ENVIRONMENTAL COMMITTEE
CITY HALL COUNCIL CHAMBERS
MARCH 10, 2016
6:00 P.M.

AGENDA

I. CALL TO ORDER

II. CONSENT AGENDA
   A. Minutes (page 1)

III. NEW BUSINESS
   A. Election of Officers (page 4)
   B. Meeting Schedule (page 5)
   C. Spring Clean Up/Household Hazardous Waste Collection (page 6)
      - Saturday, April 30, 2016 from 8 – 11 a.m.
      - High School North Parking Lot
      - The County needs 4 volunteers
      - Shredding Service – Bank of the West ???
   D. Curb-side Scavenging (page 8) – Have it? Dates?
   E. Compost Site (page 9)
      1. 2015 Report
      2. Proposed Operational Changes
      3. Proposed Ordinance
   F. Burning In The City Limits – Golf Course (page 13)
   G. Member Vacancy (page 15)

IV. OLD BUSINESS

V. INFORMATIONAL

VI. ADJOURN

Please contact Ron Mergen at 320-243-3714 ext. 230 or at ron@paynesvillemn.com if you are unable to attend the meeting.

Members: Donavan Mayer, Bev Aas, Neil Herzberg, Brandon Michaelis, Duane Olmscheid, Harry Thielen, Mike Jensen, VACANCY, Chuck Koshiol, and Hockey Association Representative, Chad Woelfel. Advisory Members: Don Williamson, Ron Mergen, and Renee Eckerly.

This agenda has been prepared to provide information regarding an upcoming meeting of the Paynesville Environmental Committee. This document does not claim to be complete and is subject to change.

BARRIER FREE: All Paynesville Environmental Committee meetings are accessible to the handicapped. Attempts will be made to accommodate any other individual need for special services. Please contact City Hall (320) 243-3714 early, so necessary arrangements can be made.

REQUEST FOR COMMITTEE/COUNCIL ACTION

COMMITTEE/COUNCIL NAME: Environmental Committee

Committee/Council Meeting Date: March 10, 2016

Agenda Section: Consent

Originating Department:

Item Number: II - A

ITEM DESCRIPTION: Minutes

Prepared by: Staff

COMMENTS:

Please review the minutes from the September 23, 2015 Environmental Committee meeting.

ADMINISTRATOR COMMENTS:

COMMITTEE/COUNCIL ACTION:

A motion to approve the minutes from the September 23, 2015 Environmental Committee meeting.

MINUTES
SPECIAL ENVIRONMENTAL COMMITTEE

SEPTEMBER 23, 2015

Chairman Bev Aas called the meeting to order at 6:00 p.m. Members present were Neil Herzberg, Chuck Koshiol, Harry Thielen, Duane Olmscheid, Mike Jensen, Chad Woelfel, and Brandon Michaelis. Also present were Advisory Members Ron Mergen, Public Works Director and Don Williamson, West Central Sanitation.

> **Motion was made by Jensen to approve the minutes of the March 12, 2015 and March 26, 2015 Environmental Committee meetings. Seconded by Thielen and unanimously carried.**

RECYCLING CART PROPOSAL

It was noted that no specifics would be discussed, only whether to negotiate a contract with West Central Sanitation or go out for bids. Don Williamson presented a list of advantages and disadvantages to single stream recycling:
Advantages:

- Reduced sorting efforts by residents
- Significant increase in the volume recycled; by 21%
- Less volume to landfills
- Less chance of injury
- More items can by collected (i.e. junk mail, telephone books, and mixed paper)

Disadvantages:

- Initial capital costs for carts
- Processing costs may increase
- Possible reduced commodity cost due to contamination of paper
- Unwanted contaminants are sent by recycler to landfill
- Potential for diminished public confidence due to unmarketable or contaminated items

Members discussed the proposal and noted that as a community we have a responsibility to recycle. Many residents currently do not recycle simply because it is not convenient and will not take the time to sort the items out. This proposal will add that simplicity and convenience into the system. Members then discussed the service that the City receives from West Central Sanitation is very good and they are very involved in the community. It was also noted that West Central Sanitation's rates are very competitive and what would the City gain by going out for bids.

