

**Official Proceedings of the
Northeast Michigan Materials Management Authority (NMMMA)
October 26, 2023- 9:30 a.m.**

The Northeast Michigan Materials Management Authority (NMMMA) met in Regular session on Thursday, October 26, 2023 at 9:30 a.m. at the Charter Township of Alpena, 4385 US-23 N., Alpena, MI 49707.

Members Present:	Ken Lobert	Ossineke Township
	Cindy Johnson	City of Alpena
	Rachel Smolinski	City of Alpena
	Laura Ellery-Somers	Charter Township of Alpena
	Nathan Skibbe	Charter Township of Alpena
	Burt Francisco	County of Alpena
	Mary Catherine Hannah	County of Alpena
	Eric Smith	Green Township
	Mary Sue Thomson	Long Rapids Township
	Lenore Kasubowski	Maple Ridge Township
	Mary Eaton	Sanborn Township
	Ron Lucas	Wellington Township
	Don Gilmet	Wilson Township

Members Absent: None

Others Present:	Stan Mischley	ARRF
	Brad Mousseau	ARRF
	Mallory Miller	HOLCIM

Others(s) via Zoom:	Annie White	RRS
	JD Lindeberg	RRS
	True North Radio Network	

Chair Lobert called the meeting to order at 9:30 a.m. followed by the Pledge of Allegiance.

ROLL CALL

Roll call was taken; the following Board members were present: Chair Lobert, Vice-Chair Johnson, Treasurer Smolinski, Secretary Ellery-Somers, Member Hannah, Member Francisco, Member Skibbe, Member Smith, Member Thomson, Member Kasubowski, Member Eaton, Member Lucas and Member Gilmet. Absent: none

ADOPTION OF AGENDA

Moved by Vice-Chair Johnson and supported by Member Smith to approve the agenda as presented. Motion carried by unanimous voice vote.

PUBLIC COMMENT

None.

MINUTES-CONSENT CALENDAR

Moved by Member Hannah and supported by Treasurer Smolinski to approve the September 28, 2023 minutes as presented. Motion carried by unanimous voice vote.

RRS-RESOURCE RECYCLING SYSTEMS UPDATE

RRS President JD Lindeberg and Senior Consultant Annie White provided an update.

Interim operations

Manager Mischley provided proposals for staffing adjustments to RRS. Kerry Sandford, RRS staff visited the facility and proposed some recommendations. Efficiency upgrades that are not dramatic will offer some benefits to the operation and have less pressure on the team. An adjustment to the dividers at the bins will offer a better match at the drop off stations and how they are sorted at the facility.

Mr. Sandford suggested some potential changes to operations and cash flow for the authority by securing a successful line of credit to bridge the gap during our slow time. There is sufficient cash to get us through and we can make any necessary adjustments if needed.

We have the option of transferring a portion of the materials we receive to Emmet County. We know the cost to do so. If needed to transfer materials, we would most likely focus on bottles and cans.

The focus is to keep the team together at the current facility which has some advantages. Mr. Mischley is working on revising some of the shift operations with the team. The efforts are beneficial and will provide some savings. The biggest benefit is to keep money within Alpena County. We are paying our employees to perform by doing good work. The benefit is to keep a trained work force as we move forward in the recycling processes.

There is additional work to be done. We need to keep seeking funding options so we can continue working for RRS to help us move forward. There are some funding availability options coming next month. The transfer station will need employees as well as the new MRF.

RRS will provide a written report that will include recommendations, options and will send follow up material to the board. The report will be emailed to the board prior to the next meeting by Secretary Somers.

New Facility, Capital Acquisition, Permitting

RRS Senior Consultant Annie White provided an update on the progress on the new facility. They are working on wrapping up the financing. We have made great progress and are in pretty good shape. The Huron Engineering survey and site plan are complete and are in the process of getting application ready for permitting to be submitted and reviewed in November. They are working on the procurement for the site construction. They are working on getting information ready for Wilson Township Planning Commission's approval. Member Gilmet does not anticipate any hiccups in this process. The board will be getting an update on Closed Loop funding soon. The necessary documents are being submitted to upgrade the water supply for the new MRF.

