

**Official Proceedings of the
Northeast Michigan Materials Management Authority (NMMMA)
May 23, 2024- 9:30 a.m.**

The Northeast Michigan Materials Management Authority (NMMMA) met in Regular session on Thursday, May 23, 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
	Laura Ellery-Somers	Charter Township of Alpena
	Nathan Skibbe	Charter Township of Alpena
	John Kozlowski	County of Alpena
	Bill LaHaie	County of Alpena
	Mary Sue Thomson	Long Rapids Township
	Lenore Kasubowski	Maple Ridge Township
	Gary Stephan	Sanborn Township
	Ron Lucas	Wellington Township
Directors Absent:	Eric Smith	Green Township
	Dan Hibner	Wilson Township
Others Present:	Brad Mousseau	ARRF
Others(s) via Zoom:	Annie White	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, Secretary Ellery-Somers, Director Skibbe, Director Kozlowski, Director LaHaie, Director Thomson, Director Kasubowski, Director Stephan and Director Lucas. Absent: Director Smith and Director Hibner.

ADOPTION OF AGENDA

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

PUBLIC COMMENT

None.

CONSENT AGENDA/MINUTES

Moved by Director Skibbe and supported by Vice-Chair Johnson to approve the April 18, 2024 minutes and consent agenda as presented. Motion carried by unanimous voice vote.

RRS-RESOURCE RECYCLING SYSTEMS UPDATE

Annie White, RRS Senior Consultant RRS Senior Consultant reported on the following items.

*USDA regarding what is needed so that CDS can be transferred from Alpena to NMMMA

The archeological form 106 has been sent to the historic preservation office as of today from the consultant. It's to free up the congressional directed spending. The steps involved to receive those funds. In terms of the congressional earmark that is administered by USDA, the award was submitted by Alpena County because NMMMA did not exist at that time. Stabenow's office is not able to switch it back over the thought is that since NMMMA didn't exist at that time and it's for the same purpose Alpena County can pass a resolution to have it transferred to NMMMA. It would then to go the USDA general counsel to see if that will suffice. If it does not suffice, they could help us figure out what we could put in place so that it could be transferred.

Treasurer Smolinski also reported that she met with Vice-Chair Johnson and Alpena County Administrator Osmer talked about the issue and putting together a resolution that could go to the County. This is not a guarantee for USDA. We may have to go back and figure out a way to get the 2.7 million through the County and NMMMA. We have to determine on how the project will actually be bid. Is it a joint contract? They talked to U.S. Senator Stabenow's office and in order to transfer it over to NMMMA, it would take about a year. We are going to try this route and work with Administrator Osmer. They will work on a resolution. In the meantime, they asked that we turn in the 424 forms, historical financials and other components. They will meet with them again in mid-June with hopes that we are a little further along with Alpena County. Now that the 424 form is in, we should hear back from them by June 23, 2024.

*Lender for building options (state or bonds)

Ms. White, RRS Senior Consultant did talk to Ray from Closed Loop. They have approval to begin to prepare the loan agreement forms that still require that we figure out the funding gap and some of these other pieces. He has another recommended potential lender, but it would potentially have some of the same issues regarding building collateral and hasn't gotten to that stage, but that they also include working capital as part of what they fund. Treasurer Smolinski added we may have to have the county on the loan as a guarantor since they own the land because we are leasing and we are not the owners of the land. We cannot not even get an unsecured loan, because we do not own the land.

Another option is to get a bond. The best option is for the County and NMMMA to work together, unless we can find a grant for the last \$750,000.00.

*MRF database recommendations based on (bin placement, collection schedules, additional bin reconfiguration, etc.)

Manager Mousseau and Ms. White need to get together. She began analyzing the bin placements and then heard about the removal of the bins that were located behind Neiman's and

are now located at Northern Lights Arena. She needs to have some data to discuss further. She has to look again after a month or so to see how this is going. Treasurer Smolinski stated that the board will be having further discussion regarding the bins.

