



Algonquin Power Co.  
354 Davis Road  
Oakville, Ontario, L6J 2X1  
Tel: 905-465-4500 / Fax: 905-465-4514  
[www.algonquinpowercompany.com](http://www.algonquinpowercompany.com)

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July 12, 2016

VIA ELECTRONIC FILING

Daniel P. Wolf  
Executive Secretary  
Minnesota Public Utilities Commission  
121 Seventh Place East, Suite 350  
St. Paul, MN 55101

Re: Compliance Filing  
Odell Wind Farm, LLC  
Docket No. IP-6914/WS-13-843

Dear Mr. Wolf:

Odell Wind Farm, LLC submits to the Minnesota Public Utilities Commission (“Commission”) this compliance filing in the above referenced matter. This filing is being made pursuant to Section 5.7 of the Large Wind Energy Conversion System Site Permit for Odell Wind Farm, LLC. The required pre-operation meeting summary has been prepared and submitted to the Commission documenting the topics reviewed and discussed as well as a list of attendees.

We have served a copy of the filing to the required parties on the service list.

If you have any questions or concerns, please contact me at [Riley.Griffin@AlgonquinPower.com](mailto:Riley.Griffin@AlgonquinPower.com) or (905) 465 6714.

Regards,

Riley Griffin  
Environmental Planner  
Algonquin Power Co. (On behalf of Odell Wind Farm, LLC)  
354 Davis Road, Suite 100, Oakville, ON L6J 2X1



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## PERMIT COMPLIANCE FILING

**Permittee:** Odell Wind Farm, LLC  
**Permit Type:** LWECS Site Permit  
**Project Location:** Cottonwood, Jackson, Martin and Watonwan Counties, MN  
**Docket Number:** IP-6914/WS-13-843  
**Permit Section:** Site Permit Condition 5.7 – Pre-Operation Compliance Meeting  
**Date of Submission:** July 12, 2016

Odell Wind Farm, LLC respectfully submits this filing in compliance with Section 5.7 of the Site Permit for the Odell Wind Farm:

“At least 14 days prior to commercial operation, the Permittee shall conduct a pre-operation compliance meeting with the Department of Commerce Environmental Review Manager and Commission Staff to coordinate field monitoring of operation activities. The Permittee shall file with the Commission within fourteen (14) days following the pre-operation meeting a summary of the topics reviewed and discussed and a list of attendees. The Permittee shall indicate in the filing the project’s date of commercial operation.”

Date of commercial operation is anticipated to be July 30, 2016.

The Permittee’s representative and contact information is:

Attn: Riley Griffin, Environmental Planner  
Odell Wind Farm, LLC  
354 David Road  
Oakville, ON, Canada L6J 2X1  
Tel: (905) 465-6741  
Email: [Riley.Griffin@algonquinpower.com](mailto:Riley.Griffin@algonquinpower.com)



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**June 29, 2016**

**Time: 10 AM – 12 PM**

**Location: Windom Community Centre**  
1750 Cottonwood Lake Drive, Windom, MN, 56101

**Pre-Operation Meeting Agenda**

**Odell Wind Farm**  
**PUC Docket No. IP-6914/WS-13-843**

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Agenda:

- 1) Welcome / Introductions
- 2) Identification of the Odell Wind Farm, LLC Operations Team
- 3) Site Restoration and Stabilization Update
- 4) Discussion of Emergency Response Plan
- 5) Discussion of the Decommissioning Plan
- 6) Complaints Reporting Procedure
- 7) Discussion of Post Construction Monitoring Plans
  - Bird and Bat Monitoring Plan
  - Noise Protocol
- 8) County / Public Roads Update
- 9) As Built Drawings to be Submitted
- 10) Any Other Business

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Pre-Operations Compliance Meeting Minutes  
Windom Community Centre, Windom, Minnesota  
June 29, 2016 from 10AM – 12 PM

1) Welcome / Introduction of meeting participants

Odell Wind Farm, LLC Construction Representatives:

- Chris Edwards – Algonquin Power / Odell Wind Farm Construction Manager
- Riley Griffin – Algonquin Power / Odell Wind Farm Environmental Planner
- David Cheung Atkinson – Algonquin Power / Odell Wind Farm – Project Manager

Odell Wind Farm, LLC Operations Representatives

- April Meyer – Algonquin Power / Odell Wind Farm Sr. Business Manager
- Leslie Greener – Algonquin Power / Odell Wind Farm Sr. Environmental Manager
- Cindy Falls – Algonquin Power / Odell Wind Farm Area Manager – Wind

Department of Commerce Environmental Review Manager:

- Rich Davis – Department of Commerce, Environmental Review Manager

2) Identification of the Odell Wind Farm, LLC Operations Team

- Matthew Perry (absent) was identified as the Site Manager
  - [Matthew.Perry@AlgonquinPower.com](mailto:Matthew.Perry@AlgonquinPower.com)
  - Cell: 712 422 0784
  - 56866 County Road 17, Mountain Lake, MN 56159
- April Meyer, Cindy Falls and Leslie Greener were identified as the Operations team.