Member Hannah provided an update on MMP-Materials Management Planning. All counties are responsible for doing MMP planning. This is the old Solid Waste Materials Management Plan. She is still waiting for a letter from EGLE stating that the planning process has started. The County will have 90 days to plan once they receive the letter to submit their notice that they intend to plan. If the County doesn't plan, the state will provide a plan. If the County doesn't do a plan, then one of the jurisdictions could do it. There are new requirements that have been put in place by the state. The County would like to do a regional plan that would include Montmorency, Oscoda and Alpena Counties. The County will request proposals from NEMCOG and RRS to work on the 3-year planning process. NEMCOG is required to be on the MMP board. County Administrator Hannah will be meeting with both Montmorency County Board and the Oscoda County Board in the near future. Each jurisdiction does their own plan, but there is coordination with regards to all of their goals.

Member Smith asked if we become the recycling component for these counties is the strategy to get a tipping fee to reimburse or fund us and the answer was yes.

JD Lindeberg stated that tipping fees, other partnership activities and/or a household surcharge is a critical part of financing the facility. We could use the planning process to hash these things out. We can expect the planning process to take 3 years. From his perspective, the planning, negotiations and evaluations will happen early in the process.

JD Lindeberg took a strong look at the Capital Budget and is working to refine numbers. The capital budget does not include the additional truck purchase.

HOLCIM ALPENA UPDATE

Mallory Miller provided an update from HOLCIM. Ms. Miller and Member Smolinski met recently to discuss glass recycling. Ms. Miller stated that it will most likely end up being a joint partnership between NMMMA, HOLCIM and Silver Streak.

HOLCIM has a trailer that has a 14,000 capacity but is not road approved. Ms. Miller is working on getting Silver Streak approved through HOLCIM's safety system to be able to be onsite. A suggestion is to have Silver Streak haul glass from Northern Lights Arena to a drop off point near HOLCIM property. NMMMA is not in a position right now to haul, due to trucking issues, for at least a couple of years we would need to look into a sub-contractor to haul. Ms. Miller stated that the goal is to have the bins for glass by Clean Up Day in May 2024. She also stated that she will get specs for a trailer to determine the design. Discussion was held to have HOLCIM drop a trailer off at the recycling facility for tire collection.

FACILITY UPDATE

Facility Manager Stan Mischley gave an update and proposal on staffing hours. The electronics grant was only good for the collection day in June, but Mr. Mischley contacted Steve Noble to ask if the grant could be modified so we can use it all year long. The container report is down a little due to the baler being down. Cardboard. Paper and plastic prices are going up.

Assistant Manager Brad Mousseau gave a status update on the MI Works Grant. He has most of his paperwork complete and will send to MI Works to review. He reported that since we are down two people and he is concerned that since he will be gone, we will be short staffed. Mr. Mousseau may have found a truck driver. He will follow up with her and get back with us. We currently pay truck driver John Nye \$35.00 as a contractor. Discussion was held on how much we need a truck driver. Treasurer Smolinski suggested moving forward to get Mr. Mousseau in the class to get him certified. Manager Mischley stated that it is currently a slow time right now, and he look to things picking up near Christmas. Assistant Manager Mousseau brought up a different idea on baling, but we have a power issue. This will be looked into further between RRS, Stan and Brad. Manager Mischley suggested instead of having 3 slots to go down to one slot in the bins. In theory we would have less trips to pick up. Vice-President asked who monitors the bins to see what has to be emptied each day. Manager Mischley and Assistant Manager Mousseau drive around each day to determine a schedule for the day. The rural townships get done once a week and in the winter season they get emptied every few weeks.

FINANCIAL REPORTS

Treasurer Smolinski presented the September 2023 Financial Reports and payment of bills. She moved forward with the line of credit. The initial draw as \$17,000.00 and as

more money is needed it will be determined by her and our bookkeeper. Once we get the surcharge, we should be able to pay it back. Each month we have a better idea of our operations. A budget will be worked on next month. The general operations on the financials staffing and transportation are our highest cost drivers. Treasurer Smolinski reported that we broke even on clean-up day and electronics day. The fundraising was solvent for both events. The fee schedule will be reviewed and revised accordingly during the budget process.

Moved by Member Skibbe and supported by Member Gilmet to receive and file the 2023 September financial reports and to approve the payment of bills that include the RRS invoice for monthly labor billings in the amount of \$14,489.75 and the Huron Engineering & Surveying Inc. invoice in the amount of \$7,125.00 as presented. Roll call vote was taken: AYES: Chair Lobert, Vice-Chair Johnson, Treasurer Smolinski, Secretary Ellery-Somers, Member Skibbe, Member Francisco, Member Hannah, Member Smith, Member Thomson, Member Kasubowski, Member Eaton, Member Lucas and Member Gilmet. NAYS: None Absent: None. Motion carried unanimously.

