



**MATERIALS MANAGEMENT PLANNING PROGRAM GRANT AGREEMENT  
BETWEEN THE  
MICHIGAN DEPARTMENT OF ENVIRONMENT, GREAT LAKES, AND ENERGY  
AND GRATIOT COUNTY**

This Grant Agreement ("Agreement") is made between the Michigan Department of Environment, Great Lakes, and Energy (EGLE), **Materials Management Division** ("State"), and **Gratiot County** ("Grantee").

The purpose of this Agreement is to provide funding in exchange for work to be performed for the project named below. Legislative appropriation of Funds for grant assistance is set forth in **Public Act No. 0022 of 2026**. This Agreement is subject to the terms and conditions specified herein.

**PROJECT INFORMATION:**

Project Name: MMP-Gratiot-Heartland	Project #: PLA-25-068
Amount of grant: \$90,800.50	100% of grant state / 0% of grant federal
	PROJECT TOTAL: \$90,800.50 (grant plus
Start Date (executed by EGLE):	match) End Date: 12/7/2026

**GRANTEE CONTACT INFORMATION:**

Name/Title: Sheila Barnaby/Deputy County Administrator

Organization: Gratiot County

Address: 214 E. Center St.

City, State, ZIP: Ithaca, MI 48847

Phone Number: 989-875-5239

Fax Number: NA

E-Mail Address: [sbarnaby@gratiotmi.com](mailto:sbarnaby@gratiotmi.com)

Federal ID Number (Required for Federal Funding): NA

Grantee DUNs/UEI Number (Required for Federal Funding): NA

SIGMA Vendor Number: CV0047999

**STATE'S CONTACT INFORMATION:**

Name/Title: Christina Miller/Materials Management Planning Analyst

Division/Bureau/Office: Materials Management Division (MMD)

Address: 525 W. Allegan

City, State, ZIP: Lansing, MI 48909

Phone Number: 517-614-7426

Fax Number: N/A

E-Mail Address: EGLE-MMP@Michigan.gov

The individuals signing below certify by their signatures that they are authorized to sign this Agreement on behalf of their agencies and that the parties will fulfill the terms of this Agreement, including any attached appendices, as set forth herein.

**FOR THE GRANTEE:**

---

Signature	Name/Title	Date
-----------	------------	------

**FOR THE STATE:**

---

Tracy Kecskemeti, Acting Division Director, MMD		
Signature <i>Jm</i>	Name/Title	Date

## **I. PROJECT SCOPE**

This Agreement and its appendices constitute the entire Agreement between the State and the Grantee and may be modified only by written agreement between the State and the Grantee.

(A) The scope of this project is limited to the activities specified in Appendix A and such activities as are authorized by the State under this Agreement. Any change in project scope requires prior written approval in accordance with Section III, Changes, in this Agreement.

(B) By acceptance of this Agreement, the Grantee commits to complete the project identified in Appendix A within the time period allowed for in this Agreement and in accordance with the terms and conditions of this Agreement.

## **II. AGREEMENT PERIOD**

Upon signature by the State, the Agreement shall be effective from the Start Date until the End Date on page 1. The State shall have no responsibility to provide funding to the Grantee for project work performed except between the Start Date and the End Date specified on page 1. Expenditures made by the Grantee prior to the Start Date or after the End Date of this Agreement are not eligible for payment under this Agreement.

## **III. CHANGES**

Any changes to this Agreement other than budget line-item revisions less than 10% percent of the budget line item shall be requested by the Grantee or the State in writing and implemented only upon approval in writing by the State. The State reserves the right to deny requests for changes to the Agreement or to the appendices. No changes can be implemented without approval by the State.

## **IV. GRANTEE DELIVERABLES AND REPORTING REQUIREMENTS**

The Grantee shall submit deliverables and follow reporting requirements specified in Appendix A of this Agreement.

(A) The Grantee must complete and submit quarterly financial and progress reports according to a form and format prescribed by the State and must include supporting documentation of eligible project expenses. These reports shall be due according to the following:

<b>Reporting Period</b>	<b>Due Date</b>
January 1 – March 31	April 30
April 1 – June 30	July 31
July 1 – September 30	Before October 15*
October 1 – December 31	January 31

\*Due to the State's year-end closing procedures, there will be an accelerated due date for the report covering July 1 – September 30. Advance notification regarding the due date for the quarter ending September 30 will be sent to the Grantee. If the Grantee is unable to submit a report in early October

for the quarter ending September 30, an estimate of expenditures through September 30 must be submitted to allow the State to complete its accounting for that fiscal year.

The forms provided by the State shall be submitted to the State's contact at the address on page 1. All required supporting documentation (invoices, proof of payment, etc.) for expenses must be included with the report.

(B) The Grantee shall provide a final project report in a format prescribed by the State. The Grantee shall submit the final status report, including all supporting documentation for expenses, along with the final project report and any other outstanding products within 30 days from the End Date of the Agreement.

(C) The Grantee must provide electronic copies of all products and deliverables in accordance with Appendix A.

(D) All products shall acknowledge that the project was supported in whole or in part by Materials Management Grant, EGLE, per the guidelines provided by the program.

## **V. GRANTEE RESPONSIBILITIES**

(A) The Grantee agrees to abide by all applicable local, state, and federal laws, rules, ordinances, and regulations in the performance of this grant.

(B) All local, state, and federal permits, if required, are the responsibility of the Grantee. Award of this grant is not a guarantee of permit approval by the State.

(C) The Grantee shall be solely responsible to pay all applicable taxes and fees, if any, that arise from the Grantee's receipt or execution of this grant.

(D) The Grantee is responsible for the professional quality, technical accuracy, timely completion, and coordination of all designs, drawings, specifications, reports, and other services submitted to the State under this Agreement. The Grantee shall, without additional compensation, correct or revise any errors, omissions, or other deficiencies in drawings, designs, specifications, reports, or other services.

(E) The State's approval of drawings, designs, specifications, reports, and incidental work or materials furnished hereunder shall not in any way relieve the Grantee of responsibility for the technical adequacy of the work. The State's review, approval, acceptance, or payment for any of the services shall not be construed as a waiver of any rights under this Agreement or of any cause of action arising out of the performance of this Agreement.

(F) The Grantee acknowledges that it is a crime to knowingly and willingly file false information with the State for the purpose of obtaining this Agreement or any payment under the Agreement, and that any such filing may subject the Grantee, its agents, and/or employees to criminal and civil prosecution and/or termination of the grant.

## **VI. USE OF MATERIAL**

Unless otherwise specified in this Agreement, the Grantee may release information or material developed under this Agreement, provided it is acknowledged that the State funded all or a portion of its development.

The State, and federal awarding agency, if applicable, retains a royalty-free, nonexclusive and irrevocable right to reproduce, publish, and use in whole or in part, and authorize others to do so, any copyrightable material or research data submitted under this grant whether or not the material is copyrighted by the Grantee or another person. The Grantee will only submit materials that the State can use in accordance with this paragraph.

## **VII. ASSIGNABILITY**

The Grantee shall not assign this Agreement or assign or delegate any of its duties or obligations under this Agreement to any other party without the prior written consent of the State. The State does not assume responsibility regarding the contractual relationships between the Grantee and any subcontractor.

## **VIII. SUBCONTRACTS**

The State reserves the right to deny the use of any consultant, contractor, associate, or other personnel to perform any portion of the project. The Grantee is solely responsible for all contractual activities performed under this Agreement. Further, the State will consider the Grantee to be the sole point of contact with regard to contractual matters, including payment of any and all charges resulting from the anticipated Grant. All subcontractors used by the Grantee in performing the project shall be subject to the provisions of this Agreement and shall be qualified to perform the duties required.

