street. There will be 32-units; 18 assisted living and 14 memory care. This is the open lot behind the Anoka Shopping Center. There will be 25 parking stalls and only 8 employees, so parking should be sufficient.

Waste Reduction & Recycling Board (WRRB) - Diane Grinde reported:

- WRRB had a very busy fall with events:
  - Fall Recycling Event was on September 28th; lighter activity and tonnage than spring, which is typical.
  - Fix-It Clinic was on November 2nd was a success, with approximately 25 customers; a very fun event.
  - Pumpkin Smash (composting); first event, very successful and we will host it again next year.
  - Held Paper Shredding events in October and November; cohosted with the city of Ramsey.
- Hosting a Holiday Wrap Up Recycling Event at Green Lights Recycling in Blaine on Saturday, January 25th from 9 a.m.—Noon. A coupon to recycle two items for free will be in the winter edition of the City View newsletter.
- The WRRB expanded its membership from 5 to 7 members; currently have 7 active members.
- We are beginning discussions on organics and of educating the public on it before implementing any programs.
- We have a Worksession on December 11th to discuss our goals and accomplishments.
- Cutting back on paper shredding events, which have not been well attended outside of our spring and fall events.
- Increasing RAW newsletter from two issues a year to three.

March Hot Topic Suggestions
2020 Street Renewal Program (SRP)/Street Surface Improvement Program (SSIP) or Hwy. 10/169 Update

NEXT MEETING DATE: MARCH 4, 2020 ● 7:30 A.M. ● ANOKA CITY HALL