> **Motion was made by Aas to re-negotiate the contract with West Central Sanitation and recommend such to the City Council. Seconded by Herzberg and unanimously carried.**

COMPOST SITE OPERATIONS

Members reviewed pictures taken at the Compost Site of unacceptable materials. Mergen reviewed some proposed changes:

- Write an ordinance and set up a fine for someone abusing the system, currently there is no fine in place; all the City can do is take away the permit
- Post signage with the fine amount and educate the public of such
- The Hockey Association will instruct their workers they need to inspect the loads coming in and the Association will inspect the site when they leave and pick up any debris that is left

FALL CURB SIDE LEAF PICKUP

Fall curb side leaf pickup is set for Saturday, October 24, 2015. All bags must be set out by 7:00 a.m.

OUTDOOR BURNERS

Members reviewed the proposed ordinance noting this prohibits any outdoor bio-fuel burners and sets standards and requirements for existing units and indoor bio-fuel burners. Traditional wood burning stoves and fire places are exempt from this ordinance. It was noted that the amount of smoke emitted from these units can be a nuisance and to residents with asthma it is more than a nuisance it is a health issue.

> **Motion was made by Herzberg to approve the proposed ordinance and recommend such to the City Council. Seconded by Koshiol and unanimously carried.**

There being no further business the meeting was adjourned at 6:50 p.m.

REQUEST FOR COMMITTEE/COUNCIL ACTION

COMMITTEE/COUNCIL NAME: Environmental Committee

Committee/Council Meeting Date: March 10, 2016

Agenda Section: New Business

Originating Department:

Item Number: III - A

ITEM DESCRIPTION: Election of Officers

Prepared by: Staff

COMMENTS:

Nominations for Chairperson.
Nominations for Vice Chairperson.
Nominations for Secretary.

ADMINISTRATOR COMMENTS:

Current officers:
Chair – Bev Aas
Vice Chair – Neil Herzberg
Secretary – Ron Mergen

COMMITTEE/COUNCIL ACTION:

Motion to elect _____ as Chairperson.

Motion to elect _____ as Vice Chairperson.

Motion to elect _____ as Secretary.

REQUEST FOR COMMITTEE/COUNCIL ACTION

COMMITTEE/COUNCIL NAME: Environmental Committee

Committee/Council Meeting Date: March 10, 2016

Agenda Section: New Business

Originating Department:

Item Number: III - B

ITEM DESCRIPTION: Meeting Schedule

Prepared by: Staff

COMMENTS:

Annually each Committee sets their meeting schedule. Currently the Environmental Committee meets the Second Thursday in March and First Thursday in April 6:00 p.m. You may want to think about meeting once in the spring and once in the fall as a set schedule and you can still meet more often if needed.

ADMINISTRATOR COMMENTS:

COMMITTEE/COUNCIL ACTION:

Motion to set the Environmental Committee meetings for _____.

OLD

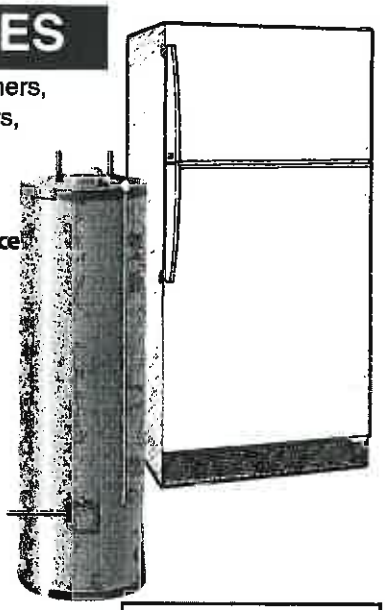
GET RID OF YOUR JUNK

at the Paynesville Area Spring Clean-Up!