## **IX. NON-DISCRIMINATION**

The Grantee shall comply with the Elliott Larsen Civil Rights Act, 1976 PA 453, as amended, MCL 37.2101 *et seq.*, the Persons with Disabilities Civil Rights Act, 1976 PA 220, as amended, MCL 37.1101 *et seq.*, and all other federal, state, and local fair employment practices and equal opportunity laws and covenants that it shall not discriminate against any employee or applicant for employment, to be employed in the performance of this Agreement, with respect to his or her hire, tenure, terms, conditions, or privileges of employment, or any matter directly or indirectly related to employment, because of his or her race, religion, color, national origin, age, sex, height, weight, marital status, or physical or mental disability that is unrelated to the individual's ability to perform the duties of a particular job or position. The Grantee agrees to include in every subcontract entered into for the performance of this Agreement this covenant not to discriminate in employment. A breach of this covenant is a material breach of this Agreement.

## **X. UNFAIR LABOR PRACTICES**

The Grantee shall comply with the Employers Engaging in Unfair Labor Practices Act, 1980 PA 278, as amended, MCL 423.321 *et seq.*

## **XI. LIABILITY**

(A) The Grantee, not the State, is responsible for all liabilities as a result of claims, judgments, or costs arising out of activities to be carried out by the Grantee under this Agreement, if the liability is caused by the Grantee, or any employee or agent of the Grantee acting within the scope of their employment or agency.

(B) Nothing in this Agreement should be construed as a waiver of any governmental immunity by the Grantee, the State, its agencies, or their employees as provided by statute or court decisions.

## **XII. CONFLICT OF INTEREST**

No government employee, or member of the legislative, judicial, or executive branches, or member of the Grantee's Board of Directors, its employees, partner agencies, or their families shall benefit financially from any part of this Agreement.

## **XIII. ANTI-LOBBYING**

If all or a portion of this Agreement is funded with federal funds, then in accordance with 2 CFR 200, as appropriate, the Grantee shall comply with the Anti-Lobbying Act, which prohibits the use of all project funds regardless of source, to engage in lobbying the state or federal government or in litigation against the State. Further, the Grantee shall require that the language of this assurance be included in the award documents of all subawards at all tiers.

If all or a portion of this Agreement is funded with state funds, then the Grantee shall not use any of the grant funds awarded in this Agreement for the purpose of lobbying as defined in the State of Michigan's lobbying statute, MCL 4.415(2). "Lobbying" means communicating directly with an official of the executive branch of state government or an official in the legislative branch of state government for the purpose of influencing legislative or administrative action." The Grantee shall not use any of the grant funds awarded in this Agreement for the purpose of litigation against the State. Further, the Grantee shall require that language of this assurance be included in the award documents of all subawards at all tiers.

## **XIV. DEBARMENT AND SUSPENSION**

By signing this Agreement, the Grantee certifies that it has checked the federal debarment/suspension list at [www.SAM.gov](http://www.SAM.gov) to verify that its agents, and its subcontractors:

- (1) Are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from covered transactions by any federal department or the state.
- (2) Have not within a three-year period preceding this Agreement been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (federal, state, or local) transaction or contract under a public transaction, as defined in 45 CFR 1185; violation of federal or state antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property.

- (3) Are not presently indicted or otherwise criminally or civilly charged by a government entity (federal, state, or local) with commission of any of the offenses enumerated in subsection (2).
- (4) Have not within a three-year period preceding this Agreement had one or more public transactions (federal, state, or local) terminated for cause or default.
- (5) Will comply with all applicable requirements of all other state or federal laws, executive orders, regulations, and policies governing this program.

## **XV. AUDIT AND ACCESS TO RECORDS**

The State reserves the right to conduct a programmatic and financial audit of the project, and the State may withhold payment until the audit is satisfactorily completed. The Grantee will be required to maintain all pertinent records and evidence pertaining to this Agreement, including grant and any required matching funds, in accordance with generally accepted accounting principles and other procedures specified by the State. The State or any of its duly authorized representatives must have access, upon reasonable notice, to such books, records, documents, and other evidence for the purpose of inspection, audit, and copying. The Grantee will provide proper facilities for such access and inspection. All records must be maintained for a minimum of seven years after the final payment has been issued to the Grantee by the State.

## **XVI. INSURANCE**

- (A) The Grantee must maintain insurance or self-insurance that will protect it from claims that may arise from the Grantee's actions under this Agreement.
- (B) The Grantee must comply with applicable workers' compensation laws while engaging in activities authorized under this Agreement.

## **XVII. OTHER SOURCES OF FUNDING**

The Grantee guarantees that any claims for reimbursement made to the State under this Agreement must not be financed by any source other than the State under the terms of this Agreement. If funding is received through any other source, the Grantee agrees to delete from Grantee's billings, or to immediately refund to the State, the total amount representing such duplication of funding.

## **XVIII. COMPENSATION**

- (A) A breakdown of costs allowed under this Agreement is identified in Appendix A. The State will pay the Grantee a total amount not to exceed the amount on page 1 of this Agreement, in accordance with Appendix A, and only for expenses incurred and paid. All other costs necessary to complete the project are the sole responsibility of the Grantee.
- (B) Expenses incurred by the Grantee prior to the Start Date or after the End Date of this Agreement are not allowed under the Agreement, unless otherwise specified in Appendix A.

(C) The State will approve payment requests after approval of reports and related documentation as required under this Agreement.

(D) The State reserves the right to request additional information necessary to substantiate payment requests.

(E) Payments under this Agreement may be processed by Electronic Funds Transfer (EFT). The Grantee may register to receive payments by EFT at the SIGMA Vendor Self Service web site (<https://sigma.michigan.gov/webapp/PRDVSS2X1/AltSelfService>).

## **XIX. CLOSEOUT**

(A) A determination of project completion, which may include a site inspection and an audit, shall be made by the State after the Grantee has met any match obligations, satisfactorily completed the activities, and provided products and deliverables described in Appendix A.

(B) Upon issuance of final payment from the State, the Grantee releases the State of all claims against the State arising under this Agreement. Unless otherwise provided in this Agreement or by State law, final payment under this Agreement shall not constitute a waiver of the State's claims against the Grantee.

(C) The Grantee shall immediately refund to the State any payments in excess of the costs allowed by this Agreement.

## **XX. CANCELLATION**

This Agreement may be canceled by the State, upon 30 days written notice, due to Executive Order, budgetary reduction, other lack of funding, upon request by the Grantee, or upon mutual agreement by the State and Grantee. The State may honor requests for just and equitable compensation to the Grantee for all satisfactory and eligible work completed under this Agreement up until 30 days after written notice, upon which time all outstanding reports and documents are due to the State and the State will no longer be liable to pay the grantee for any further charges to the grant.

## **XXI. TERMINATION**

(A) This Agreement may be terminated by the State as follows.

(1) Upon 30 days written notice to the Grantee:

- a. If the Grantee fails to comply with the terms and conditions of the Agreement, or with the requirements of the authorizing legislation cited on page 1, or the rules promulgated thereunder, or other applicable law or rules.
- b. If the Grantee knowingly and willingly presents false information to the State for the purpose of obtaining this Agreement or any payment under this Agreement.
- c. If the State finds that the Grantee, or any of the Grantee's agents or representatives, offered or gave gratuities, favors, or gifts of monetary value to any official, employee, or agent of the State in an attempt to secure a subcontract or favorable treatment in awarding, amending, or making any determinations related to the performance of this Agreement.

- d. If the Grantee or any subcontractor, manufacturer, or supplier of the Grantee appears in the register of persons engaging in unfair labor practices that is compiled by the Michigan Department of Licensing and Regulatory Affairs or its successor.
- e. During the 30-day written notice period, the State shall withhold payment for any findings under subparagraphs a through d, above and the Grantee will immediately cease charging to the grant and stop earning match for the project (if applicable).

