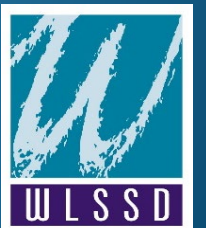


# Completing a SCORE Report

March 8, 2023

Lorilee Blais



# Getting to know our network

- Ben Crowell
  - Our point person at the MPCA for all things SCORE
- Barbara Monaco
  - Our point person at the MPCA for all things data
- County Solid Waste Administrators, Planners, Coordinators
  - Look around you
  - Wastes and Recyclables often cross county (and state) lines, work with counterparts to be accurate



# SCORE Report sections

- Survey
- Source Reduction
- Financials
- MSW Generation
- Licensed Haulers
- Recyclables, Reusables

The screenshot shows the Re-TRAC web application interface. At the top, there are navigation links for 'Home' and 'Menu'. Below this is a dark green header with the 'MEMBERS' label, the MPCA Minnesota logo, and the text 'MPCA SCORE PROGRAM'. The main content area is titled 'MEMBERS' and features a summary bar with '1 MEMBER' and an '+ ADD MEMBER' button. A list of members is displayed, with one entry for 'WESTERN LAKE SUPERIOR SANITARY DISTRICT'. This entry includes the text 'SCORE PROGRAM WLSSD, MN, United States' and a red 'Edit Member' link.



# Survey

- Last completed in 2019
- Useful to review the last survey and keep update notes
  - A reason for more yard waste tonnage may be due to a new hauler with a lot of customers
  - Changes in recyclable tonnages may track back to a transition from a recycle center to curbside service within several townships
- Most of the survey may stay the same each time



# Source Reduction

- Review last year's report
  - Quite a few office-related subjects carry over year to year
  - Even if you can't quantify source reduction by weight, notes are helpful (ie 2 more large events worked with us to go waste-free this past year)
- If office-related subjects are not already based on set policies, consider establishing policies and rolling them farther out
- Waste-free events
  - Consider updating ordinances regarding public events
  - Event kits and hauler resources
  - Waste-free vs source reduction.....less in the landfill



# Source Reduction

- Durable purchases
- Green Meetings
  - Working with caterers
  - Managing reusables
  - Knowing when something counts as waste-free but might not count for source reduction
  
- How has COVID changed some of our source reduction practices?



# Financials

- Set up accounts so end-of-year reports easily flow into the SCORE Report
  - Separate solid waste revenue accounts where applicable
    - SCORE funds
    - Grants
    - Transfer Station, Landfill, HHW, Yard Waste, Misc
    - Solid Waste Management Fees (or your county equivalent)
    - Interest, late fees (update your ordinances if necessary)
  - Separate solid waste expense accounts
    - Transfer Station, Landfill, HHW, Yard Waste, Community Relations/Education, Capital Improvements for each operation, Payroll, Allocations
    - Keep things like electronics and major appliance recycling expenses in separate accounts if they don't normally fall under HHW (work with your finance team to make reporting EASIER)
- Request cash-basis reports from your finance team; Excel exports are best





