

INTRADEPARTMENTAL MEMORANDUM

FILE: Waste Management of ND Inc - Minot Transfer Station (0015)

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Division of Waste Management *CRH*

THROUGH: Diana A. Trussell, Manager
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SUBJECT: Permit Application Review

DATE: October 14, 2026

Introduction

The North Dakota Department of Environmental Quality (Department) received a permit application for a renewal of the Waste Management of North Dakota, Inc. (Waste Management) – Minot Transfer Station.

Waste Management currently owns and operates the transfer station, regulated under Permit 0015, located in the NW1/4 of Section 26, Township 155 North, Range 83 West in Ward County. Waste Management is proposing to renew their permit to allow the transferring of municipal solid waste (MSW). The facility was first permitted in 1993.

The facility was first permitted on January 13, 1993, to Hjalmer Carlson, Jr. as the HCS Sanitation Inc. transfer station site in Minot. The facility was sold to United Waste Services in 1996 and then subsequently sold to USA Waste Services in 1997. On December 31, 1998, Waste Management began operating the WM-Minot Transfer Station as the result of a merger between Waste Management and HCS Sanitation, Inc.

Design

Construction of the transfer station took place in 1993 and has remained mostly unaltered. The transfer station is a metal-clad enclosed building with steel roof joists, roll-up driveway door and a concrete floor. Two stationary compactors are installed at ground level that can be loaded with waste with a skid steer loader. Three separate buildings are in the north and southeast corner of the site including the 150 foot by 60 foot main shop building used for office space and truck maintenance, a 49 foot by 49 foot welding and paint shop, and the 72 foot by 30 foot transfer station building. The remainder of the site is a gravel area used for storage of roll-off

containers and various commercial dumpsters. The facility sign is posted on the outside west wall of the transfer station building.

Operation

The facility has not been used for waste drop-off/compacting for several years. The permit application noted:

“As indicated in the 2023 and 2024 Annual Reports, zero waste has been recently accepted at Minot Transfer Station. In the event waste were to be accepted and tipped, generators served by this facility could include industries, businesses, municipalities, and residents.”

Prior to that, the facility accepted only MSW waste. MSW wastes are compacted into roll-off containers. Waste transport vehicles unload MSW waste near one of the floor openings. Each load is inspected as it is off-loaded and pushed into one of the floor openings. The waste is compacted within the chamber of the compactor or pre-crusher and is pushed into the attached roll-off container. The floor is cleaned as necessary. When the roll-off containers are full of compacted MSW waste, it is then hauled to the WM – McDaniel Landfill (Permit 0326). Various waste handling procedures are detailed in their Plan of Operations if the facility chooses to accept wastes and recyclable materials. Major appliances will be temporarily stored for later recycling. Tires and inert wastes will be temporarily stored and later transferred to an approved waste site.

The permit application includes a plan of operation that was updated to reflect the current name of the Department, regulatory references, and site contacts. The *“Leachate Removal System Operation and Maintenance Procedures”* section was updated in the plan of operations to reflect that the site does not require a leachate removal system and has not historically generated leachate. The plan includes the following sections:

- Waste acceptance and handling procedures
- Inspections and monitoring plan
- Contingency plan
- Safety Procedures
- Partial Closure Procedures
- Industrial/Special Waste Management Procedures
- Record keeping and reporting
- Transfer station, processing systems and drop box facilities design and operation

Closure

Upon closure of the facility, all waste materials will be removed and disposed of at a permitted facility.

Compliance History

The following items of noncompliance have been noted since 2021.

- Damage to the transfer station door and window which allowed entrance of vectors into the building.

The above items of noncompliance have been appropriately addressed by the facility, and no formal notices of violations have been issued to the facility.

Solid Waste Management Rules (NDAC Article 33.1-20)

NDAC Section 33.1-20-02.1-05. Record of notice.

A record of notice is not required for transfer stations.

NDAC Section 33.1-20-02.1-06. Property rights.

The permit application included documentation showing Waste Management owns the property. This includes a *Surveyor's Certificate* and *Certificate of Merger of Domestic and Foreign Corporations into Waste Management of North Dakota*. The Surveyor's Certificate shows the legal description and maps for HCS Sanitation. The Certificate of Merger shows that Waste Management is the owner of HCS sanitation.

