

**Official Proceedings of the
Northeast Michigan Materials Management Authority (NMMMA)
April 18, 2024- 9:30 a.m.**

The Northeast Michigan Materials Management Authority (NMMMA) met in Regular session on Thursday, April 18, 2024 at 9:30 a.m. at the Charter Township of Alpena, 4385 US-23 N., Alpena, MI 49707.

Directors Present:	Ken Lobert	Ossineke Township
	Cindy Johnson	City of Alpena
	Rachel Smolinski	City of Alpena
	Nathan Skibbe	Charter Township of Alpena
	John Kozlowski	County of Alpena
	Brenda Fournier	County of Alpena
	Eric Smith	Green Township
	Mary Sue Thomson	Long Rapids Township
	Lenore Kasubowski	Maple Ridge Township
	Gary Stephan	Sanborn Township
	Ron Lucas	Wellington Township
	Don Gilmet	Wilson Township
Directors Absent:	Laura Ellery-Somers	Charter Township of Alpena
Others Present:	Brad Mousseau	ARRF
Others(s) via Zoom:	Annie White	RRS
	Elisa Seltzer	RRS

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 Directors were present: Chair Lobert, Vice-Chair Johnson, Treasurer Smolinski, Director Skibbe, Director Kozlowski, Director Fournier, Director Smith, Director Thomson, Director Kasubowski, Director Stephan, Director Lucas. and Director Gilmet. Absent: Secretary Ellery-Somers.

ADOPTION OF AGENDA

Moved by Director Skibbe and supported by Director Lucas to approve the agenda, with the addition of Bylaws as presented. Motion carried by unanimous voice vote.

PUBLIC COMMENT

None.

CONSENT AGENDA

Moved by Director Skibbe and supported by Director Smith to approve the March 28, 2024 minutes and consent agenda as presented. Motion carried by unanimous voice vote.

FACILITY UPDATE

Facility Manager Brad Mousseau provided an update on the facility for April 2024

*Manager Mousseau had a conversation with Silver Streak about a lease, nothing to report at this time.

*Treasurer Smolinski informed the authority the new truck should be here by June. We will work on licensing, DOT number and graphics so we can get it on the road.

*Crew leader position is working out well with Howard Mousseau

* Manager Mousseau gave an update on Clean Up Day. Mallory Miller of HOLCIM will have two trailers on site to help out with tires. Ms. Miller is also trying to get as many volunteers as possible. We will have a one trailer and one box truck for freon units and mattress trailers from Bay Area Recycling for Community. We received notice from the state that our tire grant is approve and we contracted with Environmental Rubber they will have a truck on site. A tin box will be there.

Manager Mousseau is waiting on Smith Sanitization to provide us quote. He will bring two compactor trucks and at least one 30 or 40 yarder truck for trash. We need to call Shannon at the City for the loader, barricades, and cones. Manager Mousseau needs to call Don's Ford Tractor to ask them to haul our skid steer to NLA for the day. John Nye volunteered to operate the tractor. We are working on getting volunteers. Vice-Chair Johnson sent a letter out to all the service groups with help from Ann Diamond from MyMichigan Health. She has not heard back from anyone yet.

*E-Waste grant should cover the hauling of materials we collect. The cost should be close to what we paid last year. We were awarded a 2-year grant last year. There should be enough money left over from the grant to cover this year's event.

* Manager Mousseau found wire for the vertical baler for \$10.00, we can now see if it runs.

*Manager Mousseau spoke to Lindsay at Emmet County she said cement plants will burn the clam shells containers to use as fuel. Manager Mousseau will follow up with HOLCIM. RRS is going to work on clam shell container recycling as well.

*Blinker for the truck is on order.

* Chad LaCross was working on the wiring for the truck so the lights and blinkers work.

*Shredder has been at Ameri-shred Corp. for over a week. Due to the fact that we use the shredder daily, the next time it needs repair we need to work it out to take it in and get it back as soon as possible, otherwise we just get backed up.