(2) Immediately and without further liability to the State if the Grantee, or any agent of the Grantee, or any agent of any subcontract is:

- a. Convicted of a criminal offense incident to the application for or performance of a State, public, or private contract or subcontract;
- b. Convicted of a criminal offense, including but not limited to any of the following: embezzlement, theft, forgery, bribery, falsification or destruction of records, receiving stolen property, or attempting to influence a public employee to breach the ethical conduct standards for State of Michigan employees;
- c. Convicted under State or federal antitrust statutes; or
- d. Convicted of any other criminal offense that, in the sole discretion of the State, reflects on the Grantee's business integrity.
- e. Added to the federal or state Suspension and Debarment list.

(B) If a grant is terminated, the State reserves the right to require the Grantee to repay all or a portion of funds received under this Agreement.

## **XXII. IRAN SANCTIONS ACT**

By signing this Agreement, the Grantee is certifying that it is not an Iran linked business, and that its contractors are not Iran linked businesses, as defined in MCL 129.312.

REMAINDER OF PAGE HAS BEEN INTENTIONALLY LEFT BLANK

## PROJECT-SPECIFIC REQUIREMENTS – APPENDIX A

### GRANT PROJECT SCOPE

The scope of this project is to ultimately develop and implement a Materials Management Plan (MMP). The detailed scope of work and proposed timeline for the project is included in this Agreement in Attachment C – Work Program. The detailed budget in Attachment C is for reference only. The executed budget for this project can be found in Attachment A – Grant Budget.

Grants shall be used for administrative costs for preparing, implementing, and maintaining a materials management plan (MMP), including, but not limited to, the following

- a. Development of a work program as described in subsection (4)(b) and R 299.4704 and R 299.4705 of the Michigan Administrative Code, including a prior work program.
- b. Developing an initial MMP and amending the MMP.
- c. Ensuring public participation.
- d. Determining whether new materials management facilities are consistent with the MMP.
- e. Collecting and submitting data for the database utilized by the department for materials management facility reporting purposes and evaluating data in the database for the planning area.
- f. Recycling education and outreach.
- g. Recycling and materials utilization programs.
- h. Preparation of required reports to the department
- i. MMP implementation.
- j. Efforts to obtain support for the MMP and planning process from local units of government.

*NOTE: Grantee shall keep records documenting specific use of the MMP Grant funds.*

### COMPENSATION

Expenses related to the development of the Notice of Intent and Work Program are eligible for reimbursement from January 8, 2024, until the grant end date. Any other expenses outside of the grant period will not be reimbursable.

### GRANT REIMBURSEMENT PROCESS

The Grantee is responsible for the payment of all eligible costs necessary to complete the project. The Grantee shall submit reimbursement requests to the State which specify the time period covered by the reimbursement request and the payments made by the Grantee during the time period. Grant reimbursements will be for the documented purchase expenditures, not to exceed the awarded grant amount. Grantees must agree to supply data related to the development and implementation of the MMP as requested by Michigan Department of Environment, Great Lakes, and Energy (EGLE)

All grants are paid through a reimbursement process. All grantees will submit proof of payment (i.e., canceled checks, ACH, wire transfer confirmations, bank statements, etc.) and proof of receipt of goods to EGLE proving that the vendor has been paid prior to receiving reimbursement from the grant program. Reimbursement must be requested in conjunction with required, quarterly progress

reports. Total payment made to the Grantee by the State shall not exceed the amount identified in this grant agreement. Any costs associated with the project that exceed the awarded grant amount shall be the responsibility of the Grantee.

The Grantee is responsible for ensuring that all partner entities fulfill their commitments under the grant proposal.

## **TRAVEL EXPENSES**

If travel expenses are included in the Budget, the Grantee must follow the State of Michigan Travel Rates found in Attachment B of this Agreement. The most recent State of Michigan Travel Rates can be found at DTMB - Travel (michigan.gov).

## **PURCHASE OF EQUIPMENT**

The purchase of equipment not specifically listed in the Budget must have prior written approval of the Grant Administrator. Equipment is defined as non-expendable personal property having a useful life of more than one year and a true value of \$10,000 or more. Such equipment shall be retained by the Grantee unless otherwise specified at the time of approval.

Equipment purchases of \$10,000 or more will require the EGLE be listed on a Lien or Uniform Commercial Code (UCC) for 5 years, or until the equipment depreciates to less than \$10,000.

To the greatest extent practicable, all equipment and products purchased with funds made available under this award should be Michigan-made as a first choice, or American-made.

**RECAPTURE:** The Grantee is hereby notified and hereby acknowledges that the Grant is subject to recapture and that the Grantee will incur an obligation to repay the Grant (the "Recapture Obligation") immediately, in full, if:

- a. it fails to comply with the entirety of the grantee's grant application attached, including all budget, tasks and timeline.
- b. it sells, exchanges, or disposes of any equipment described in this Agreement without the Grantor's written approval; or
- c. the State of Michigan determines that there has been a default under the Agreement and seeks reimbursement.

In the event that the Grantee becomes liable for a Recapture Obligation, it shall satisfy the Recapture Obligation within the time specified in the written notice thereof to the Grantee by the Grantor.

## **REPORTING REQUIREMENTS**

The Grantee shall submit progress reports quarterly using a reporting form provided by the Grant Manager. These reports shall be due according to the table in **Part IV** of this Agreement.

## **QUARTERLY REPORTS**

The Grantee shall submit the final quarterly status and financial report, including all supporting documentation for expenses, by January 31, 2027.

**Quarterly progress and must be submitted at least every three months during the Agreement Period, even if no funds were expended.** Provide the following narrative using the numbers and headings listed below for all tasks and funds expended during the time reporting period:

Submit the quarterly project reports using the following survey: [Materials Management Planning Grants Quarterly Report Submittals Survey.](#)

If you need this information in an alternate format, contact [EGLE-Accessibility@Michigan.gov](mailto:EGLE-Accessibility@Michigan.gov) or call 800-662-9278.

EGLE does not discriminate on the basis of race, sex, religion, age, national origin, color, marital status, disability, political beliefs, height, weight, genetic information, or sexual orientation in the administration of any of its programs or activities, and prohibits intimidation and retaliation, as required by applicable laws and regulations. Questions or concerns should be directed to the Nondiscrimination Compliance Coordinator at [EGLE-NondiscriminationCC@Michigan.gov](mailto:EGLE-NondiscriminationCC@Michigan.gov) or 517-249-0906.

This form and its contents are subject to the Freedom of Information Act and may be released to the public.

