

**Official Proceedings of the
Northeast Michigan Materials Management Authority (NMMMA)
August 22, 2024- 9:30 a.m.**

The Northeast Michigan Materials Management Authority (NMMMA) met in Regular session on Thursday, August 22, 2024 at 9:30 a.m. at the Charter Township of Alpena, 4385 US-23 N., Alpena, MI 49707.

Directors Present:	Cindy Johnson	City of Alpena
	Rachel Smolinski	City of Alpena
	Laura Ellery-Somers	Charter Township of Alpena
	Russ Rhynard	Charter Township of Alpena
	Bill LaHaie	County of Alpena
	Mary Thomson	Long Rapids Township
	Lenore Kasubowski	Maple Ridge Township
	Randy Fairbanks	Ossineke Township
	Gary Stephan	Sanborn Township
	Ron Lucas	Wellington Township
	Don Gilmet	Wilson Township
Directors Absent:	John Kozlowski	County of Alpena
	Eric Smith	Green Township
Others Present:	Brad Mousseau	ARRF
Others(s) via Zoom:	Elisa Seltzer	RRS
	Annie White	RRS
	DJ Drost	EGLE

Chair Johnson 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 Directors were present: Chair Johnson, Treasurer Smolinski, Secretary Ellery-Somers, Director Rhynard, Director LaHaie, Director Thomson, Director Kasubowski, Director Fairbanks, Director Stephan, Director Lucas and Director Gilmet. Absent: Director Kozlowski and Director Smith.

ADOPTION OF AGENDA

Moved by Director LaHaie and supported by Treasurer Director Kasubowski to approve the agenda as presented. Motion carried by unanimous voice vote.

PUBLIC COMMENT

None.

CONSENT AGENDA/MINUTES

Moved by Director Gilmet and supported by Director Lucas to approve the July 25, 2024 minutes and consent agenda as presented. Motion carried by unanimous voice vote

FACILITY UPDATE

Facility Manager Brad Mousseau gave an update on the facility with power point presentation. The update included: bin modifications and timeline, old truck, new truck and hauling bins.

NMMA hired new employees with assistance from Michigan Works. Michigan Works has a program that will reimburse NMMA 50% of the wages for the first 3 months. They also offer a training program.

There was a mishap with the cardboard baler and Manager Mousseau is working with Freese Hydraulics and Equipment for parts and repair.

Unfortunately, we had a fuel pump battery stolen. Law Enforcement was called and a report was filed.

Manager Mousseau stated that there is a camera set up at the facility.

Moved by Treasurer Smolinski and supported by Director LaHaie to receive and file the Managers report as presented. Motion carried by unanimous voice vote.

RRS-RESOURCE RECYCLING SYSTEMS UPDATE

Elisa Seltzer RRS Senior Consultant provided and update on the materials management planning process.

Elisa Seltzer reported that things are moving forward with the 5-county group that is led by Alpena County. An Interlocal Agreement Committee needs to be set up. Alpena County Commissioner Bill Peterson is looking for letters of interest of who is interested in sitting on the Planning Committee. The letters are due by 9-6-24. Alpena County is the DPA-Designated Planning Agency and will be working with Diane Rekowski. There will need to be a NMMA representative (s). Elisa Seltzer RRS Senior Consultant is a representative that will serve this board.

EGLE sent an email on 8-16-24 with amendments. (Phase 2) RRS is reviewing the amendments right now. RRS is looking for feedback. One packet is going to the DPA-Data Processing Agreement for Alpena County for the 5-county group. There is a template that can be used for guidance to use for the work plan and application for the grant funds which is due in early to mid-September will be going out and we should receive it. An application needs to be submitted so the grant funds can start flowing to the counties. The next step will be to work on a work plan for (Phase 3).

Annie White RRS Senior Consultant reported that they will start to discuss the funding section. Alpena County Board of Commissioners have passed a resolution to redirect CDS managed for the MRF project to NMMMA. This has been forwarded to the USDA for review and approval of the USDA General Counsel. This will allow Alpena County to transfer the funds directly to NMMMA.

Moved by Secretary Ellery Somers and supported by Director Kasubowski to appoint Treasurer Smolinski for a 5-year appointment (can be staggered) as the NMMMA representative on the planning process MMPC Materials Management Plan Committee and that Chair Johnson be appointed as the alternate. Motion carried by unanimous voice vote.

FINANCIAL REPORTS

Treasurer Smolinski presented the July 2024 financial reports from Alpena County and NMMMA.

Jackie Nicoll NMMMA bookkeeper explained in an email that the financials will look a little different from previous months because the journal entries from the audit are now complete. You'll see building and equipment values, along with depreciation amounts on the balance sheet. You might also see some expenses no longer on the Budget vs. Actuals and they are now included on the Balance Sheet. Example: The truck purchased this year goes to an Asset account instead of an expense account and then the accountant will calculate the depreciation after the year-end.

Ms. Nicoll checked with the accountant to ask if there is a way to show the paydown of the Line of Credit in the 2024 Budget vs Actual, and there is not. It shows as a paydown of the liability (principal amount) and the interest expense is under the Budget vs. Actual interest expense account. So, your "Budgeted" expense of \$75,000 to pay down the LOC is over estimated.

Moved by Director LaHaie and supported by Director Gilmet to approve the July financial reports as presented. Motion carried by unanimous voice vote.

AUDIT

Chelsea McConnell, CPA of Straley, Lamp, and Kraenzlein P.C. presented the NMMMA Audit Year Ending December 31, 2023.