*EGLE presentation closing the funding gap & further assessments needed on the property

Treasurer Smolinski and Vice-Chair Johnson did a presentation to EGLE staff. It made us aware of how EGLE is viewing our project. They were adamant that NMMMA needs to hire an executive director. Treasurer Smolinski stated that her and Vice-Chair Johnson can't keep up the pace. The board will need to have discussion over the next year. EGLE is not willing to put any more funding towards this project. Vice-Chair Johnson submitted a very nice response to EGLE. We are still hopeful that we can find some additional funding somewhere and work with other individuals within EGLE and maybe even EPA to find the funding that we need.

The last funding piece is really holding this up. Director Kozlowski and Director LaHaie will be working with the new County Administrator is really important to move this forward. EGLE requires Counties to have a recycling program and do Materials Management Planning. This is Alpena County's requirement. Director LaHaie stated that he and Director Kozlowski will take it to Alpena County Board of Commissioners for consideration. Because we don't own the property, we can't secure traditional financing because no one will give us a loan because we are not the owners. The guarantee will need to be provided by the County. NMMMA will need to request that the county to go for the loan on behalf of NMMMA. The request needs to come from the NMMMA Board to the County Board of Commissioners.

Treasurer Smolinski stated that we have two things going on. We have the 2.7 million USDA appropriation that has to come through the county, we will need a resolution that states that the funding will go to NMMMA for implementation of the project. The other item is that we need to have the county on board for the building loan in the amount of \$750,000.00 because we are short that amount. We have exhausted our options. It is in the proforma for the MRF as part of the debt service. The \$750,000.00 that we are borrowing from Closed loop for equipment.

Director Kozlowski stated that the County cannot sell the property because it is part of the Alpena County Airport property.

We can't move forward with the facility without the County's help. Director LaHaie and Director Kozlowski said they will take it to the County board.

Director Skibbe stated we will have to run the water to the site no matter what, since there is no infrastructure.

Treasurer Smolinski asked why did NMMMA choose parcel 20 and could it be a different parcel. Director Kozlowski stated that it started out being a different parcel. Further down there was interference with the airport.

Ms. White, RRS Senior Consultant stated the zoning permit would take some time to make it happen even if it was approved.

Treasurer Smolinski suggested it would be good to have a motion to requesting assistance from County of Alpena for the building loan. We need the County of Alpena to be the guarantor and

that they seek a loan in the amount of \$750,000.00 on behalf of NMMMA. The County of Alpena would have to be the guarantor since they own the land. This will fill the funding gap for the building on parcel 20 for the new MRF.

Moved by Treasurer Smolinski and supported by Director Skibbe to draft and send a letter to the Alpena County Board of Commissioners requesting assistance from the County of Alpena as a guarantor on the building block for parcel 20 for the purposes of the NMMMA Materials Recovery Facility/MRF and authorize the Chairman to sign. Roll call was taken; the following Board Directors were present: Chair Lobert, Vice-Chair Johnson, Treasurer Smolinski, Secretary Ellery-Somers, Director Skibbe, Director Kozlowski, Director LaHaie, Director Thomson, Director Kasubowski, Director Stephan and Director Lucas. Absent: Director Smith and Director Hibner. Motion carried unanimously.

Other counties are depending on us for the Materials Management Planning that include: Alpena County, Alcona County, Montmorency County, Oscoda County, Iosco County and (Presque Isle is still discussing). Each County will receive \$70,000.00 provided by the State to be used for planning, implementation, purchasing bins, etc. There will need to be a discussion on how that is used. Ms. White explained that in terms of collection, if we talk about Iosco for example, they would pay for NMMMA to collect and we could figure out what those fees would be. This would help fund the broader operation.

Discussion was held regarding curb side pick-up down the road.

Moved by Vice-Chair Johnson and supported by Director Kasubowski to receive and file the RRS report as presented. Motion carried by unanimous voice vote.

FACILITY UPDATE

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

*Clean-up Day from May 4, 2024 report on event. He stated that there were a lot of compliments on how organized it was even though we were short staffed. Mr. Mousseau doesn't have any numbers yet he is waiting on count of mattresses, freon units, tires, etc. before he can provide a report. The tires will be picked up tomorrow.