* Manager Mousseau needs to get the windshield fixed.

FINANCIAL REPORTS

Treasurer Smolinski presented the March 2024 financial reports from Alpena County. Since we are having our meeting one week early there are not any financial reports for NMMMA. Treasurer Smolinski reported that her and our bookkeeper are working on the audit which will be complete by the end of May. She will provide the March reports at the May meeting.

Moved by Director Gilmet and supported by Director Smith to receive and file the March 2024 financial reports from Alpena County. Motion carried by unanimous voice vote.

LAND LEASE WITH ALPENA COUNTY

Treasurer Smolinski received another draft of the land lease with Alpena County. NMMMA needs to finance the building. The language has to be agreeable to any lender. Further discussion will need to take place to fine tune the lease. Treasurer Smolinski informed the board that we are working on the USDA appropriation and they need to see the last piece of funding, as well as, the lease before any funding gets released. Director Kozlowski will work with Treasurer Smolinski on the details. This topic will be discussed at the next meeting.

Director Skibbe stated that he and Alpena County Chairman Kozlowski and Commissioner Peterson have discussed with Mike Mahler about development of other parcels near the site of the new MRF. Director Skibbe stated that we need to start discussing infrastructure and development that includes water and sewer services for those lots.

ELECTION OF OFFICERS

Election of Officers was discussed for the term ending December 31, 2024. Moved by Director Gilmet and supported by Director Smith to continue with the same slate of officers until December 31st, 2024. Chair Lobert, Vice-Chair Johnson, Treasurer Smolinski and Secretary Ellery-Somers. Motion carried by unanimous voice vote.

EGLE SCRAP TIRE CLEANUP GRANT AGREEMENT

EGLE Scrap Tire Cleanup Grant Agreement between the Michigan Department of Environment, Great Lakes, and Energy and Northeast Michigan Materials Management Authority was discussed. The amount of the grant is \$12,000.00. Moved by Director Lucas and supported by Director Smith to approve and authorize the NMMMA Chairperson to sign the EGLE Scrap Tire Cleanup Grant agreement as presented. Motion carried by unanimous voice vote.

EMPLOYEE PTO

Treasurer Smolinski informed the board that one of the things that was done in the Personal Policies was that we gave a limited amount of PTO. We started out as NMMMA the beginning of 2023. At that time, the full-time employees that worked with us started back at ground zero. Discussion was held that we honor the number of years that the full-time employees have worked as contract workers for the facility prior to and including NMMMA. This will affect only PTO. The employee handbook stated a limited amount of PTO that began in the beginning of this year. Moved by Director Gilmet and supported by Director Skibbe to include all years of service to the recycling program for full-time employees for PTO based on how it is outlined in the handbook. Motion carried by unanimous voice vote.

NMMMA BYLAWS

Chair Lobert stated that he has a few suggestions that he would like to have considered as changes in the NMMMA bylaws. For example: when the annual meeting is held and the executive committee should have four individual units of government represented on it. This would be a way to get other municipalities more involved and balance things out. A committee was formed to review the bylaws and will bring back to the authority in October or November. Committee members: Chair Lobert, Vice-Chair Johnson and Director Smith.

GRANTS AND FUNDRAISING UPDATE

- a) General Operations
- b) Events - Clean Up day was previously discussed. Director Skibbe is working on signage and the QR code. He will discuss further with Manager Mousseau final details. Director Stephan will be posting signage in the Ossineke area to help support their community. Vice-Chair Johnson stated that she has noticed that the flyers are being shared more than ever on Facebook. Treasurer Smolinski stated that HOLCIM will take all of the extra tires this year they can get. HOLCIM cannot take tires with rims. Out of county permits are available for \$60.00 and offers them use of cleanup day, electronics day and use of the bins.

- c) Sponsorships-need to develop a value proposition for various stages of sponsor contributions

Corporate Sponsorships

Director Skibbe is working on scheduling slide presentations.