Acceptable Items include Appliances, Computers, Tires, Basic Trash, and Recyclables

APPLIANCES

Washers, Dryers, Dishwashers, Air Conditioners, Freezers, Refrigerators, Ranges, Dehumidifiers, Water Heaters, Water Softeners, Microwaves **$7 per appliance**



TIRES

Car ***$4*** [with rim $9]
Light Truck ***$5*** [with rim$10]
Truck ***$15*** [with rim $20]
Tractor ***$57***

***Used oil (FREE)**
Used Oil Filters (50¢)
Antifreeze ($1/gallon)
May be taken to the Oil Recycling Facility located at the Paynesville Township Hall parking lot.

Saturday, April 25, 2015

8 - 11 a.m.

Paynesville Area Middle School South Parking Lot

Senior Citizens and handicapped residents may contact the R.O.S.E. Center at 320-243-5144 for assistance.

Household Batteries (A, B, C, D, 9V & 6V Flashlight) Manufactured after 1991 are disposable in your regular garbage collection. Button Batteries are Household Hazardous Waste

COMPUTERS & TVs

(COMPLETE SYSTEM) ***$15 each***
Includes Monitor, Tower, Keyboard, Mouse
MONITORS ***$5 each***
TOWERS ***$5 each***
KEYBOARDS ***$2 each***
PRINTERS ***$5 each***
TVs ***$20 each***
CONSOLE TVs ***$25 each***

BASIC TRASH

If it is nonrecyclable, nonhazardous, and is NOT an appliance. Items that may be too large for regular garbage container. ***6¢ per pound***
Mattress and box spring
$5 each

WEST CENTRAL Shredding

Shredding available at the Paynesville Area High School 8 a.m. - 11 a.m.

RECYCLABLES

CARDBOARD:
We accept flattened corrugated boxes, packing, and brown grocery bags. Large quantities should be delivered to the recycling center.

Batteries:
ATV, car, and truck batteries.

SCRAP IRON:
All types of scrap steel. Lawn mowers must be drained of oil and gas. Bicycles must have tires **removed.**

NEWSPAPER, MAGAZINES, & OFFICE PAPER:
Newspaper includes all paper delivered with the paper. Must be contained (bagged, boxed, tied). Magazines, phone books, newspapers, comic books, plastic, and cellophane.

Sponsored by Paynesville Township and the City of Paynesville: 320-243-3714
- SEE HAZARDOUS WASTE COLLECTION ON REVERSE SIDE! -

OLD

What do you do with hazardous chemicals in your home?

Take advantage of the household hazardous waste collection!

Senior Citizens and handicapped residents may contact the R.O.S.E. Center at 320-243-5144 for assistance.

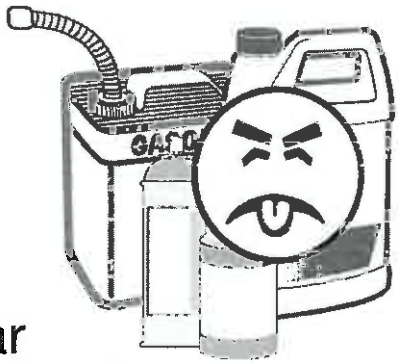
Saturday, April 25, 2015

8 a.m. - 11 a.m.