	A	B	C	D	E	F	G	H	I	J
1	Check Number	Check Date	Vendor ID	Vendor Name	Invoice	Invoice Date	Due Date	PO	Account	Amount
2	12426	1/20/2021	5841	NORTHLAND VEBA TRUST	10121	1/4/2021	1/5/2021		5100-4240	\$ 8,5
3	12464	8/3/2021	5841	NORTHLAND VEBA TRUST	080121VEBA	8/1/2021	8/1/2021		5100-4240	\$ 9
4									<b>5100-4240 Total</b>	<b>\$ 9,1</b>
5	186431	1/14/2021	411	GENERAL CLEANING CORPORATION	34325	12/27/2020	1/6/2021	900786	5100-4520	\$ 3
6	186563	2/11/2021	411	GENERAL CLEANING CORPORATION	34405	1/27/2021	2/6/2021	900786	5100-4520	\$ 3
7	186797	3/25/2021	411	GENERAL CLEANING CORPORATION	34427	2/27/2021	3/9/2021	900848	5100-4520	\$ 3
8	186951	4/22/2021	411	GENERAL CLEANING CORPORATION	34555	3/27/2021	4/6/2021	900848	5100-4520	\$ 3
9	187030	5/6/2021	411	GENERAL CLEANING CORPORATION	34635	4/27/2021	5/7/2021	900848	5100-4520	\$ 3
10	187343	6/24/2021	411	GENERAL CLEANING CORPORATION	34726	5/27/2021	6/6/2021	900848	5100-4520	\$ 3
11	187476	7/14/2021	411	GENERAL CLEANING CORPORATION	34796	6/27/2021	7/7/2021	900848	5100-4520	\$ 3
12	187635	8/12/2021	411	GENERAL CLEANING CORPORATION	34860	7/27/2021	8/6/2021	900848	5100-4520	\$ 3
13	187872	9/16/2021	411	GENERAL CLEANING CORPORATION	34933	8/27/2021	9/6/2021	900848	5100-4520	\$ 3
14	188051	10/14/2021	411	GENERAL CLEANING CORPORATION	35004	9/27/2021	10/7/2021	900848	5100-4520	\$ 3
15	188158	11/4/2021	411	GENERAL CLEANING CORPORATION	35092	10/27/2021	11/6/2021	900848	5100-4520	\$ 3
16	188386	12/9/2021	411	GENERAL CLEANING CORPORATION	35149	11/27/2021	12/7/2021	900848	5100-4520	\$ 3
17									<b>5100-4520 Total</b>	<b>\$ 3,6</b>
18	186656	2/25/2021	6682	PETROLEUM TRADERS CORPORATION	1624567	2/2/2021	3/4/2021	900893	5100-4800	\$ 7
19	187092	5/13/2021	6682	PETROLEUM TRADERS CORPORATION	1653010	4/23/2021	5/23/2021	900893	5100-4800	\$ 9
20									<b>5100-4800 Total</b>	<b>\$ 1,2</b>
21	12430	1/22/2021	753	MINNESOTA POWER	12421	1/24/2021	1/24/2021		5100-5000	\$ 6
22	12439	2/24/2021	753	MINNESOTA POWER	22421	2/24/2021	2/24/2021		5100-5000	\$ 7
23	12445	3/24/2021	753	MINNESOTA POWER	32421	3/24/2021	3/24/2021		5100-5000	\$ 8
24	12451	4/27/2021	753	MINNESOTA POWER	042421ELE	4/24/2021	4/24/2021		5100-5000	\$ 9
25	12455	5/24/2021	753	MINNESOTA POWER	052421ELE	5/24/2021	5/28/2021		5100-5000	\$ 2
26	12458	6/24/2021	753	MINNESOTA POWER	062421ELE	6/24/2021	6/24/2021		5100-5000	\$ 2
27	12460	7/23/2021	753	MINNESOTA POWER	072421ELE	7/24/2021	7/24/2021		5100-5000	\$ 2
28	12465	8/24/2021	753	MINNESOTA POWER	082421ELE	8/24/2021	8/24/2021		5100-5000	\$ 3
29	12468	9/24/2021	753	MINNESOTA POWER	092421ELE	9/24/2021	9/24/2021		5100-5000	\$ 4
30	12473	10/22/2021	753	MINNESOTA POWER	102421ELE	10/24/2021	10/24/2021		5100-5000	\$ 3
31	12475	11/24/2021	753	MINNESOTA POWER	112421ELE	11/24/2021	11/24/2021		5100-5000	\$ 3
32	12482	12/24/2021	753	MINNESOTA POWER	122421ELE	12/24/2021	12/24/2021		5100-5000	\$ 5
33									<b>5100-5000 Total</b>	<b>\$ 5,6</b>
34	13136	1/22/2021	3471	AT&T MOBILITY	838460067X01142021	1/6/2021	1/26/2021		5100-5200	\$ 1
35	13165	2/26/2021	3471	AT&T MOBILITY	838460067X02142021	2/6/2021	2/26/2021		5100-5200	\$ 1
36	13180	3/19/2021	3471	AT&T MOBILITY	838460067X03142021	3/6/2021	3/26/2021		5100-5200	\$ 1

2100 accounts (solid waste)				
3637	yard waste			
3650	HHW Regional			
3900	MPCA HHW Grant			
3643	HHW paint care			
3638	organics (out of area)			
3642	Clean Shop			
3645	lamps/sharps			
3641	oil/SLABs/rechargeable batteries			
3640	scrap recycling			
3945	compost pails/composters			
3950	SW-misc			
3944	SW finance charges			
3830	PERA Rebate			
3890	SCORE			
3630	MRC			
3605	Unacceptable Fine			
3615	Unacceptable Ticket Fine			
3730	SW Ord late charges			
<b>2021</b>				
Property taxes				
3801	St. Louis County			
3802	Carlton County			
Service Fees				
3690	District			
3691	Carlton County			
3692	SLC out			
3693	Lake Cty			
3694	North Twn			
3695	Carlton County out			
3696	Cook Cty			
3697	Superior			