Vice-Chair Johnson stated that we put through 20 more cars this year as compared to last year. Last year there were 279 vehicles and this year there were 299. Treasurer Smolinski reported that we collected \$3,216.00. All of the metal has been sent in but we haven't received a check yet.

Ms. Miller, HOLCIM will get us a weight on the tires instead of counting each tire. Director Skibbe stated that there were a lot of rimmed tires and ag tires that were dropped off as compared to the past.

Director Stephan stated that there were 277 couches and recliners dropped off.

***Electronics Day** is looking good, but Mr. Mousseau is not sure how many employees from the facility will be at electronics day, as he will need employees at the facility as well. Director Skibbe and Vice-Chair Johnson have signs/banners and will be dropped off at the facility to Mr. Mousseau. Treasurer Smolinski instructed Manager Mousseau to contact Shannon at the City to make arrangements for us to borrow barricades and cones. Manager Mousseau will figure it out what we need as far as heavy equipment. We will have our Bobcat there.

***Bin upkeep and maintenance**

Manager Mousseau stated that he, as well as, many of the board members has had several phone calls about the bins being full and trash accumulating. He has been trying to get to the bins and cleaning them up. The truck was broken down and that is why the bins have been filling up and not getting dumped. He tries to get them dumped before they are filled up.

Director Kozlowski attempted to drop off his recycling on two different Saturdays in Sanborn Township and also at Neiman's and all of the bins were chuck full. His car was packed full of recycling. He cares about recycling. People get irritated when they cannot drop off their recycling and the bins are constantly full. It takes more time for the residents to try and recycle.

Manager Mousseau is fully aware of the situation and that when the truck breaks down his back-up plan is to call GFL, but unfortunately, they do not run on Saturdays. He has been getting a lot of complaints about bins being full and the trash being left behind. Treasurer Smolinski explained that we have a budget that we have to live within right now and we can't give Manager Mousseau any additional help. If our truck driver sees a significant mess, she will take pictures and send them to Manager Mousseau and he will either go during work or after work to go and pick the mess up.

Garbage left outside of the bins must be cleaned up or taken to the facility. Manager Mousseau explained that the reason the bins have been full; is that we have limited space at the facility and we don't have the man power.

Ms. White, RRS Senior Consultant inquired about the database and has it been kept up to day. Manager Mousseau hasn't been keeping up with the database over the last week and a half. Ms. White stated that there were 55 collections in April 2024, in 2023 there were 74 collections and in 2022 there were more. Annually the number has been going down. Manager Mousseau commented that when we get our new truck and our new facility these issues will be a thing of the past. Vice-Chair Johnson commented that in prior years when we contracted with Jewels's Disposal, we used to bring in 90+ bins and we've managed, we've done it, we can do it and we have to do better.

***Bin Maintenance**, Manager Mousseau provided an update on bin maintenance. The hinged flaps on some of the bins were not secure and things were falling out. They have now been repaired.

***Paper Shredder**, Manager Mousseau reported that the paper shredder is back at the facility, but it is not hooked up yet. We have to move paper out of the way and find a spot before the shredder can start being used again. Manager Mousseau is going to send out solid boxes of paper to make room.

***Oil spill**, Manager Mousseau informed the board that a customer's truck stalled out and rolled into the oil drums at the facility. It was not a very big spill and it has been cleaned up. Treasurer Smolinski stated in that in the future if an incident occurs' we need to be sure and get contact information. It's possible that some incidents could be turned over to our insurance or the person that caused the incident's insurance.

***Neiman's bin's**-Manager Mousseau reported that the bins that were located at Neiman's have been moved to Northern Light's Arena. Director Skibbe reached out to Omni and F & T Fur Traders they are not interested in having a bin at their locations. Director Skibbe is checking with the Seventh Day Adventist and Big Lots. Vice-Chair Johnson has talked to the Moose Lodge on Werth Road as they may be interested. Further discussion will take place at a future meeting.

***Recent truck damage**-Manager Mousseau reported that there was an accident that occurred at the facility when our truck was backing up and trying to avoid our ramp/loading dock that holds boxes of tin cans. Most of the boxes got destroyed. Some welding needed to be done on the truck to repair it. If the cost of the repairs is over \$250.00, we can turn it in to our insurance as a claim.