Paynesville Area High School West parking Lot

Items accepted include:

- Paints
- Automotive Chemicals
- Garden Chemicals
- Adhesives
- Cleaners
- Sealers
- Aerosols
- Poisons
- Solvents
- Roofing Tar
- Rechargeable Batteries
- Pool Chemicals
- Mothballs
- Fuels
- Fluorescent Bulbs (Household, no 8ft.)
- Mercury
- Button Batteries



Items NOT accepted include:

- Business Waste
- Agricultural Waste
- Household Garbage
- Unknowns
- Explosives
- Pharmaceutical Waste
- Medical Waste
- Car Batteries
- Appliances
- Furniture
- Tires

***Used oil (FREE) Used Oil Filters (50¢) Antifreeze ($1/gallon) May be taken to the Oil Recycling Facility located at the Paynesville Township Hall parking lot.**

COMPUTERS & TVs:
COMPLETE SYSTEM (Monitor, Tower, Keyboard, Mouse) ***$15 ea.***
MONTIORS ***$5 ea.*** • TOWERS ***$5 ea.*** • KEYBOARDS ***$2 ea.***
PRINTERS ***$5 ea.*** • TVs ***$20 ea.*** • CONSOLE TVs ***$25 ea.***

Sponsored by Paynesville Township and the City of Paynesville: 320-243-3714 and Stearns County Environmental Services: 1-800-450-0852

- SEE SPRING CLEANUP ON REVERSE SIDE! -

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Could your TRASH

Be someone else's TREASURE ?

OLD

Too busy, no storage, not enough items to have a garage sale?
Take part in

PAYNESVILLE AREA SCAVENGER DAYS

Place your items on the boulevard and passersby may scavenge through your free items.
We ask that all items be removed from the boulevard no later than Sunday, April 19th.
For more information please contact Ron Mergen at the City of Paynesville
320-243-3714 ext. 230

- All items are free/give away
- Save time, trouble, and expense to dispose of unwanted items
- Start date Friday April 17, 2015
- End date Sunday April 19, 2015
- Paynesville Area Spring Clean Up & Household Hazardous Waste Collection is on:

Saturday, April 25, 2015
8:00 a.m.—11:00 a.m.
Paynesville Area
High School/Middle School
South & West parking lots

Sponsored by: Paynesville Environmental Committee

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2015 PAYNESVILLE AREA COMPOST SITE REPORT

The Paynesville Area Compost Site was open:

- 29 Saturday forenoons between April 18, 2015 and November 14, 2015
- 12 Monday evenings during the months of May, June and October
- 27 Wednesday evenings between April 22, 2015 and October 28, 2015

The compost site was closed on Wednesday evenings in November; therefore, we extended the fall Saturday hours from 1:00 p.m. to 3:00 p.m. October 10, 2015 through November 14, 2015.

NUMBER OF PERMITS ISSUED					
Year	City	Township	Other	Total	Total Money Received
2015	210	158	37	405 (9 commercial)	$5,740.00
2014	157	203	15	375 (9 commercial)	$5,460.00
2013	221	154	28	403 (10 commercial)	$4,930.00
2012	207	143	21	371 (8 commercial)	$4,510.00
2011	207	118	23	348 (6 commercial)	$4,090.00
2010	217	149	18	384 (6 commercial)	$4,470.00
2009	577	400	67	1,044	$0.00
2008	552	373	62	987	$0.00
2007	552	360	47	959	$0.00
2006	531	336	42	909	$0.00
2005	523	325	43	891	$0.00
2004	522	288	36	846	$0.00

USAGE NUMBERS				
Year	City	Township	Other	Total
2015	1,467	1,078	37	2,582
2014	1,386	942	14	2,342
2013	1,354	935	9	2,298
2012	1,306	856	7	2,169
2011	1,376	856	23	2,255
2010	1,318	871	18	2,207
2009	1,758	994	12	2,764
2008	1,718	897	24	2,639
2007	1,730	775	69	2,574
2006	1,563	779	80	2,422
2005	1,784	767	79	2,630
2004	1,759	700	45	2,504

Year	Number Of Persons That Used The Site Without Paying	Never Paid
2015	9	3
2014	7	2
2013	25	10
2012	13	6
2011	22	7
2010	30	12

Paynesville Area Compost
Proposed Operational Changes

The largest request or complaint from residents is the limited hours of operation, currently 6 to 8 hours per week. The other issue is the amount of debris that is left at the site.
Our proposal is as follow.

