

**Official Proceedings of the
Northeast Michigan Material Management Authority (NMMMA)
July 17, 2025 - 9:30 A.M.**

The Northeast Michigan Materials Management Authority (NMMMA) met in Regular session on Thursday, July 17, 2025, 9:30 a.m. at the Charter Township of Alpena, 4385 US-23 N., Alpena, MI 49707.

Directors Present:	Rachel Smolinski Russ Rhynard Abbi Kaszubowski Bill LaHaie Mary Thomson Julia Silkworth Randy Fairbanks Gary Stephan Don Gilmet	City of Alpena Charter Township of Alpena Charter Township of Alpena County of Alpena Long Rapids Township Maple Ridge Township Ossineke Township Sanborn Township Wilson Township
Directors Absent:	Cindy Johnson John Kozlowski Eric Smith Ron Lucas	City of Alpena County of Alpena Green Township Wellington Township
Others Present:	Bailey Barr Chelsea Meeder Ben Meade	Executive Director Straley Lamp & Kraenzlein, PC AIS Construction
Equipment		
Other(s) via Zoom:	None	

Acting-Chair Smolinski 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:
Acting-Chair/Treasurer Smolinski, Secretary Silkworth, Director Rhynard, Director Kaszubowski, Director LaHaie, Director Thomson, Director Fairbanks, Director Stephan, Director Gilmet. Absent: Chair Johnson, Vice-Chair Kozlowski, Director Smith, and

Director Lucas.

Director Lucas indicated he needed to leave at 11:20 a.m.

ADOPTION OF AGENDA

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

PUBLIC COMMENT

None.

APPROVAL OF CONSENT AGENDA AND MINUTES

Moved by Director Gilmet and supported by Director Thomson to approve the May 29, 2025 Minutes and Consent Agenda. Motion carried by unanimous voice vote.

2024 NMMMA AUDIT BY STRALEY LAMP & KRAENZLEIN, PC

Chelsea Meeder from Straley Lamp & Kraenzlein presented the NMMMA 2024 audit report.

During 2024, the expenses for NMMMA were \$639,659.00 while revenues from all sources totaled \$846,642.00, resulting in an increase of net position of \$206,983.00.

Net position of NMMMA's business-type activities was at \$670,374.00 at December 31, 2024. Unrestricted net position, the part of net position that could be used to finance day-to-day activities, ended the year with a deficit of \$6,168.00, which was an increase of \$98,095.00 from December 31, 2023.

At the end of fiscal year 2024, NMMMA reported capital assets with a historical cost of \$498,455.00 and accumulated depreciation and amortization of \$70,843.00, resulting in net capital assets of \$427,612.00. This reflects an increase of approximately \$316,000.00 from 2023. A new roll-off truck was purchased and entered into a new lease agreement for a piece of land. This resulted in capital asset additions of \$385,429.00, which was offset by \$55,429.00 of depreciation, leading to the increase in capital assets from 2023. As of December 31, 2024, NMMMA has outstanding debt from a line of credit of \$30,000.00 and a lease liability of \$129,601.00. During 2024, NMMMA entered a new lease agreement, resulting in an initial lease liability of \$132,415.00.

NMMMA substantially decreased the deficit of the unrestricted net position in 2024, and it is expected to be fully eliminated in 2025. Straley Lamp & Kraenzlein recommends NMMMA's Board continue to monitor a plan to eliminate the deficit. It is recommended that written documentation of internal controls for all key transaction cycles and financial administrative duties be put into place. The written policies and procedures manuals must be adopted by the Board. A written policy also needs to be put into place concerning Credit Card transactions according to Public Act 266 of 1955. Reviewing statutory requirements and internal needs regarding written policies and procedures are recommended to strengthen the internal control system within the NMMMA.

Moving forward a question was presented by Acting-Chair/Treasurer Smolinski concerning the cost to have the audit done in the future. Chelsea Meeder stated that it depended upon the amount extra hours that would be needed to complete it.

Moved by Director LaHaie and supported by Director Stephan to receive and file the 2024 NMMMA Audit Report by Straley Lamp & Kraenzlein, PC. Motion carried by unanimous voice vote.

FINANCIAL REPORTS

Treasurer Smolinski presented the May and June 2025 financial reports from Alpena County and NMMMA.

