



**TO:** Mayor Shaun Sipma  
Members of the City Council

**FROM:** Jason Sorenson, Assistant Public Works Director

**DATE:** June 28, 2021

**SUBJECT:** NEW LANDFILL INVESTIGATION (PROJECT NUMBER 4545)

**I. RECOMMENDED ACTION**

1. Recommend council authorize the Mayor to sign the task order for the New Landfill Investigation with CPS, Ltd.
2. Recommend approval of a proposed ordinance on first reading and the use of Sanitation cash reserves.

**II. DEPARTMENT CONTACT PERSONS**

Dan Jonasson, Director of Public Works	857-4140
Jason Sorenson, Assistant Director of Public Works	857-4140

**III. DESCRIPTION**

A. Background

In September of 2017, the City of Minot purchased two quarters of land to expand the landfill. Rezoning this land to Public for future landfill use came against significant public opposition. After over a year of public meetings, focus group discussions, site suitability analysis and relocation cost analysis a smaller expansion was eventually rezoned and approved for expansion. The approved expansion will provide about 20 years of additional capacity. It was the desire of City Council at that time to begin finding a site for a new landfill. Due to financial uncertainty last year during the pandemic, this conversation was tabled in 2020 and requested to come back in one year. Please review the attached presentation for further info and context.

B. Proposed Project

A site selection study was conducted as part of the focus group and public meeting process. The study identified sites within 20 miles of Minot that could be suitable for a landfill. This task order will utilize that study information to begin talking with landowners about selling land and conducting due diligence on that land prior to purchase. This would include but not be limited to, site suitability, meeting with zoning jurisdiction, acquisition assistance and eventually submitting a preapplication to NDDEQ.

C. Consultant Selection

CPS was selected to provide general solid waste consulting services as part of a Master Services Agreement. They have provided much of the data thus far and have vast amounts of knowledge regarding this project.

**IV. IMPACT:**

A. Strategic Impact:

Landfill siting can be a long contentious topic and beginning this work now will ensure we are well prepared for the future when the current landfill nears capacity.

B. Service/Delivery Impact:

N/A

C. Fiscal Impact:

The task order is billed at an hourly basis not to exceed a total of \$370,000. This amount should be sufficient to take a site through a preapplication. If a site fails along the process a different site may need to be selected. Depending on issues that arise, a subsequent contract amendments may be needed.

Project Costs

N/A

Project Funding

Funding for this project was budgeted in the 2020 Landfill budget in the amount of \$350,000. Additional funding will come Landfill cash reserves.

**V. ALTERNATIVES**

Council could elect to not approve the task order. In this case, staff would need some direction on how the Council would like to move forward. Options could include waiting a while to take on this effort or relooking at the expansion for longer term solutions.

**VI. TIME CONSTRAINTS**

N/A

**VII. LIST OF ATTACHMENTS**

1. Task Order 9 - New Landfill Site Preliminary Investigation
2. Presentation from 2018
3. Proposed Ordinance