- a. HOLCIM
- b. ITC
- c. DTE

RRS-RESOURCE RECYCLING SYSTEMS UPDATE

Annie White, RRS Senior Consultant RRS Senior Consultant provided an update on the following items:

- Zoning permit approved at April 3rd at the Wilson Township board meeting
- Contract with RESCOM Environmental Corp signed for Phase I ESA and Completion of SHPO form 106. Phase I ESA report received from consultant yesterday. It recommended a wetlands determination. A quote from RESCOM Environmental Corp has been requested for this.

Below is the excerpted Recommendations from Section 9.4 of the report.

No further environmental investigation is recommended in regard to RECs based on the information available to RESCOM as of the date of this report.

While the Subject Property is not currently developed, it is located in an area prone to elevated radon levels. Given the potential for elevated radon levels, RESCOM recommends utilizing building techniques that can reduce the levels of radon entering the structure. This is considered a routine solution.

Due to the presence of potential wetlands on the Subject Property, RESCOM recommends that a formal wetlands determination be conducted to determine whether or not this area would be considered a jurisdictional wetland prior to undertaking any development activities likely to impact the area.

- Discussions continue with USDA regarding what is needed so that CDS can be transferred from Alpena to NMMMA.
- MRF database - Brad continues to enter collection data - now have a month's worth of data. RRS will review and make recommendations based on this (bin placement, collection schedules, additional bin reconfiguration)
- Other funding
 - o It is proving challenging to find a lender for building given county owns land which impacts available collateral. Seeking to identify other funding options (funding from state or bonds).

- Presentation submitted to EGLE on MRF project as update and to brainstorm options for closing funding gap. A meeting to present to key individuals at EGLE has been scheduled for April 29th

Director Gilmet asked Ms. White to contact EGLE for any further assessments needed on the property, it should be cheaper. Ms. White is going to follow up.

Elisa Seltzer, RRS Senior Consultant gave an update on the MMP Plan. All entities have to adopt an Inter-Local Agreement the first week of July. As the lead, Alpena County approves and the other municipalities signs the same form. Each county appoints one person for the joint committee and sends the slate to NEMCOG and RRS for input. EA creates the final list which can be as small as 13 members or larger. The county will then make appointments and accept the slate.

No Updates from EGLE on funds or plan updates.

MUNICIPALITIES APPROPRIATIONS

Treasurer Smolinski gave a reminder to municipalities that their appropriation for recycling would be appreciated. If anyone needs an invoice, please contact her.

WILSON SCHOOL CONCRETE PAD

Member Gilmet informed the board that a concrete pad will be set at Wilson School for the recycling bin to sit on. This will happen once schools gets out. They hope to do this when other construction projects are done as part of the school bond.

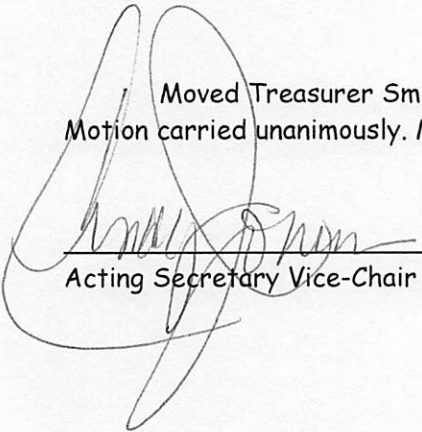
GENERAL UPDATES

Clean Up Day May 4, 2024 & Electronics Day June 1, 2024
Signage, volunteers, sponsors, fee schedule for event, etc.

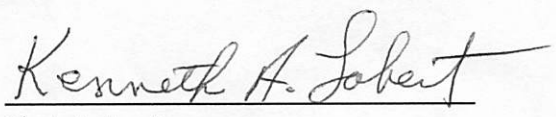
Next meeting date: May 23, 2024

ADJOURNMENT

Moved Treasurer Smolinski and supported by Director Skibbe to adjourn. Voice Vote, Motion carried unanimously. Meeting adjourned at 10:36 a.m.



Acting Secretary Vice-Chair Johnson



Chair Lobert