REMAINDER OF PAGE HAS BEEN INTENTIONALLY LEFT BLANK

## ATTACHMENT A – GRANT BUDGET



MICHIGAN DEPARTMENT OF ENVIRONMENT, GREAT LAKES, AND ENERGY  
MATERIALS MANAGEMENT DIVISION  
MATERIALS MANAGEMENT PLANNING PROGRAM  
FINANCIAL STATUS REPORT

Grantee / Vendor Name: Gratiot County

Vendor Number: CV0047999

Project Name: MMP - Gratiot - Heartland

Grant Given Number:

Contract Date From:  To: 12/7/2026

Contact Name: Sheila Barnaby Contact Number: 989-875-5239

Contact Email: sbarnaby@gratiotmi.com

Category	Category Number	Amount
Salary and Benefits	1	\$ 22,300.50
Contractual	2	\$ 65,000.00
Equipment	3	
Supplies	4	\$ 500.00
Travel	5	\$ 2,000.00
Other Direct Costs	6	\$ 1,000.00
<b>Category Subtotal</b>		<b>\$ 90,800.50</b>

INDIRECT BUDGET	Percentage
	\$ -

PROJECT BUDGET	
<b>Total</b>	\$ 90,800.50

MATCH BUDGET	Percentage
<b>Total</b>	\$ -

GRANT BUDGET	
<b>Total</b>	\$ 90,800.50

Retention Rate: 0%

## **ATTACHMENT B – STATE OF MICHIGAN TRAVEL RATES**

<b>DEPARTMENT OF TECHNOLOGY, MANAGEMENT &amp; BUDGET, VEHICLE AND TRAVEL SERVICES</b>
<b>SCHEDULE OF TRAVEL RATES FOR CLASSIFIED AND UNCLASSIFIED EMPLOYEES</b>
<b>FY 2026 – Effective October 1, 2025</b>

### **MICHIGAN SELECT CITIES\***

	Individual	Group Meeting (pre-arranged and approved)
Lodging**	\$98.00	
Breakfast	\$14.00	\$17.00
Lunch	\$16.00	\$19.00
Dinner	\$31.00	\$34.00

### **MICHIGAN IN-STATE ALL OTHER**

	Individual	Group Meeting (pre-arranged and approved)
Lodging**	\$98.00	
Breakfast	\$12.00	\$15.00
Lunch	\$14.00	\$17.00
Dinner	\$27.00	\$30.00
 Lodging	\$66.00	
Breakfast	\$12.00	
Lunch	\$14.00	
Dinner	\$27.00	
<b>Per Diem Total</b>	<b>\$119.00</b>	

### **OUT-OF-STATE SELECT CITIES\***

	Individual	Group Meeting (pre-arranged and approved)
Lodging**	Contact FROSCH Travel	
Breakfast	\$22.00	\$25.00
Lunch	\$23.00	\$26.00
Dinner	\$36.00	\$39.00

### **OUT-OF-STATE ALL OTHER**

	Individual	Group Meeting (pre-arranged and approved)
Lodging**	Contact FROSCH Travel	
Breakfast	\$16.00	\$19.00
Lunch	\$19.00	\$22.00
Dinner	\$28.00	\$31.00
 Lodging	\$66.00	
Breakfast	\$16.00	
Lunch	\$19.00	
Dinner	\$28.00	
<b>Per Diem Total</b>	<b>\$129.00</b>	

Incidental Costs Per Night: \$5.00

Mileage Rates      Current  
Premium Rate      \$0.70 per mile  
Standard Rate      \$0.47 per mile

Reimbursable Meal	Travel Begins Before	Travel Extends Past
Breakfast	6:00 a.m.	8:30 a.m.
Lunch	11:30 a.m.	2:00 p.m.
Dinner	5:30 p.m.	8:00 p.m.

\* See Select Cities Listing

\*\* Lodging available at State rate, or call FROSCH Travel at 877-654-2179 or [www.concursolutions.com](http://www.concursolutions.com)

**SELECT CITY LIST**  
**SCHEDULE OF TRAVEL RATES FOR CLASSIFIED AND UNCLASSIFIED EMPLOYEES**  
**Effective October 1, 2025**

<b>Michigan Select Cities/Counties</b>		
	<b>CITIES</b>	<b>COUNTIES</b>
	Ann Arbor, Auburn Hills, Beaver Island, Detroit, Grand Rapids, Holland, Leland, Mackinac Island, Midland, Muskegon, Petoskey, Pontiac, South Haven, Traverse City	Grand Traverse, Oakland, Wayne
<b>Out of State Select Cities/Counties</b>		
STATE	CITIES	COUNTIES
Alaska	All locations	
Arizona	Phoenix, Scottsdale, Sedona	
California	Antioch, Arcata, Barstow, Belmont, Concord, Eureka, Foster City, Fresno, Gualala, Mammoth Lakes, McKinleyville, Mill Valley, Monterey, Napa, Novato, Oakland, Ontario, Palm Springs, Palo Alto, Point Arena, Sacramento, San Diego, San Francisco, San Jose, San Luis Obispo, San Mateo, San Rafael, Santa Barbara, Santa Cruz, Santa Monica, Santa Rosa, South Lake Tahoe, Sunnyvale, Tahoe City, Truckee, Victorville, Yosemite National Park	Los Angeles, Mendocino, Orange, Ventura
Colorado	Aspen, Aurora, Breckenridge, Colorado Springs, Crested Butte, Denver, Grand Lake, Gunnison, Silverthorne, Steamboat Springs, Telluride, Vail	
Connecticut	Bridgeport, Danbury, Groton, New London	
District of Columbia	Washington DC (See also Maryland & Virginia)	
Florida	Boca Raton, De Funiak Springs, Delray Beach, Ft Lauderdale, Fort Walton Beach, Jupiter, Key West, Miami, Sarasota	
Georgia	Atlanta, Brunswick, Jekyll Island	
Hawaii	All locations	
Idaho	Boise	
Illinois	Chicago, East St. Louis, Fairview Heights, O'Fallon	Cook, Lake
Kentucky	Kenton	
Maine	Bar Harbor, Kennebunk, Kittery, Rockport, Sandford	
Maryland	Baltimore City, Columbia	Montgomery, Prince George
Massachusetts	Boston, Burlington, Cambridge, Falmouth, Hyannis, Martha's Vineyard, Nantucket, Pittsfield, Woburn	Suffolk
Minnesota	Duluth, Minneapolis, St. Paul	
Missouri	St. Louis	
Nevada	Las Vegas	
New Jersey	Eatontown, Freehold, Newark, Princeton, Trenton	
New York	Albany, Floral Park, Garden City, Glens Falls, Great Neck, Kingston, Lake Placid, Melville, New Rochelle, New York City, Riverhead, Ronkonkoma, Tarrytown, White Plains	Bronx, Kings, Queens, Richmond, Suffolk
Ohio	Cincinnati	
Oregon	Bend, Lincoln City, Portland, Seaside	
Pennsylvania	Philadelphia	
Puerto Rico	All locations	
South Carolina	Charleston	
Tennessee	Brentwood, Franklin, Nashville	
Utah	Moab, Park City	
Vermont	Burlington, Manchester, Stowe, White River Junction	
Virginia	Alexandria, Fairfax, Falls Church	Arlington, Fairfax
Washington	Everett, Lynnwood, Ocean Shores, Pasco, Port Angeles, Port Townsend, Richland, Seattle, Spokane, Tacoma, Vancouver	
Wyoming	Jackson, Pinedale	

**ATTACHMENT C – WORK PROGRAM**



# HEARTLAND MATERIALS MANAGEMENT PLANNING WORK PROGRAM

Approved by the:

Heartland Materials Management Planning  
Committee on June 20, 2025

EGLE ONLY FIELD									
<b>EGLE Work Program Approval Date:</b> 8/20/25									
<b>Single or Multicounty Effort:</b> Multicounty									
<b>Standard Grant Amount:</b> \$70,000 per county									
<b>Clare</b> <b>Isabella</b> <b>Ogemaw</b> <b>Osceola</b> <b>Gratiot</b> <b>Mecosta</b> <b>Gladwin</b> <b>Midland</b>									
<b>Per Capita Population:</b> 30,856 64,394 20,770 22,891 41,761 39,714 25,386 83,494									
<b>Total Grant Amount Allowed:</b> \$85,428 \$102,197 \$80,385 \$81,445 \$90,880.50 \$89,857 \$82,693 \$111,747									
<b>Grant Amount Requested:</b> \$80,000 \$102,197 \$80,385 \$80,200 90,800.50 \$89,857 \$80,000 \$111,747									
<b>Grant Amount Remaining Balance:</b> \$5,428 \$0 \$0 \$1,245 \$80.50 \$0 \$2,693 \$0									