1. The site would be open daily from 8am to 8pm or dusk, whichever is earlier. The site will be opened by the Public Works Crew and closed by the Paynesville PD.
2. Surveillance will be conducted with three cameras placed to cover all incoming traffic where we can video an image of the vehicle, license plate and driver. A second and third camera would be set to monitor the drops sites of compost and the brush pile. The surveillance system is estimated to be $2775.00
3. Option, we could install an electronic gate system and issue everyone a card to swipe, however the electronic gate is approximately $8,000.00 and the card reader system will be another $4,000.00 plus monthly operational costs.
4. To cover the cost of installation and operation the City would add a $ fee onto all utility bills and would anticipate that cost to be split with the Twp. On a 62% - 38% cost share.
5. Estimated start date could be June or July 2016

9A

ORDINANCE NO. _____, 2ND SERIES

AN ORDINANCE OF THE CITY OF PAYNESVILLE, MINNESOTA, AMENDING CITY CODE CHAPTER 10 ENTITLED "PUBLIC PROTECTION, CRIMES & OFFENSES", BY ADDING A NEW SECTION 10.19 ENTITLED "COMPOST SITE REGULATION"; AND BY ADOPTING BY REFERENCE CITY CODE CHAPTER 1 AND SECTION 10.99, WHICH, AMONG OTHER THINGS, CONTAIN PENALTY PROVISIONS.

THE CITY COUNCIL OF PAYNESVILLE, MINNESOTA ORDAINS THAT EFFECTIVE UPON ITS PASSAGE AND PUBLICATION:

Section 1. City Code, Chapter 10, is amended to add a new Section 10.19 as follows:

SECTION 10.19. COMPOST SITE REGULATIONS.

Subd. 1. Purpose. The purpose of this Ordinance is to regulate the materials dropped off by the members of the public and businesses making use of the City of Paynesville compost site to ensure that the site is receiving materials which can be used for the intended purpose of compost, and that non-acceptable materials are not left at the compost site.

Subd. 2. Acceptable Materials. Materials acceptable for being deposited or left at the compost site are leaves, grass trimmings, garden vegetation, tree prunings of branches less than 4" in diameter, lake weeds, pine cones, acorns, mulch, corn stalks and sunflower stalks.

Subd. 3. Materials that Are Not Acceptable. Any materials which do not fit the definition of acceptable materials are not acceptable for deposit at the compost site. Materials that are not acceptable for deposit at the compost site specifically include garbage, construction materials and debris, tree stumps, shrub roots, tree branches or other parts of trees 4" in diameter or greater, and rocks.

Subd. 4. Division of Materials. Every member of the public or business using the compost site is responsible to divide their materials as follows:

a) Grass trimmings, leaves and garden vegetation are to be placed on the mulch pile.

b) All other acceptable materials are to be placed on the brush pile. If acceptable materials include a mixture of items which would otherwise be appropriate in part for the mulch pile and in part for the brush pile, the entire mixture shall be deposited on the brush pile.

Subd. 5. Prohibited Dumping of Materials. It shall be a violation of this Ordinance for any member of the public or business to deposit materials that are not acceptable at the compost site. Anyone depositing materials at the compost site shall be responsible for knowing what is included in the materials that they are depositing, for ensuring that it includes no materials that are not acceptable and for depositing the materials at the appropriate location.