May and June 2024 Financial Reports (reports from County Treasurer)

- a) Balance sheet period ending 5/31/25 and 6/30/25
- b) Revenue & Expenditure Report period ending 5/31/25 and 6/30/25

May and June 2025 Financial Reports (from Treasurer Smolinski)

- a) Balance Sheet
- b) Balance Sheet Detail
- c) Budget vs. Actuals General Operations
- d) Budget vs. Actuals New Facility Project
- e) Profit and Loss Detail

Moved by Director Rhynard and supported by Director LaHaie to receive and file the May and June 2025 Financial Reports as presented. Motion carried by unanimous

voice vote.

BOOKKEEPER AGREEMENT UPDATE

Treasurer Smolinski said an agreement with Lindsey Roberts from Radiant Bookkeeping was made at \$60.00 an hour. Treasurer Smolinski stated that she is pleased with her work and would have her come to a Board meeting in the near future to go over everything as we get into construction. Ms. Roberts will check with Executive Director Barr and specifics will be reflected in the July 2025 report. Treasurer Smolinski stated that no motion is needed at this time regarding this matter.

EXECUTIVE DIRECTOR REPORT

Recyclables:

Executive Director Barr presented the sale of recyclables for 2024 and through June of 2025:

2024		2025
Cardboard:	\$42,855.16 / 16 loads	\$21,546.00 / 10 loads
Paper:	\$11,203.99 / 6 loads	\$10,291.00 / 4 loads
Plastic:	\$31,101.00 / 7 loads (3 in December)	\$11,246.00 / 3 loads
Aluminum/Tin	\$8,507.00 / 1 load	Aluminum \$1,307.00 / 1 load
		Tin \$2,638.00 / 1 load
Scrap Metal-No record found		\$3,130.00 / 6 loads
Glass	N/A	\$TBD - 2 loads

Executive Director Barr stated that there is a big market for paper and cardboard and that the value for recycled paper and cardboard would be going up. There is typically one load per month of plastic and it takes awhile to get a load's worth. At this point in time the sale on plastics and metal is at a break-even point but at the new facility it will be better. Aluminum and tin were hauled independently on a pick up truck in 2024 but were a combined load for 2025.

Clover Sales Report:

Executive Director Barr stated that sales from Clover from January through July 14, 2025 were \$29,809.40. Some of the sales categories are unspecified and he stated that a new system would need to be put in place once the new facility opens.

MOA Landfill Hauling:

In 2024, NMMMA spent \$30,000.00 in waste removal using GFL. Through the end of June only \$1,270.00 has been spent. Fuel and personnel is now minimal with this process. Treasurer Smolinski stated that another payment should be received by the end of July 2025.

Glass Recycling Update:

Executive Director Barr stated that the first shipments of glass to Amrize went on June 18th and it went very well. Contamination was minimal. He stated also that the income per bin is \$200.00. Executive Director Barr was working on setting up an ACH account for easier transmission of funds and getting away from checks being written for services.

Bobcat Decision:

A decision to continue leasing the Bobcat for \$480.00 per month was made by the Executive Committee in June 2025. When NMMMA is ready, they can stop the lease with a 30-day notice.

Iosco County Update:

Executive Director Barr had a meeting planned with Allisa and Jamie representing Iosco County on July 17th to discuss ordering of bins, start date, and placement of bins. In previous conversations Bailey stated that four (4) extra bins would be purchased. Discussion of placement of bins was to be discussed. A possible option would be in Oscoda at the Whittemore School. All sites will be fully-manned and instead of making random trips Executive Director Barr would be notified when bins are full. Executive Director Barr said that more information will be available at the August 28th Board meeting.

New Hooktruck Update:

Executive Director Barr stated that the new hooktruck should arrive mid-August. Some welding needed to be finished and presently the hook is in place.

Paper Shredder:

Executive Director Barr presented that the paper shredder is up for sale two places online. He had one inquiry regarding it but the potential buyer needed a shorter belt. The lease on this equipment is already done.

Gravel at Moose Lodge:

Two (2) loads of gravel were put down at Wilson School because the existing area was low and wet. Wilson School paid \$4,600.00 to put cement down over a 20 x 30 foot area. Executive Director Barr is looking for ways to get donations. He stated that Moose Lodge as well as the Township gets good traffic, and that things have been going smoothly.

Moved by Director Kaszubowski and supported by Director LaHaie to receive and file Executive Director Barr's Monthly Report as presented.