# **HEARTLAND MATERIALS MANAGEMENT PLANNING COMMITTEE MEMBERS**

---

## **REGIONAL PLANNING AGENCY**

### **Sue Fortune**

Eastern Michigan Council of Governments Director

## **COUNTY ELECTED OFFICIAL**

### **Steve Stoddard**

Environmental Health Director, Midland County Public Health, Midland County

### **Lori Phelps**

DPA Liaison/Administrator, Clare County

### **Sheila Barnaby**

DPA Liaison/Deputy Administrator, Gratiot County

### **Melanie Thume**

DPA Liaison/Deputy Administrator, Gladwin County

### **Tami O'Donnell**

County Commissioner, Gladwin County

### **Scott Stieg**

County Commissioner, Osceola County

### **Chris Zimmerman**

County Commissioner, Mecosta County

### **Craig Scott**

County Commissioner, Ogemaw County

## **TOWNSHIP ELECTED OFFICIAL**

### **Tim Ladd**

Township Supervisor, Osceola Township, Osceola County

### **Frank Engler**

Elected Official, Deerfield Township, Isabella County

## **CITY OR VILLAGE ELECTED OFFICIAL**

### **Michelle Pitts**

City Commissioner, City of Alma, Gratiot County

## **ENVIRONMENTAL INTEREST GROUP**

### **Ladean Anderson**

Administration Manager, Gratiot Conservation District, Gratiot County

## **MATERIAL RECOVERY FACILITY OPERATOR**

### **Charity Sweet**

Operations Supervisor, Material Recovery Facility, Isabella County

## **COMPOST FACILITY/ANAEROBIC DIGESTER**

**Brad Morgan**

President, Morgan Composting Inc., Osceola County

## **BUSINESS GENERATING MANAGED MATERIAL**

**Bernard McBride**

Sustainability Engineer, Saint Gobain Performance Plastics, Gladwin County

**Joel Hofman**

Director of Operations, Granger Waste Services

**Annette Coles**

Building and Zoning Director, Mecosta County Building and Zoning, Mecosta County

**Jason Moore**

DPW Director, City of Mount Pleasant, Isabella County

## **WASTE DIVERSION/REUSE OR REDUCTION**

**Paul Griffith**

Board Member, Mecosta Recycles, Mecosta County

## **WASTE HAULER**

**Rick Fancon**

General Manager, GFL Waste Services, Clare County

## **SOLID WASTE DISPOSAL FACILITY OPERATOR**

**Scott O'Laughlin**

Landfill Superintendent, City of Midland, Midland County

**Keith Hayes**

Operations Manager, Waste Management Northern Oaks Landfill, Clare County

## **COUNTY APPROVAL AGENCY'S**

### **Board of Commissioners for:**

**Clare County**, Lori Phelps, Sigma # CV0047972, (005) 225 W. Main St. Harrison, MI 48625

**Ogemaw County**, Timothy Dolehanty, Sigma # 04-805-5081, 806 W. Houghton Ave. West Branch, MI 48661

**Gratiot County**, Sheila Barnaby, Sigma # CV0047999, 214 E. Center St. Ithaca, MI 48847

**Isabella County**, Frank Engler, Sigma # CV0048019, 200 N. Main St., Mt. Pleasant, MI 48858

**Mecosta County**, Annette Coles, Sigma # CV0048191, (E00) 225 S. Stewart Ave., Big Rapids, MI 49307

**Gladwin County**, Melanie Thume, Sigma # CV0047991, 401 West Cedar Ave., Gladwin, MI 48624

**Osceola County**, Tim Ladd, Sigma # CV0048092, (472) 602 W. Upton Ave., Reed City, MI 49677

**Midland County**, Health Department, Sigma # CV0048067, 220 W. Ellsworth, Midland, MI 48640

## **DESIGNATED PLANNING AGENCY**

### **Isabella County Material Recovery Facility**

Designated Planning Agency: Jake Borton Isabella County Material Recovery Facility (ICMRF) Director and Charity Sweet Interim DPA

## TABLE OF CONTENTS

### Page

5	<b>Background</b>
5	<b>Materials Management Plan 5-Year Budget</b>
6	<b>Material Management Plan Projected Expenditures</b>
8	<b>Proposed Milestone Schedule</b>
9	<b>Plan Approval Process Timeline Per County</b>
13	<b>Glossary of Terms</b>
14	<b>Task 1: Planning Process Initiation</b>
14	<b>Task 2: Materials Management Planning Committee</b>
15	<b>Task 3: Materials Management Plan Request for Proposal</b>
15	<b>Task 4: Plan Project Management</b>
15	<b>Task 5: Materials Management Plan Draft Review</b>
15	<b>Task 6: Stakeholder Engagement</b>
16	<b>Task 7: Analysis and Opportunities Phase</b>
16	<b>Task 8: Prepare Draft Materials Management Plan</b>
16	<b>Task 9: Plan Adoption</b>
17	<b>Task 10: Plan Implementation</b>

## BACKGROUND

Located in Central part of Lower Michigan, the Heartland Material Management Planning Committee is made up of Eight Counties. These Eight Counties are working in collaboration on a better, more sustainable plan for the future. On January 8, 2024 the State of Michigan Department of Environment, Great Lakes, and Energy (EGLE) initiated the process for each county to change from their current Solid Waste Plans and move towards implementing a Material Management Plan, under legislation changes to Michigan Public Act 451, Part 115, which became effective March 29, 2023. The following is a work plan that complies with the Act and may be amended as needed.

## Materials Management Plan 5-Year Projected Budget

Date Prepared: 2/14/2025

Project Name: Heartland Materials Management Plan

Planning Area: Clare, Gladwin, Gratiot, Isabella, Mecosta, Midland, Ogemaw and Osceola Counties of Michigan

PROJECTED REVENUES - MMP EGLE Grant						
County	2024 (Actual)	2025 (Projected)	2026 (Projected)	2027 (Projected)	2028 (Projected)	Total 5-year Revenues:
Clare	\$0	\$85,428	\$85,428	\$85,428	\$70,000	\$326,284
Gladwin	\$0	\$82,693	\$82,693	\$82,693	\$70,000	\$318,079
Gratiot	\$0	\$90,880.50	\$90,880.50	\$90,880.50	\$70,000	\$342,642
Isabella	\$0	\$102,197	\$102,197	\$102,197	\$70,000	\$376,591
Mecosta	\$0	\$89,857	\$89,857	\$89,857	\$70,000	\$339,571
Midland	\$0	\$111,747	\$111,747	\$111,747	\$70,000	\$405,241
Ogemaw	\$0	\$80,385	\$80,385	\$80,385	\$70,000	\$311,155
Osceola	\$0	\$81,445.50	\$81,445.50	\$81,445.50	\$70,000	\$314,337
Total Revenues:	\$0	\$724,633	\$724,633	\$724,633	\$560,000	\$3,073,470

## Materials Management Plan 1-Year Projected Expenditures

Isabella County - Projected Expenditures	
Description:	Projected Amount:
Personnel Salary	\$18,654.00
Personnel Fringe	\$6,218.00
Contractual Services	\$72,325.00
Supplies and Materials	\$1,000.00
Equipment	\$0.00
Travel	\$2,000.00
Other Direct Costs	\$2,000.00
<b>Subtotal</b>	<b>\$102,197.00</b>
<b>Total 1-Year Projected Expenditures:</b>	<b>\$102,197.00</b>

Ogemaw County - Projected Expenditures	
Description:	Projected Amount:
Personnel Salary	
Personnel Fringe	
Contractual Services	\$70,135.00
Supplies and Materials	\$7,250.00
Equipment	
Travel	\$1,000.00
Other Direct Costs	\$2,000.00
<b>Subtotal</b>	
<b>Total 1-Year Projected Expenditures:</b>	<b>\$80,385.00</b>