# MSW Generation

- Use licensed hauler & facility reports to determine in-county managed MSW
  - Easy if all waste stays within a county or at least funnels through transfer station(s) within a county before heading out-of-county for disposal
  - Requires several steps if haulers transport direct to out-of-county transfer stations – our networks are super helpful
- On-site disposal – WLSSD survey % applied to population, what else?
- MSW C/I/I % breakdown – based on information from licensed haulers
  - If all haulers aren't reporting into Re-TRAC, provide the information and calculate the % commercial/industrial component



			2021				
27th AVE W TRANSFER	NOV	DEC	TOTAL	27th AVE W TRANSFER			
District Haulers (tons)				District Haulers (tons)	total for SCORE	percent	
In District (1328) Code 05, 105	4,423.44	4,168.89	51,091.96	In District	51,177.24	72%	In District, Solid W
Carlton County (tons) (1369) (Carlton MSW) Code 68, 168	1,378.27	1,285.58	14,754.37	Carlton County (tons)			
Cook County (tons) (5067) Code 54, 154	205.46	229.03	3,195.55	Cook County (tons)		4%	Cook
Lake County (tons) (1368) Code 67, 167	525.32	482.48	6,637.82	Lake County (tons)		9%	Lake
Itasca County (tons) (1705) Code 79	0.00	0.00	0.00	Itasca County (tons)		0%	Itasca
Superior (tons) Code 07, 107	881.49	870.32	10,236.41	Superior (tons)		14%	Superior
Solid Waste Genl (tons) (1337) Code 13	9.32	6.00	47.07	Solid Waste Genl (tons)	subtotal w/no cc		100.0%
Rejected Organics (5642) Code 14	0.07	0.00	1.64	Rejected Organics	71,247.02	71,247.02	
Cleanup (tons) (1436) Code 96, 83	4.84	0.23	36.57	Cleanup (tons)			
Sub Total	7,428.21	7,042.53	86,001.39	Sub Total			

- From transfer station software to data warehouse to Excel spreadsheet
- Tracking for tons of compacted & uncompact county MSW delivered to WLSSD Transfer Station



# Licensed Haulers (& Facilities)

- Licensed by County and/or Cities
  - Haulers (Garbage, Recyclables, Organics, Junk, etc)
  - MRFs
  - Transfer Stations
  - Landfills
  - Other
- Are you missing anyone? Do ordinances need to be updated to capture them?
- Does the license include a requirement to report to the State via Re-TRAC?



# Reporting MSW for Haulers

- WLSSD reports MSW information for licensed haulers (until all report for themselves)
  - WLSSD runs its own transfer station → DATA
  - Monthly Solid Waste Management Fee reports from haulers
- Some issues observed in hauler & facility reports
  - WLSSD is in St. Louis County but is not St. Louis County - coaching with haulers and facilities to look for WLSSD in the Re-TRAC lists
  - Douglas County (Superior, WI) is out-of-state, not Douglas County in MN









# Recyclables, Reusables

- Box store data from MPCA
- Licensed hauler & MRF data – traditional recyclables, plastic film & some other paper types
  - How are in-county and out-of-county recyclables differentiated?
  - How is data backed out when the same number shows up from several sites?
- Other sources for traditional recyclables
  - Print shops, newspaper companies, scrap yards

**Western Lake Superior Sanitary District  
2021 Recycling Report**


Business name: \_\_\_\_\_

Address: \_\_\_\_\_

\_\_\_\_\_

Contact name: \_\_\_\_\_

Phone: \_\_\_\_\_



Clear Answers for Clean Water™

	AMOUNT RECYCLED	SPECIFY UNITS	PRICE PER UNIT	MARKET NAME & LOCATION
<b>MIXED RECYCLING</b>				
Single Stream Recyclables (no sort)				
Mixed Rigids (plastic, metal, glass)				
<b>PAPER</b>				
Corrugated containers				
Newsprint				
Magazine & catalog grade paper				
Office paper				
Mixed grade paper				
Phone books				
Other paper (describe below)				
_____				
<b>METAL</b>				
Aluminum food/beverage cans & foil				
Steel/tin cans				
Commingled aluminum/steel cans				
Scrap metal: ferrous & non-ferrous				
<b>GLASS</b>				
Food and beverage containers				
Other glass				
<b>PLASTIC</b>				
PET (SPI code 1)				
HDPE (SPI code 2)				
Mixed plastics (SPI code 1-6)				
Polystyrene (SPI code 6)				
Film plastics				
Other resin types (describe below)				
_____				

(next)