Old Business:

EXECUTIVE DIRECTOR PERMISSION TO ACCESS AAACU ACCOUNT

Moved by Director Gilmet and supported by Director Stephan to approve limited access to the NMMMA accounts at the Alpena Alcona Area Credit Union (AAACU) by Executive Director, Bailey Barr including permission to access information on the accounts, and to receive information from the AAACU staff. This includes permission to deposit funds to the accounts held by NMMMA and to withdraw up to \$250.00 per week from the General and MRF accounts.

Roll call was taken: AYES: Acting-Chair/Treasurer Smolinski, Secretary Silkworth, Director LaHaie, Director Kaszubowski, Director Rhynard, Director Thomson, Director Fairbanks, Director Stephan and Director Gilmet. NAYS: None. Absent: Chair Johnson, Vice-Chair Kozlowski, Director Smith and Director Lucas.

New Business:

GREAT LAKES PUP TRAILER

Executive Director Barr presented the need for a pup-trailer for Iosco County. He checked into purchasing a used trailer and discovered that many are outdated and in bad shape. He found a company in Wisconsin named Great Lakes that offered secure trailers with locks on each side. The trailer could be ready in two to three weeks.

Moved by Director Gilmet and supported by Director Rhynard to approve the purchase of a pup trailer with 20% down from Great Lakes Trailers, not to exceed \$50,000.00. Funding for this is in the MRF account.

Roll call was taken: AYES: Acting-Chair/Treasurer Smolinski, Secretary Silkworth, Director LaHaie, Director Kaszubowski, Director Rhynard, Director Thomson, Director Fairbanks, Director Stephan and Director Gilmet. NAYS: None. Absent: Chair Johnson, Vice-Chair Kozlowski, Director Smith and Director Lucas.

FORKLIFT PURCHASE FOR NEW FACILITY

Executive Director Barr presented quotes from Crown for a new forklift for the new facility of \$64,130.00 out the door. He also presented a quote from CAT for \$57,709.00. Ben Meade from AIS Construction Equipment located in Bridgeport, Michigan, presented information about a forklift/material handler with an extended boom, called a Teletruk. AIS also offers service with over 32 million parts available. If ordered by January 1, 2026 the price of \$79,900.00 would be locked in. Delivery would be in April, 2026.

Moved by Director Gilmet and supported by Director LaHaie to approve the purchase of the Teletruk from the AIS Construction Equipment, located in Bridgeport, Michigan not to exceed \$80,000.00 when money is available.

Roll call was taken: AYES: Acting-Chair/Treasurer Smolinski, Secretary Silkworth, Director LaHaie, Director Kaszubowski, Director Rhynard, Director Thomson, Director Fairbanks, Director Stephan and Director Gilmet. NAYS: None. Absent: Chair Johnson, Vice-Chair Kozlowski, Director Smith and Director Lucas.

Director Fairbanks left at 11:15 a.m.

RRS SERVICE AGREEMENT

Moved by Director LaHaie and supported by Director Stephan to approve the RRS Service Agreement as presented with no cap and an hourly rate and extend the contract through December 31, 2025.

Roll call was taken: AYES: Acting-Chair/Treasurer Smolinski, Secretary Silkworth, Director LaHaie, Director Kaszubowski, Director Rhynard, Director Thomson, Director Stephan and Director Gilmet. NAYS: None. Absent: Chair Johnson, Vice-Chair Kozlowski,

Director Smith, Director Fairbanks and Director Lucas.

RFP FOR SORTING EQUIPMENT DRAFT

Executive Director Barr presented he would like to preview other companies that manufacture recycling facilities to view templates and get other quotes before making a decision on the Revolution system.

Moved by Director Gilmet and supported by Director LaHaie to approve Executive Director Barr to issue NMMMA equipment RFP for new MRF so that it fits in with the building. Final will be sent to the Board.

GRANTS AND FUNDRAISING UPDATE

Treasurer Smolinski presented that USDA forms had been sent. An amendment for an extension for funding through EGLE is being processed. Bond money is needed to purchase things moving along. She stated she had not yet heard anything back from the State regarding Grants.

MMP UPDATE

Treasurer Smolinski stated that this item was removed from today's Agenda and there would be an update in August.

GENERAL UPDATES

Next meeting is scheduled for August 28, 2025 at 9:30 a.m.

ADJOURNMENT

Moved by Director Rhynard and supported by Director Gilmet to adjourn. Motion carried by unanimous voice vote. Meeting adjourned at 11:25 a.m.

Director Kaszubowski brought donuts to today's meeting.

Secretary Silkworth

Acting-Chair Smolinski