Osceola County - Expenditures	
Description:	Projected Amount:
Personnel Salary	
Personnel Fringe	
Contractual Services	\$70,000.00
Supplies and Materials	\$4,900.00
Equipment	
Travel	\$2,800.00
Other Direct Costs	\$2,500.00
<b>Subtotal</b>	<b>\$80,200.00</b>
<b>Total 1-Year Projected Expenditures:</b>	<b>\$80,200.00</b>

Clare County - Projected Expenditures	
Description:	Amount:
Personnel Salary	\$12,255.36
Personnel Fringe	
Contractual Services	\$50,000.00
Supplies and Materials	\$13,500.00
Equipment	
Travel	\$1,744.64
Other Direct Costs	\$2,500.00
<b>Subtotal</b>	<b>\$80,000.00</b>
<b>Total 1-Year Projected Expenditures:</b>	<b>\$80,000.00</b>

<b>Gratiot County - Projected Expenditures</b>	
<b>Description:</b>	<b>Amount:</b>
Personnel Salary	\$20,800.50
Personnel Fringe	\$1,500.00
Contractual Services	\$65,000.00
Supplies and Materials	\$500.00
Equipment	\$0.00
Travel	\$2,000.00
Other Direct Costs	\$1,000.00
<b>Subtotal</b>	<b>\$90,800.50</b>
<b>Total 1-Year Projected Expenditures:</b>	<b>\$90,800.50</b>

<b>Mecosta County - Projected Expenditures</b>	
<b>Description:</b>	<b>Amount:</b>
Personnel Salary	\$16,800.00
Personnel Fringe	\$2,000.00
Contractual Services	\$65,000.00
Supplies and Materials	\$557.00
Equipment	\$0.00
Travel	\$4,000.00
Other Direct Costs	\$1,500.00
<b>Subtotal</b>	<b>\$89,857.00</b>
<b>Total 1-Year Projected Expenditures:</b>	<b>\$89,857.00</b>

<b>Gladwin County - Projected Expenditures</b>	
<b>Description:</b>	<b>Amount:</b>
Personnel Salary	\$15,000.00
Personnel Fringe	
Contractual Services	\$40,000.00
Supplies and Materials	\$15,500.00
Equipment	
Travel	\$2,000.00
Other Direct Costs	\$7,500.00
<b>Subtotal</b>	<b>\$80,000.00</b>
<b>Total 1-Year Projected Expenditures:</b>	<b>\$80,000.00</b>

<b>Midland County - Projected Expenditures</b>	
<b>Description:</b>	<b>Amount:</b>
Personnel Salary	\$19,140.00
Personnel Fringe	\$2,860.00
Contractual Services	\$70,000.00
Supplies and Materials	\$16,747.00
Equipment	\$0.00
Travel	\$3,000.00
Other Direct Costs	\$0.00
<b>Subtotal</b>	<b>\$111,747.00</b>
<b>Total 1-Year Projected Expenditures:</b>	<b>\$111,747.00</b>

## PROPOSED MILESTONE SCHEDULE

Task	Completion Date / Deadline	2024				2025				2026				2027				2028			
		Q1 Jan-Mar	Q2 Apr-June	Q3 July-Sep	Q4 Oct-Dec	Q1 Jan-Mar	Q2 Apr-June	Q3 July-Sep	Q4 Oct-Dec	Q1 Jan-Mar	Q2 Apr-June	Q3 July-Sep	Q4 Oct-Dec	Q1 Jan-Mar	Q2 Apr-June	Q3 July-Sep	Q4 Oct-Dec	Q1 Jan-Mar	Q2 Apr-June	Q3 July-Sep	Q4 Oct-Dec
Task 1: Planning Process Initiation	Sep-24	X	X	X																	
Task 2: Materials Management Planning Committee	Jun-25		X	X	X	X	X														
Task 3: Materials Management Plan Request for Proposal	Sep-25					X	X														
Task 4: Plan Project Management	Dec-25							X	X												
Task 5: Materials Management Plan Draft Review	Mar-26							X	X												
Task 6: Stakeholder Engagement	Dec-26							X	X												
Task 7: Analysis and Opportunities Phase	Jun-27							X	X	X	X	X	X	X	X	X					
Task 8: Prepare Draft Materials Management Plan	Sep-27							X	X	X	X	X	X	X	X	X					
Task 9: Plan Adoption	Jun-28													X	X	X	X	X	X	X	X
Task 10: Plan Implementation	Dec-28													X	X	X	X	X	X	X	X

## PLAN APPROVAL PROCESS TIMELINE PER COUNTY

<b>Isabella County</b>		
<b>Plan Approval Process:</b>	<b>Activity Details:</b>	<b>Date:</b>
Letter of Intent (LOI)	Sent to surrounding counties to participate in a regional MMP	1/5/2024
Interlocal Agreement (ILA)	Approved	7/16/2024
County Approval Agency (CAA)	Established	7/16/2024
Designated Planning Agency (DPA)	Established	7/16/2024
Regional DPA (RDPA)	Established	7/16/2024
Notice of Intent (NOI)	Submitted	8/30/2024
MMP By-Laws	Approved by the CAA	12/17/2024
Heartland MMPC	Assigned/Established	4/25/2025

<b>Gratiot County</b>		
<b>Plan Approval Process:</b>	<b>Activity Details:</b>	<b>Date:</b>
Letter of Intent (LOI)	Received letter from Isabella County to participate in a regional MMP	1/5/2024
Interlocal Agreement (ILA)	Approved	6/18/2024
County Approval Agency (CAA)	Established	6/18/2024
Designated Planning Agency (DPA)	Established	5/21/2024
Regional DPA (RDPA)	Established	7/16/2024
Notice of Intent (NOI)	Submitted	8/16/2024
MMP By-Laws	Approved by the CAA	2/18/2025
Heartland MMPC	Assigned/Established	4/25/2025

## Ogemaw County

Plan Approval Process:	Activity Details:	Date:
Letter of Intent (LOI)	Received letter from Isabella County to participate in a regional MMP	1/5/2024
Interlocal Agreement (ILA)	Approved	8/23/2024
County Approval Agency (CAA)	Established	7/16/2024
Designated Planning Agency (DPA)	Established	6/27/2024
Regional DPA (RDPA)	Established	7/16/2024
Notice of Intent (NOI)	Submitted	8/23/2024
MMP By-Laws	Approved by the CAA	1/23/2025
Heartland MMPC	Assigned/Established	4/25/2025

## Osceola County - Expenditures

Plan Approval Process:	Activity Details:	Date:
Letter of Intent (LOI)	Received letter from Isabella County to participate in a regional MMP	1/5/2024
Interlocal Agreement (ILA)	Approved	6/10/2024
County Approval Agency (CAA)	Established	6/18/2024
Designated Planning Agency (DPA)	Established	12/17/2024
Regional DPA (RDPA)	Established	7/16/2024
Notice of Intent (NOI)	Submitted	9/6/2024
MMP By-Laws	Approved by the CAA	12/17/2024
Heartland MMPC	Assigned/Established	4/25/2025

## Clare County

Plan Approval Process:	Activity Details:	Date:
Letter of Intent (LOI)	Received letter from Isabella County to participate in a regional MMP	1/5/2024
Interlocal Agreement (ILA)	Approved	8/21/2024
County Approval Agency (CAA)	Established	8/21/2024
Designated Planning Agency (DPA)	Established	8/21/2024
Regional DPA (RDPA)	Established	7/16/2024
Notice of Intent (NOI)	Submitted	8/30/2024
MMP By-Laws	Approved by the CAA	3/19/2025
Heartland MMPC	Assigned/Established	4/25/2025