NMMA started in April of 2023 was a short year, which is under 12 months. When the 2024 audit is done next year we will have a clearer picture of our financials. (refer to the audit for more details)

Moved by Director LaHaie and supported by Secretary Ellery-Somers to receive and file the NMMA Audit year ending December 31, 2023 as presented. Motion carried by unanimous Voice vote.

EGLERURAL ELECTRONICS COLLECTION & RECYCLING GRANTS

Treasurer Smolinski presented the EGLERural Electronics Collection and Recycling Grant(s). The applications for Electronics Grants for 2024 are due by September 10, 2024. We can apply for \$15,000 grant to continue our events and a \$10,000 grant to put towards operations at the permanent collection site.

Moved by Secretary Ellery-Somers and supported by Director Gilmet to approve applying for grants as presented. Motion carried by unanimous Voice vote.

SECURITY CAMERAS

Chair Johnson is working with Jeremy Winterstein NLA Manager who is putting cameras on the building. If we contribute with him, he will put cameras up for NMMA. The existing contract for IT with the County of Alpena.

Treasurer Smolinski will check with MMRMA from our insurance to see about a grant.

Director LaHaie will follow up with Mr. Winterstein.

BIN SIGNAGE

Chair Johnson is working on getting proofs for bin signage from Allegra Marketing. The signs with the updated contact information are done, but need to be adhered to the bins.

LETTER OF SUPPORT FOR FUNDING GAP

A letter of Support to fill our Funding Gap was presented to the board. Each municipality was asked to present the letter of support to their board or council for approval. Treasurer Smolinski will gather the approved letters and will send them out to the Governor, State Representatives, etc. with a request for funding. We are in need of \$1 million dollars to complete the building at the new MRF. This is the last piece needed to move forward.

The County of Alpena is the property owner. Discussion will need to be held with County Administrator Osmer regarding the utilities, IT, water and sewer, etc. to make sure we are all on the same page.

The EDA might be interested in helping with the utilities and road improvements.

FUNDING GAP TEMPLATE LETTER

Date

Re: Funding for Regional Recycling Facility-Alpena

To Whom it May Concern:

I am writing today for your help in closing the final funding gap for the construction of a new recycling facility that will serve the counties of Alpena, Iosco, Montmorency, Oscoda, Alcona, and Presque Isle. The Northeast Michigan Materials Management Authority (NMMMA) has been formed to provide much needed recycling services to the region, which is the first of its kind achievement in Northeast Michigan.

Approximately \$1M is still needed to close the funding gap on this \$6M project that will create jobs and support the communities of Northeast Michigan in meeting their materials management and climate goals. We are looking for final funding to complete this project that is currently supported by State and Federal grants, private impact investing, and corporate partners.

Alpena County's current facility lacks the processing capacity to meet today's recycling demand, resulting in high transportation costs, making recycling cost prohibitive for many communities. The new regional facility will solve capacity issues at the current MRF and extend processing to Northeast Michigan counties that do not have adequate access to recycling services. Additionally, the new MRF will serve as a model for rural recycling throughout Michigan and the United States.

Highlights of the planned facility include:

- *Supporting local communities in reaching their recycling goals of 45% by 2030*
- *Furthering the state of Michigan's greenhouse emissions reductions goals*
- *Create new jobs in recycling collection, material processing, and manufacturing*
- *Provide savings to local communities through \$150,000 per year in avoided landfill costs*
- *Benefit Michigan manufacturers by providing valuable commodities to make new products*

In closing, this project is shovel-ready, but also subject to deadlines. Since Federal funding cannot be released until this funding gap is closed, it is critical that we find a funding solution. We are reaching out to you for any strategic help you can provide in identifying or securing the funding that remains the last major hurdle in bringing a great project to the residents of Northeast Michigan.

Sincerely,

CLOSED LOOP PARTNERS LOAN

Closed Loop Partners loan update in the amount of \$750,000 (Equipment loan) will be presented at the September meeting for the Revolution System.

CAM CAVIT

Cam Cavit Michigan State Representative serves on the EGLE board. We started a conversation with him so people are aware that we need additional funding.

EXECUTIVE DIRECTOR

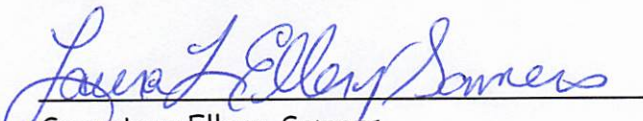
NMMA needs to get the word out that we are in search of an Executive Director. Some suggested included, Michigan Works, Email lists, Michigan Recycling, Facebook, LinkedIn, Word of mouth, websites, etc.

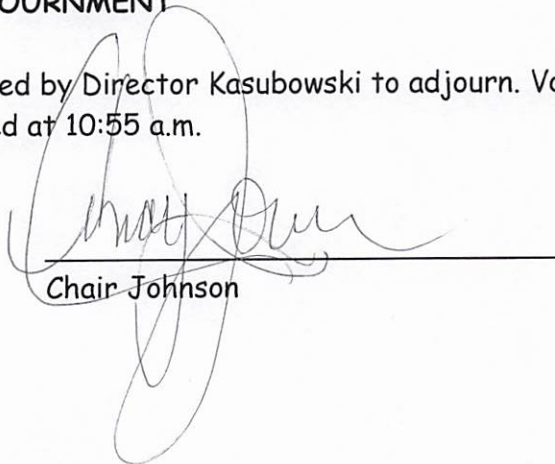
GENERAL UPDATES

Next meeting date: September 26, 2024

ADJOURNMENT

Moved by Director LaHaie and supported by Director Kasubowski to adjourn. Voice Vote, Motion carried unanimously. Meeting adjourned at 10:55 a.m.


Secretary Ellery-Somers


Chair Johnson