3) Site Restoration and Stabilization Update

- Chris Edwards noted:
  - Major project infrastructure has been installed with exception to one set of blades that will be installed within 24 hours.
  - 40 turbines are currently operational.

- 5 of 9 electrical collector circuits have been energized; remaining circuits are planned to be energized within a week.
- Contractor is still in the process of reclaiming sites. Restoration and stabilization, at the latest, will be completed by July 31<sup>st</sup>. NPDES inspections will continue until 70% stabilization, as per permit requirements.

#### 4) Discussion of Emergency Response Plan

- Leslie Greener noted:
  - The plan is current, however, it will be amended upon Commercial Operation. Leslie stated that the updated plan will be uploaded to the EDocket once updated.
- Rich Davis noted:
  - The Spill Prevention, Control and Countermeasure Plan should be referenced in the Emergency Response Plan and preference is to not upload it to the EDocket as it is a federal requirement.
  - The updated Emergency Response Plan should include the title of the document in the file name when uploaded to the EDocket.
- The Emergency Response Plan was updated and re-filed on June 16, 2016

#### 5) Discussion of the Decommissioning Plan

- April Meyer noted:
  - Any updates to the Decommissioning Plan will be for quantities and cost.
- Rich Davis noted:
  - Updates to the Decommissioning Plan are required every 2.5 years and the initial update is based on the Commercial Operations Date.
- The Decommissioning Plan was submitted February 1, 2016.

#### 6) Complaints Reporting Procedure

- Riley Griffin noted:

- The operations complaints procedure will follow the same format as the construction complaints format. A form and tracker will be completed and uploaded on the 15<sup>th</sup> of each month.
- Rich Davis confirmed that all complaints are required to be uploaded on the 15<sup>th</sup> of each month throughout project operation. A cover letter is required with the submission.
  - Rich also noted that if Odell Wind Farm, LLC would like to file the complaints report on a quarterly basis, to align with other post construction reporting requirements, an amendment to the Site Permit could be pursued by Odell.

#### 7) Discussion of Post Construction Monitoring Plans

- Bird and Bat Monitoring Plan: Leslie Greener noted:
  - West Inc. has been retained to develop the Monitoring Plan and complete the field work as stated in the plan.
  - 15 plot protocol has been selected and will commence during the fall.
  - Wildlife Awareness training completed on June 29<sup>th</sup>, 2016 in preparation for Commercial Operations.
- The Department of Commerce has no further questions or comments on the Monitoring Plan.
- Noise Protocol: Riley Griffin noted:
  - Tetra Tech Inc. has been retained to develop and implement the Noise Monitoring Protocol.
  - The Noise Monitoring Protocol was submitted on April 18, 2016
- Rich noted that the timeframe for completing the post construction noise monitoring and report submission is 18 months from the Commercial Operations Date. Due to Commercial Operations likely being achieved at the end of July, monitoring should be completed in 2017.

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- The Department of Commerce has no further questions or comments on the Protocol.

#### 8) County / Public Roads Update

- Chris Edwards provided an update on the status of County / Public Roads:
  - The County engineer has been on site, or discussed with Chris, on a weekly basis. No significant concerns at this time.
  - There is an onsite meeting (June 30<sup>th</sup>) to develop a punch list and close out process between the County and the Project.
  - The County has begun re-installing the crown on the roads.
  - 911 addresses will be installed shortly and will be completed prior to July 31<sup>st</sup>.

#### 9) As Built Drawings to be Submitted

- Riley Griffin noted:
  - Civil and collector line as built drawings to be submitted within 60 days of Commercial Operations, as per Section 8.1 of the Site Permit.
  - Woad Hill, Odell Substation and the Transmission Line as built drawings have been previously submitted to the EDocket.
  - Odell Wind Farm, LLC will provide a preliminary list of as built files to the Department of Commerce. The Department of Commerce will comment as to whether the list is acceptable and if not comments will be provided.
- Rich Davis noted:
  - Files uploaded to the EDocket should be 10mb or less.

#### 10) Any Other Business

- No other concerns or comments were noted.