***Silver Streak leasing**: Manager Mousseau gave an update that Silver Streak is not interested in working for us as their insurance did not recommend it. Silver Streak did help us out at Clean Up Day by hauling for us. They have also worked for us when GFL wasn't available.

***New truck status** - Treasurer Smolinski informed the board that our new truck should be here next month. She already has the VIN#. When we are a week or so out, we need to submit for the DOT licensing and get it registered. As soon as the numbers are on it, it will be ready to go.

***Clam Shell container recycling**-Treasurer Smolinski has recently talked to Ms. Miller from HOLCIM about them burning clam shell containers. Jeff Scott HOLCIM Plant Manager will check to see if they can get a burn permit to burn them.

***Vertical Baler**-Manager Mousseau reported that they do not have room at the facility currently.

***Shredder repair** -Treasurer Smolinski reported that the paper shredder is back from being repaired; the bill is between \$5,000.00-\$6,000.00. We need to discuss whether or not we go through with the conveyor or not at this time due to our maintenance and repairs budget. We will need to discuss with RRS regarding the viability of it.

*Windshield repair/replacement status-Manager Mousseau reported that the windshield has been ordered, but not repaired. They don't make the windshield for our truck anymore. Larry's Collision can get it for us.

*Old Truck-Treasurer Smolinski stated that we need to talk at the next meeting about what to do with the OLD truck.

Moved by Vice-Chair Johnson and supported by Director Kasubowski to receive and file the Managers report as presented. Motion carried by unanimous voice vote.

Director Thomson left the meeting at 10:39 a.m.

BIN PLACEMENT & MANAGEMENT

Treasurer Smolinski and Vice-Chair Johnson have been working with Manager Mousseau on how to manage the bins in the future. If the truck breaks down, we need to call GFL right away. Currently, we have a huge problem with contamination at our sites. We don't have the funds right now for cameras, internet and surveillance.

Treasurer Smolinski reported that the bin(s) that were located at Neiman's have now been moved to Northern Lights. We now have six bins at Northern Lights. If we have one site that we can manage, we could get a camera system. We recently renewed our insurance and they offer a reimbursable grant program that would pay one half of the cost within a year. Treasurer Smolinski will talk to County IT and/or Steve Shultz from the City of Alpena to see what our options are.

There is a problem with people leaving garbage behind at all of our locations. Treasurer Smolinski would like to have the bin(s) that are located at the high school moved to Northern Lights Arena as well. The thought is to have one location to monitor. Director Skibbe suggested sending a letter to the APS Superintendent David Rabbideau. Treasurer Smolinski offered to call Superintendent Rabbideau first as a courtesy.

Director Skibbe started a conversation with Sheriff Smith and Judge Curtis about the possibility of having a work program. This could be a potential labor force. Director Skibbe is meeting with them tomorrow.

Director Smolinski reached out to the operators at Northern Lights Arena as a courtesy. There aren't problems there if we keep the site well maintained.

Director Kasubowski left the meeting at 10:53 a.m.

Treasurer Smolinski will prepare a press release regarding the location of the recycling bins.

Moved by Director Skibbe and supported by Treasurer Smolinski to move forward with the process of moving the bins from APS to the NLA site and the recycling facility. Motion carried by unanimous voice vote.

Vice-Chair Johnson was notified that we need to update the contact info that is on the bins by adding the recycling facility's email and phone number on them. She will go to Allegra to get this done.

Director Skibbe suggested having a magnetic sign stating the bins are full, so people are aware before getting out of their vehicles.

Vice-Chair Johnson suggested having signage posted on the bins that include the QR code and that if people leave garbage on the ground, they are subject to a fine. We need to try and make it clear that we are serious about this.

Chair Lobert was contacted by the forest service and they want to get rid of some tires and offered to make a donation.

Vice-Chair Johnson suggested contacting Alpena Power Company with a friendly reminder to transport their material to the facility instead of filling up bins.

Chair Lobert stated that he is aware of five blight issues going on that want to funnel the tires and the tires can be dropped off right at HOLCIM.