## Mecosta County

Plan Approval Process:	Activity Details:	Date:
Letter of Intent (LOI)	Received letter from Isabella County to participate in a regional MMP	1/5/2024
Interlocal Agreement (ILA)	Approved	1/18/2024
County Approval Agency (CAA)	Established	3/21/2024
Designated Planning Agency (DPA)	Established	9/19/2024
Regional DPA (RDPA)	Established	7/16/2024
Notice of Intent (NOI)	Submitted	9/19/2024
MMP By-Laws	Approved by the CAA	12/5/2024
Heartland MMPC	Assigned/Established	4/25/2025

## Gladwin County

<b>Plan Approval Process:</b>	<b>Activity Details:</b>	<b>Date:</b>
Letter of Intent (LOI)	Received letter from Isabella County to participate in a regional MMP	1/5/2024
Interlocal Agreement (ILA)	Approved	7/9/2024
County Approval Agency (CAA)	Established	8/21/2024
Designated Planning Agency (DPA)	Established	8/21/2024
Regional DPA (RDPA)	Established	7/16/2024
Notice of Intent (NOI)	Submitted	8/27/2024
MMP By-Laws	Approved by the CAA	2/25/2025
Heartland MMPC	Assigned/Established	4/25/2025

## Midland County

<b>Plan Approval Process:</b>	<b>Activity Details:</b>	<b>Date:</b>
Letter of Intent (LOI)	Received letter from Isabella County to participate in a regional MMP	1/5/2024
Interlocal Agreement (ILA)	Approved	7/16/2024
County Approval Agency (CAA)	Established	5/7/2024
Designated Planning Agency (DPA)	Established	7/16/2024
Regional DPA (RDPA)	Established	7/16/2024
Notice of Intent (NOI)	Submitted	7/16/2024
MMP By-Laws	Approved by the HMMPC	6/20/2025
Heartland MMPC	Assigned/Established	4/25/2025

## GLOSSARY OF TERMS

As used in this Materials Management Work Plan:

- a. **Part 115, Solid Waste Management, of the Natural Resources and Environmental Protection Act, 1994 PA 451, as amended (the Act).**
- b. **Board of Commissioners (BOC or Board):** the elected governing body authorized to make policy decisions for the county.
- c. **County Approval Agency (CAA):** the entity that assumes responsibility and is authorized to approve the MMP, by submitting a notice of intent for preparing the MMP. The CAA has been identified as each County's Board of Commissioners.
- d. **Cities, Villages and Townships (CVT).**
- e. **Designated Planning Agency Liaisons (DPAL):** the agency designated by the CAA that shall serve as the primary government resource in the planning area for administering and developing the MMP. Each County's DPAL has been identified as: Jake Borton and Charity Sweet of Isabella County, Bridget Gransden of Midland County, Sheila Barnaby of Gratiot County, Tim Ladd of Osceola County, Tim Dolehanty of Ogemaw County, Melanie Thume of Gladwin County, Lori Phelps of Clare County, Annette Coles of Mecosta County.
- f. **Designated Planning Agency (DPA):** is the specific individual(s) of the DPA designated by each County's CAA that shall serve as the primary government resource in the planning area for administering and developing the Heartland MMP. The DPA is Jake Borton, Director of the Isabella County Material Recovery Facility (ICMRF) and Charity Sweet, Interim DPA.
- g. **Michigan Department of Environment, Great Lakes & Energy (EGLE):** is the primary state agency overseeing the Materials Management planning process and administering the interim final approvals for Solid Waste Processing and Transfer Facilities and the amendments to the Act.
- h. **Heartland Materials Management Planning Committee (HMMPC):** is the committee with individuals representing the eight county multi-planning region.
- i. **Materials Management Plan (MMP):** is the plan that will replace each County's existing Solid Waste Management Plan after approval from EGLE.
- j. **Interlocal Agreement (ILA):** is a signed agreement with the eight county multi-planning region to work in collaboration on a new MMP.
- k. **Notice of Intent (NOI).**

[Agency] = Primary Responsible Party

## Task 1: Planning Process Initiation

### TASK 1.1: Plan Initiation [EGLE]

- a. Each County in the Heartland Material Management Planning Committee Group received notification on January 8, 2024 from the State of Michigan Department of Environment, Great Lakes, and Energy (EGLE), stating they needed to start working on Materials Management Plans (MMP's) to replace their Solid Waste Plans.

### TASK 1.2: Correspond with Adjacent Counties [Isabella, DPAL]

- a. On January 5, 2024, Isabella County DPAL's sent a Letter of Intent letter to all the surrounding counties. The letter was sent to gauge interest in signing an ILA to work in collaboration on a Multi-County MMP once the State releases notification to start working on plans.

### TASK 1.3: Interlocal Agreement

[CAA]

- a. Each county in the Heartland MMPC Group signed an ILA to work together on a Multi-County MMP.

### TASK 1.4: Designate DPAL & DPA

[CAA]

- a. The CAAs for each County designated their DPAL and designated Isabella County as the Heartland DPA.

### TASK 1.5: Submit Notice of Intent to EGLE

[DPAL, CAA]

- a. Each County's DPAL worked in correspondence with their CAA to submit NOI.

### TASK 1.6: HMMPC Bylaws [DPAL, CAA]

- a. Bylaws approved by each County's CAA.

## Task 2: Materials Management Planning Committee

### TASK 2.1: Identify Candidates for MMPC [DPAL, DPA]

- a. DPAL's created an application for individuals applying for a position on the HMMPC.

### TASK 2.2: Appoint HMMPC Members [CAA]

- a. Each county's DPAL presented the applicants to their CAA for approval.
- b. At a regular meeting on April 25, 2025, HMMPC members were identified, committee was formed.

### TASK 2.3: HMMPC Administrative Staff [HMMPC]

- a. HMMPC designated Chairperson at the April 25, 2025 meeting.
- b. HMMPC designated Vice Chairperson and Secretary at the June 20, 2025 meeting.

**TASK 2.4: HMMPC Work Program [DPA]**

- a. DPA prepared draft HMMPC Work Program.
- b. DPA distributed a copy of draft HMMPC Work Program to HMMPC.

**TASK 2.5: HMMPC Bylaws Adopted [DPA, HMMPC]**

- a. HMMPC adopted Bylaws at the June 20, 2025 regular meeting.

**TASK 2.6: HMMPC Approves Work Program [DPA, HMMPC]**

- a. DPA presented the draft work program to HMMPC for review.
- b. HMMPC approved the work program at the June 20, 2025 regular meeting.

**TASK 2.7: DPA Submits Work Program to EGLE [DPA]**

- a. Work Program submitted to EGLE after June 20, 2025 regular meeting.