HOOK LIFT TRUCK Proposal Review

Member Gilmet presented the proposals we received for a Hook Lift Truck. The biggest difference is the horse power between the two options.

Option 1: \$231,701.24	350 hp	Option 2: \$253,013.55	450hp
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Optional items are not included in either price.

The purchase of a truck was approved in the amendment to the EGLE Infrastructure Grant in the amount of \$255,000.00, which has an 80% (reimbursement) 20% split. We can use funds from the MRF account to cover the 20%. We have funds in the MRF account to cover the down payment. We can anticipate a 12-18-month lead time for the truck.

Moved by Member Gilmet and supported by Member Skibbe to approve the proposal from MTECH for a Hook Lift Truck as presented. Roll call vote was taken: AYES: Chair Lobert, Vice-Chair Johnson, Treasurer Smolinski, Secretary Ellery-Somers, Member Skibbe, Member Francisco, Member Hannah, Member Smith, Member Thomson, Member Kasubowski, Member Eaton, Member Lucas and Member Gilmet. NAYS: None Absent: None. Motion carried unanimously.

COUNTY ALLOCATION FOR MRF

Member Hannah suggested that the NMMMA board send a letter to Alpena County requesting the remaining \$350,000.00 allocation. Moved by Treasurer Smolinski and supported by Vice-Chair Johnson to request from the County the additional \$350,000.00 set aside for the MRF. Roll call vote was taken: AYES: Chair Lobert, Vice-Chair Johnson, Treasurer Smolinski, Secretary Ellery-Somers, Member Skibbe, Member Francisco, Member Hannah, Member Smith, Member Thomson, Member Kasubowski, Member Eaton, Member Lucas and Member Gilmet. NAYS: None Absent: None. Motion carried unanimously.

NEW SIGN FOR NMMMA ENTRANCE ON M-32

Discussion was held regarding a new sign for the transfer station/recycling facility entrance on M-32. Vice-President Johnson and Secretary Ellery-Somers will do research and check out options to bring back to the board.

Suggestions for the sign:

- 1) to have Recycling and Transfer Station on it
- 2) we may need a sign permit
- 3) it will need to be out of the M-32 right of way
- 4) may need to contact MDOT
- 5) get quotes for a wrap or banner
- 6) We will also need to look into a "future" sign for the new facility as well.

UPDATING RECYCLING INFORMATION ON WEBSITES

Discussion was held regarding updating recycling information on websites. Member Hannah informed everyone that the recycling information is on the County's website. The county has a page on their website. Member Hannah will send any updates to the County IT department to get it updated. Treasurer Smolinski stated that we transition to alpenarecycles.org is what we want to start using. We have an info@alpenarecycles.org, bookkeeper@recycles.org, manager@alpenarecycles.org and treasurer@alpenarecycles.org.

No one is using these emails yet. We need to start making the transition. Member Hannah will send the updated information to all of the municipalities. The new fee schedule will go into effect on January 1, 2024. We will need to disable the link to the NEMCOG "recycling" site once we are good to go.

Member Skibbe asked about the recycling of mercury. We do take it, but it is costly. He suggested about offering a degraded cost. He has had several requests for this recently.

FUNDRAISING UPDATE

- a) General Operations, Member Skibbe has been in contact with ITC, PIEG and Alpena Power. Treasurer Smolinski has been in contact with DTE. Vice-Chair Johnson is looking into grants from Meijer and Walmart. Member Skibbe and Treasurer Smolinski will work together to develop value propositions annually and multi-year.
- b) Events
- c) MRF
- d) Sponsorships

TASK LIST AND ASSIGNMENTS

None.

MEMBER UPDATES

Treasurer Smolinski presented information for technical assistance with Centropolis. RRS is in the loop on this and also Nextcycle. capital security for the new MRF, landfill surcharge and planning for the future curb side recycling. There is a little more than \$5,000 available per community. This would be paid to whoever we choose to work with, such as RRS. More information to come in the future.

Manager Mischley asked about putting an educational newsletter in with the winter taxes, but unfortunately the deadline has passed. We can look at doing this in the summer possibly.

ADJOURNMENT

Moved by Member Skibbe and supported by Member Eaton to adjourn. Voice Vote, Motion carried unanimously. Meeting adjourned at 11:43 a.m.


Secretary Laura Ellery-Somers


Chair Ken Lobert