FINANCIAL REPORTS

Treasurer Smolinski presented the April 2024 financial reports from Alpena County and the March and April 2024 financial reports for NMMMA.

In April the household surcharge brought in \$6,000.00 more than what we budgeted for. The budget should be at 33% on payroll, we are at 35%. These numbers will increase during the summer. Repair and maintenance are up since we had a substantial expense repairing the shredder. We recently got BP fleet card that will allow the driver to go to Blarney Castle which is a little cheaper option for us.

Payment of Invoice to RRS Invoice April Monthly Labor Billings \$4,549.75.

Moved by Vice-Chair Johnson and supported by Secretary Ellery-Somers to approve the financial reports and the RRS invoice-monthly labor billing in the amount of \$4,549.75 to be paid out of the MRF account as presented. Roll call was taken; the following Board Directors were present: Chair Lobert, Vice-Chair Johnson, Treasurer Smolinski, Secretary Ellery-Somers, Director Skibbe, Director Kozlowski, Director LaHaie, Director Thomson, Director Kasubowski, Director Stephan and Director Lucas. Absent: Director Smith and Director Hibner. Motion carried unanimously.

LAND LEASE AGREEMENT WITH ALPENA COUNTY

Treasurer Smolinski presented the Land Lease Agreement with County of Alpena. She worked with Administrator Osmer on language. He was going to follow up with Alpena County Board of Commissioners Chairman Kozlowski. Discussion followed regarding clarifying some language and submitting to the Alpena County Board of Commissioners for approval.

Moved by Treasurer Smolinski and supported by Director Skibbe to recommend that the County of Alpena approves the Land lease with the proposed amendments and recommend approval by the Alpena County Board of Commissioners. Roll call was taken; the following Board Directors were present: Chair Lobert, Vice-Chair Johnson, Treasurer Smolinski, Secretary Ellery-Somers, Director Skibbe, Director Kozlowski, Director LaHaie, Director Thomson, Director Kasubowski, Director Stephan and Director Lucas. Absent: Director Smith and Director Hibner. Motion carried unanimously.

GRANTS AND FUNDRAISING UPDATE

Treasurer Smolinski and Director Gilmet presented to MOA Landfill board and asked for the surcharge. They are still hesitant and there was some push back. They want the new facility to be in place before they provide the surcharge. We are meeting with Elisa Stelzer, RRS Senior Consultant and Diane Rekowski next week. If needed, we will go back to every meeting. The next meeting is June 14, 2024 and Treasurer Smolinski is unable to attend, so Vice-Chair Johnson will attend. They received an update; it is part of our proforma and is required by the state. We need to keep the landfill sustainable for our future and part of that is the recycling program.

Director Skibbe went to ITC and did a presentation-the inclusion of the southern counties, such as Iosco. It started a conversation.

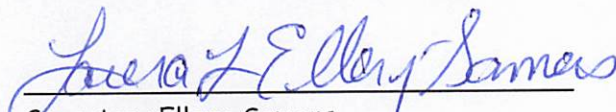
PRESS RELEASE will be sent out to the media requesting volunteers to help with Electronics Day June 1, 2024.

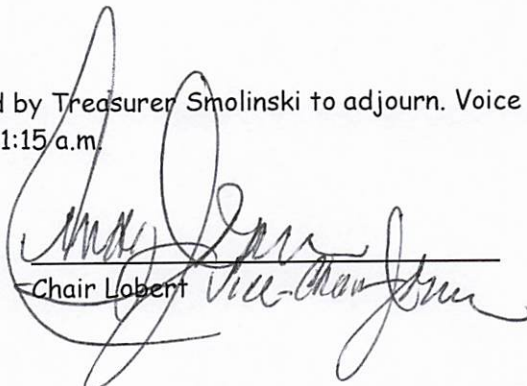
GENERAL UPDATES

Electronics Day June 1, 2024

Next meeting date: June 27, 2024

Moved by Vice-Chair Johnson and supported by Treasurer Smolinski to adjourn. Voice Vote, Motion carried unanimously. Meeting adjourned at 11:15 a.m.


Secretary Ellery-Somers


Chair Lobert