**Task 3: Materials Management Plan Request for Proposal****TASK 3.1: Prepare Request for Proposal (RFP) [DPA]****TASK 3.2: Internal and HMMPC draft RFP Review and Approval [HMMPC, DPA]****TASK 3.3: Issue Request for Proposal on MITN/Bid net [DPA]****TASK 3.4: Hold Pre-Bid Meeting [DPA]****TASK 3.5: DPA Responds to Questions via MITN/Bid net [DPA]****TASK 3.6: Proposals Due via MITN/Bid net [DPA]****TASK 3.7: HMMPC Scores Proposals [HMMPC]****TASK 3.8: Consulting Firm/Team Final Selection Interviews [DPA, HMMPC]****TASK 3.9: Notice of Award to Consulting Firm/Team [DPA]****Task 4: Plan Project Management****TASK 4.1: Hold Project Kick-Off Meeting [Consultant Team]****TASK 4.2: Hold Regular Progress Meetings [Consultant Team]****TASK 4.3: Prepare a Project Management Plan [Consultant Team]****TASK 4.4: Prepare a Public Engagement Plan [Consultant Team]****Task 5: Materials Management Plan Draft Review****TASK 5.1: Review Draft MMP [Consultant Team, DPA, HMMPC]****TASK 5.2: Summarize Findings [Consultant Team, DPA, HMMPC]****Task 6: Stakeholder Engagement****TASK 6.1: Prepare Online Survey, Focus Group Meetings, Meetings, etc. [Consultant Team]****TASK 6.2: CVT Staff, Elected Officials, MMPC, BOC, Health Department [Consultant Team]****TASK 6.3: Adjacent Counties & SEMCOG [Consultant Team]****TASK 6.4: Waste Haulers [Consultant Team]****TASK 6.5: Facility Operators, MRF, etc. [Consultant Team]****TASK 6.6: Metal Waste [Consultant Team]****TASK 6.7: Electronic Waste [Consultant Team]****TASK 6.8: Household Hazardous Waste [Consultant Team]**

<b>TASK 6.9: Yard Waste</b>	<a href="#">[Consultant Team]</a>
<b>TASK 6.10: Food Waste</b>	<a href="#">[Consultant Team]</a>
<b>TASK 6.11: Packaging</b>	<a href="#">[Consultant Team]</a>
<b>TASK 6.12: Businesses/Brokers</b>	<a href="#">[Consultant Team]</a>
<b>TASK 6.13: Residents</b>	<a href="#">[Consultant Team]</a>
<b>TASK 6.14: Other Products-Textiles, Wood, Rubber Products, etc.</b>	<a href="#">[Consultant Team]</a>

## Task 7: Analysis and Opportunities Phase

<b>TASK 7.1: Best Management Practices Evaluation and Recommendations</b>	<a href="#">[Consultant Team]</a>
<b>TASK 7.2: Supporting Policy and Funding Mechanisms Evaluation</b>	<a href="#">[Consultant Team]</a>
<b>TASK 7.3: Draft Model Ordinances/Policies</b>	<a href="#">[Consultant Team]</a>

## Task 8: Prepare Draft Materials Management Plan

<b>TASK 8.1: Prepare Draft Plan</b>	<a href="#">[Consultant Team]</a>
<b>TASK 8.2: Goals and Objectives</b>	<a href="#">[Consultant Team]</a>
<b>TASK 8.3: Action Plan</b>	<a href="#">[Consultant Team]</a>
<b>TASK 8.4: Prepare Strategy to Implement Plan and How to Fund</b>	<a href="#">[Consultant Team]</a>
<b>TASK 8.5: Prepare Strategy to Identify Responsible Parties to Implement Plan</b>	<a href="#">[Consultant Team]</a>
<b>TASK 8.6: Identify Tasks and Timelines to Meet Plan Goals &amp; Objectives</b>	<a href="#">[Consultant Team]</a>
<b>TASK 8.7: Financial Strategies</b>	<a href="#">[Consultant Team]</a>

## Task 9: Plan Adoption

<b>TASK 9.1: HMMPC Approves Draft MMP</b>	<a href="#">[HMMPC]</a>
a.	HMMPC reviews and approves the draft MMP for public review and comment for a minimum of 60 days.
<b>TASK 9.2: Prepare Notice of Draft Plan Review and Public Hearing</b>	<a href="#">[Consultant Team]</a>
a.	Publish the notice in a newspaper, or by electronic media, with major circulation or viewership in the planning area. The notice must state where to find the draft MMP, the end date of the public comment period, and solicit public comment. Online notices must remain posted until the end of the public comment period. This notice may also serve as the public hearing notice.
b.	The public hearing notice shall be published at least 30 days prior to the public hearing date. Documentation must be provided to EGLE.
<b>TASK 9.3: 60-Day Required Public Comment Period</b>	<a href="#">[DPAL's]</a>
a.	Share the MMP draft for public review and comment for a minimum of 60 days.
<b>TASK 9.4: Hold Public Hearing</b>	<a href="#">[HMMPC]</a>
a.	Conduct a public hearing on the MMP during the public comment period.
b.	A public notice of the hearing must be published at least 30 days prior to the hearing.

**TASK 9.5: Plan Revisions** [DPAL's]

- a. After 60-day public comment period, DPAL has 30 days to revise MMP (as needed) and send back to HMMPC for approval.

**TASK 9.6: Plan Adoption by CAA** [CAA]

- a. CAA Passes Resolution Adopting MMP.

**TASK 9.7: CVT Approval of MMP** [DPAL's]

- a. Send approved MMP to all CVTs in the county for approval by resolution. After 120 days, 67% approval is required from CVTs that voted on the MMP

**TASK 9.8: DPA Submits MMP to EGLE for Final Approval** [DPAL's]

**Task 10: Plan Implementation**

**TASK 10.1: Work Toward Meeting Goals and Objectives** [DPAL, HMMPC]

**TASK 10.2: New Program Development or Program Enhancement** [DPAL, HMMPC]

**TASK 10.3: Funding** [DPAL, HMMPC, Consultant Team]

**TASK 10.4: Education** [DPAL, HMMPC, Consultant Team]

**TASK 10.5: Outreach** [DPAL, HMMPC, Consultant Team]

**TASK 10.6: Data Collection, Updates/Maintenance** [DPA, DPAL's]

**TASK 10.7: Partnerships and Collaborations** [DPAL/HMMPC]



**MATERIALS MANAGEMENT PLANNING PROGRAM GRANT AGREEMENT  
BETWEEN THE  
MICHIGAN DEPARTMENT OF ENVIRONMENT, GREAT LAKES, AND ENERGY  
AND GRATIOT COUNTY**

This Grant Agreement ("Agreement") is made between the Michigan Department of Environment, Great Lakes, and Energy (EGLE), **Materials Management Division** ("State"), and **Gratiot County** ("Grantee").

The purpose of this Agreement is to provide funding in exchange for work to be performed for the project named below. Legislative appropriation of Funds for grant assistance is set forth in **Public Act No. 0022 of 2026**. This Agreement is subject to the terms and conditions specified herein.

**PROJECT INFORMATION:**

Project Name: MMP-Gratiot-Heartland	Project #: PLA-25-068
Amount of grant: \$90,800.50	100% of grant state / 0% of grant federal
	PROJECT TOTAL: \$90,800.50 (grant plus
Start Date (executed by EGLE):	match) End Date: 12/7/2026

**GRANTEE CONTACT INFORMATION:**

Name/Title: Sheila Barnaby/Deputy County Administrator

Organization: Gratiot County

Address: 214 E. Center St.

City, State, ZIP: Ithaca, MI 48847

Phone Number: 989-875-5239

Fax Number: NA

E-Mail Address: [sbarnaby@gratiotmi.com](mailto:sbarnaby@gratiotmi.com)

Federal ID Number (Required for Federal Funding): NA

Grantee DUNs/UEI Number (Required for Federal Funding): NA

SIGMA Vendor Number: CV0047999

**STATE'S CONTACT INFORMATION:**

Name/Title: Christina Miller/Materials Management Planning Analyst

Division/Bureau/Office: Materials Management Division (MMD)

Address: 525 W. Allegan

City, State, ZIP: Lansing, MI 48909

Phone Number: 517-614-7426

Fax Number: N/A

E-Mail Address: EGLE-MMP@Michigan.gov

The individuals signing below certify by their signatures that they are authorized to sign this Agreement on behalf of their agencies and that the parties will fulfill the terms of this Agreement, including any attached appendices, as set forth herein.

**FOR THE GRANTEE:**

---

Signature

Name/Title

Date

**FOR THE STATE:**

---

Tracy Kecskemeti, Acting Division Director, MMD

---

Signature

*Jm*

Name/Title

Date