NDAC Section 33.1-20-03.1-01. Preapplication procedures.

A preapplication is not required for transfer stations.

NDAC Section 33.1-20-03.1-02. Permit application procedures.

NDAC Subsections 33.1-20-03.1-02(1) – (3)

A permit application and supporting documents were submitted to the Department.

NDAC Subsection 33.1-20-03.1-02(4)

A public notice by the facility is not required for a permit renewal and no major modifications are being proposed.

NDAC Subsection 33.1-20-03.1-02(5)

Notification to the North Dakota Public Service Commission is not required as the facility is not proposing to dispose of coal processing wastes in a mining permit area.

NDAC Subsection 33.1-20-03.1-02(6)

Applications for a solid waste management unit or facility permit must include the following information where applicable:

a. A completed application form, subsection 1;

A permit application and supporting documents were submitted to the Department.

b. A description of the anticipated physical and chemical characteristics, estimated amounts, and sources of solid waste to be accepted, including the demonstration required by North Dakota Century Code section 23.1-08-14;

Waste is not currently being accepted at the facility. Previously, the facility accepted MSW. The plan of operations includes waste acceptance procedures for various other recyclable and inert materials but has historically only accepted MSW. MSW would be compacted and transferred to the WM – McDaniel Landfill (Permit 0326) for disposal. The waste would come from surrounding communities and businesses.

c. The site characterization of section 33.1-20-13-01 and a demonstration that the site fulfills the location standards of section 33.1-20-04.1-01;

The requirements of this section are not applicable as the facility is a transfer station and is not proposing any disposal activities.

d. Soil survey and segregation of suitable plant growth material;

The requirements of this section are not applicable as the facility is a transfer station and is not proposing any disposal activities.

e. Demonstrations of capability to fulfill the general facility standards of section 33.1-20-04.1-02;

The permit application includes a plan of operation that was updated to reflect the current name of the Department, regulatory references, and site contacts. The “Leachate Removal System Operation and Maintenance Procedures” section was updated in the plan of operations to reflect that the site does not require a leachate removal system and has not historically generated leachate. The plan of operation fulfills the requirements of this section. The plan includes the following sections:

- Waste Acceptance and Handling Procedures
- Inspections and Monitoring Plan
- Contingency Plan
- Safety Procedures
- Partial Closure Procedures
- Industrial/Special Waste Management Procedures
- Record Keeping and Reporting
- Transfer Station, Processing Systems and Drop Box Facilities Design and Operation

f. Facility engineering specifications adequate to demonstrate the capability to fulfill performance, design, and construction criteria provided by this article and enumerated in this subdivision;

1. Transfer stations and drop box facilities, section 33.1-20-04.1-06.

The facility has not been used for waste drop-off/compacting for several years. The permit application noted:

“As indicated in the 2023 and 2024 Annual Reports, zero waste has been recently accepted at Minot Transfer Station. In the event waster were to be accepted and tipped, generators served by this facility could include industries, businesses, municipalities, and residents.”

Prior to that, the facility accepted only MSW waste. MSW wastes are compacted into roll-off containers. Waste transport vehicles unload MSW waste near one of the floor openings. Each load is inspected as it is off-loaded and pushed into one of the floor openings. The waste is compacted within the chamber of the compactor or pre-crusher and is pushed into the attached roll-off container. The floor is cleaned as necessary. When the roll-off containers are full of compacted MSW waste, it is then hauled to the WM – McDaniel Landfill (Permit 0326). Various waste handling procedures are detailed in their Plan of Operations if the facility chooses to accept wastes and recyclable materials. Major appliances will be temporarily stored for later recycling. Tires and inert wastes will be temporarily stored and later transferred to an approved waste site.

The permit application includes a plan of operation that was updated to reflect the current name of the Department, regulatory references, and site contacts. The *“Leachate Removal System Operation and Maintenance Procedures”* section was updated in the plan of operations to reflect that the site does not require a leachate removal system and has not historically generated leachate. The plan includes the following sections:

- Waste acceptance and handling procedures
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2. Waste piles, section 33.1-20-04.1-07.

The requirements of this section are not applicable as the facility is not proposing to manage any waste piles.

3. Resource recovery, section 33.1-20-04.1-08.

The requirements of this section are not applicable as the facility is not proposing any resource recovery activities.