# Recyclables, Reusables

Tracking the data beyond traditional recyclables

- Tires, oil, oil filters, antifreeze, batteries (only what is actually recycled )
  - Auto & tire dealers
  - Repair shops
  - Quick lube stations
  - Auto parts stores
- Mattresses, Textiles
  - Which stores pick up mattresses? Which stores work with a mattress recycler versus the ones that do not?
- Electronics – retailers & recyclers
- Appliances – retailers & recyclers



# Recyclables, Reusables

- Food – for people, animals, compost
- Yard waste
- Fluorescent lamps
  - Lamp recyclers
  - Hardware stores
  - Gas station chains, hospitals, colleges, etc
- Latex Paint
  - Check the PaintCare report. Will this flow into ReTrac in the future?
- Concrete
  - Do you have a way to differentiate and quantify the concrete from small do-it-yourself jobs versus the highway projects?



	A	S	T	U	V	W	X	Y	Z	AA	AB	AC	AD	AE	AF	AG	AH	AI	AJ	AK	AL	AM	AN	AO	AP	AQ	
1	metals - blue to Azcon, green to Bayside	<b>Glass</b>	<b>Plastics</b>				<b>Miscellaneous</b>										<b>Miscellaneous</b>			<b>Organic Waste</b>							
2		food-bev. containers	PET (SPI Code 1)	HDPE (SPI Code 2)	mixed plastics	film plastics	other resins	vehicle batteries	major appliance	used oil	antifreeze	waste tires	used oil filters	fluorescent lamps	consumer electronics	textiles	concrete	other misc.	household batteries	food waste	food to people	wood waste	yard waste	latex	HHW	TOTALS	
3	Company	Bayside																									
4	OSI																										
5	Demolicious																										1,182.78
6	Normandy	Bayside																									384.94
7	Dick's Sporting Goods																										4.76
8	Gander Outdoors/CWI																										9.23
9	Saratoga Liquor																										3.36
10	Essentia Health																										95.61
11	St. Luke's																										47.57
12	Michael's																										4.90
13	Ziegler																										45.42
14	Northern Tool																										8.03
15	HOM Furniture																										219.57
16	Interstate Batteries																										35.41
17	Batteries Plus																										34.42
18	Call 2 Recycle (3 sites + WLSDD)																										0.38
19	Kohl's																										50.00
20	A&B Garbage	Bayside																									6.20
21	A-1 (60% is WLSDD)																										185.73
22	North Shore Sanitary																										43.94
23	Hartel's																										14,769.05
24	Heikes																										0.54
25	O'Reilly's Auto Parts (1525, 1543, 3290)																										36.00
26	Pro Print																										2,266.06
27	Goodwill Industries																										500.04
28	Savers																										408.89
29	DAV																										26.00
30	Freecycle/Craig's List/Goodwill/savers																										150.00
31	Shred-n-Go (bought Rip 2 Shredz)																										665.00
32	Shred It - Duluth (owned by Stericycle)																										-
33	Shred Right (used to be Document Destruction)																										-
34	Slumberland																										12.00
35	Azcon Corp.																										2,789.44
36	Simko Duluth (Bayside Recycling)																										1,813.88
37	Simko Superior																										145.00
38	TLK Industries																										145.00
39	UMD																										98.75
40	VONCO/VEIT																										108.30
41	Walgreens																										35.96
42	Waste Management Hauling Co.																										7,141.47
43	Added back from single stream																										10,771.85
44	Added back from commingled rigids																										1,366.01
45	Engwall's																										0.20
46	Amity Creek Landscaping																										7.41
47	WLSDD MRC																										2,236.18
48	WLSDD Sheds																										380.98
49	Paint Care - WLSDD area																										13.67
50	WLSDD YW/Transfer/HHW																										1,070.46
51		tons	tons	tons	tons	tons	tons	tons	tons	tons	tons	tons	tons	tons	tons	tons	tons	tons	tons	tons	tons	tons	tons	tons	tons	tons	#####
52	TOTALS	4,243.77	305.59	149.37	852.41	162.80	32.83	272.11	733.11	447.88	50.50	413.69	89.15	33.74	348.26	775.07	177.60	494.96	8.93	1,907.36	783.81	1,693.08	709.00	116.41	63.29	#####	
53																											
54		8,718.57	4,243.77		156.50			1,503.01		358.82	41.80	164.69															44,964.48
55	use 12%																										
56																											
57																											
58																											



# Recyclables, Reusables

- Reusables
  - WLSSD tracks reusables from
    - HHW Product Reuse Center
    - MRC Reuse Area (Materials Recovery Center)
- Any ideas on what other reuse data WLSSD can capture to improve the reusables portion of the SCORE report?
- How do you figure out weights?





Questions?  
Suggestions to share?  
Tips that work for you?

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