Subd. 6. Violations. a) Notice. Upon discovery of a violation the alleged violator may be issued, either personally or by mail, an administrative citation setting forth the

alleged violation, and which shall inform the alleged violator of his or her right to be heard on the accusation of the dumping of unacceptable materials at the compost site.

b) Hearing. If a person accused of violating this Ordinance so requests, a hearing shall be scheduled, the time and place of which shall be published and provided to the accused violator.

c) Hearing Officer. The City Council shall serve as the hearing officer.

d) Decision. If the hearing officer determines that a violation of this Ordinance did occur, that decision, along with the hearing officer's reasons for finding a violation and the penalty to be imposed under Subd. 6 of this Ordinance, shall be recorded in writing, and a copy shall be provided to the accused violator. Likewise, if the hearing officer finds that no violation occurred or finds grounds for not imposing any penalty, such finding shall be recorded and a copy provided to the accused violator.

e) Appeals. Appeals of any decision made by the hearing officer shall be filed in District Court in Stearns County, Minnesota.

f) Misdemeanor Prosecution. Nothing in this Section shall prohibit the City from seeking prosecution of a violation of this Ordinance as a misdemeanor. If the City elects to seek misdemeanor prosecution, no administrative penalty shall be imposed.

g) Denial of Access to Compost Site. In addition to any monetary penalty imposed, a person or business committing a second or subsequent violation may be subject to being denied future access to the compost site for a time to be set by the City Council.

Subd. 7. Fines. Any member of the public or business found to have violated the provisions of this Ordinance shall be subject to an administrative fine of $250.00 for a first violation and $500.00 for a second or subsequent violation within 24 months of a first violation.

Section 2. City Code Chapter 1 entitled "General Provisions and Definitions Applicable to the Entire City Code, Including Penalty Provision for Violation" and Section 10.99 entitled "Violation a Misdemeanor", are hereby adopted in their entirety by reference as though repeated verbatim herein.

Adopted by the City Council of the City of Paynesville this _____ day of _____, 2015.

_____
Jeff Thompson, Mayor

ATTEST:

_____
Renee Eckerly, City Administrator

Published in the Paynesville Press on _____.

REQUEST FOR COMMITTEE/COUNCIL ACTION

COMMITTEE/COUNCIL NAME: Environmental Committee

Committee/Council Meeting Date: March 10, 2016

Agenda Section: New Business

Originating Department:

Item Number: III - H

ITEM DESCRIPTION: Burning In The City Limits – Golf Course

Prepared by: Staff

COMMENTS:

Bryan Kruger, Superintendent of Koronis Hills Golf Course has approached the City to obtain a Burning Permit to burn a large pile of brush on the golf course property that lies within the city limits of Paynesville. The City staff has indicated to him that burning is not allowed in the city limits with the only exception being recreational fires in a fire pit or fire ring. Please review the attached written request as well as photos of the pile in which Mr. Kruger wants to burn.

ADMINISTRATOR COMMENTS:

COMMITTEE/COUNCIL ACTION:

Motion to _____.

Dear enviromental committee and city council. I am Bryan Kruger, superintendent at Kornis Hills Golf club. In my recent request for a burning permit I learned that our brush pile is within the city limits therefore making it illegal to burn. I have thought of many different options of what I could possibly do with this pile I have been adding to for two years. The first was to move it somewhere else but I didn't want to burn on the golf course itself. The next was to have someone come in and remove it but the cost involved would probably be substantial. So I am asking the environmental committee and city council to consider issuing me a one day burn permit. I would be there the entire time and would wait for a calm day or a day where the wind direction is from the north...northwest. If you issue this to me, would you do this for me annually or do I need to figure out a new way to get rid of my brush and dead trees? Thanks you Bryan Kruger

REQUEST FOR COMMITTEE/COUNCIL ACTION

COMMITTEE/COUNCIL NAME: Environmental Committee

Committee/Council Meeting Date: March 10, 2016

Agenda Section: New Business

Originating Department:

Item Number: III - G

ITEM DESCRIPTION: Member Vacancy

Prepared by: Staff

COMMENTS:

There is currently a vacancy on the Committee. Suggestions/recommendations.

ADMINISTRATOR COMMENTS:

COMMITTEE/COUNCIL ACTION:

Motion to appoint _____ to the Environmental Committee and recommend such to the City Council.

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