4. Land treatment, section 33.1-20-04.1-09 and chapter 33.1-20-09.

The requirements of this section are not applicable as the facility is not proposing a land treatment facility.

5. Non-CCR surface impoundments, section 33.1-20-04.1-09 and chapter 33.1-20-08.1.

The requirements of this section are not applicable as the facility is not proposing any surface impoundments.

6. Any disposal, section 33.1-20-04.1-09.

The requirements of this section are not applicable as the facility is not proposing any disposal activities.

7. Inert waste landfill, chapter 33.1-20-05.1.

The requirements of this section are not applicable as the facility is not proposing an inert waste landfill.

8. Municipal waste landfill, chapter 33.1-20-06.1.

The requirements of this section are not applicable as the facility is not proposing a municipal waste landfill.

9. Industrial waste landfill, chapters 33.1-20-07.1 or 33.1-20-10.

The requirements of this section are not applicable as the facility is not proposing an industrial waste landfill.

10. TENORM waste landfill, chapters 33.1-20-07.1 or 33.1-20-10 and 33.1-20-11

The requirements of this section are not applicable as the facility is not proposing a TENORM waste landfill.

11. Special waste landfill, chapter 33.1-20-07.1;

The requirements of this section are not applicable as the facility is not proposing a special waste landfill.

12. CCR unit, chapter 33.1-20-08;

The requirements of this section are not applicable as the facility is not proposing a CCR unit.

13. Municipal solid waste ash landfills, chapter 33.1-20-10;

The requirements of this section are not applicable as the facility is not proposing a municipal solid waste ash landfill.

14. Regulated infectious waste unit, chapter 33.1-20-12;

The requirements of this section are not applicable as the facility is not proposing a regulated infectious waste unit.

g. The plan of operation of section 33.1-20-04.1-03;

The permit application includes a plan of operation that was updated to reflect the current name of the Department, regulatory references, and site contacts. The “Leachate Removal System Operation and Maintenance Procedures” section was updated in the plan of operations to reflect that the site does not require a leachate

removal system and has not historically generated leachate. The plan of operation meets the requirements of this section. The plan includes the following sections:

- Waste Acceptance and Handling Procedures
- Inspections and Monitoring Plan
- Contingency Plan
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- Partial Closure Procedures
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h. Demonstration of the treatment technology of section 33.1-20-01.1-12;

The requirements of this section are not applicable as the facility is not proposing to treat waste.

i. The place where the operating record is or will be kept, section 33.1-20-04.1-04;

The operating record is maintained in the office of the main shop building at the facility.

j. Demonstration of capability to fulfill the groundwater monitoring, sections 33.1-20-08-06 or 33.1-20-13-02;

The requirements of this section are not applicable as the facility is a transfer station and groundwater monitoring is not required.

k. Construction quality assurance and quality control;

The requirements of this section are not applicable as the facility is a transfer station and is not proposing any disposal activities or construction.

l. Demonstrations of capability to fulfill the closure standards, section 33.1-20-1-04.1-05 and otherwise provided by this article;

Upon closure of the facility, all recyclable materials and any other waste material will be removed and disposed of at a permitted facility.

m. Demonstrations of capability to fulfill the postclosure standards, section 33.1-20-04.1-09 and otherwise provided by this article; and

The requirements of this section are not applicable as the facility is a transfer station and postclosure care is not required.

n. A disclosure statement as required by North Dakota Century Code section 23.1-08-17.

A disclosure statement that meets the requirements of this section was included with the permit application on January 20, 2025.

Specific Conditions

It is recommended that a specific condition be added to the permit requiring the facility to notify the Department 30 days prior to using the facility again due to the current inactive status.

- G.1.** At least thirty (30) days prior to starting operations, the Permittee shall notify the Department, in writing, that the facility will be in active operations.

Conclusion

Based on the submitted application and items discussed above, the Waste Management of North Dakota, Inc. has shown that the renewal meets the requirements of the North Dakota Solid Waste Management Rules. It is proposed that the Department grant Waste Management of North Dakota, Inc. a permit with the conditions listed in Permit 0015. The proposed permit length is for a period of 5 years because the facility is currently inactive and there are no specific plans to have an active operation going at this time.

CRH:DAT:DAG