Official Proceedings of the

Northeast Michigan Materials Management Authority (NMMMA)
December 17,2024 - 9:30 a.m.

The Northeast Michigan Materials Management Authority (NMMMA) met in Regular session on Tuesday, December 17, 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
	Steve Lappan	Charter Township of Alpena
	John Kozlowski	County of Alpena
	Mary Thomson	Long Rapids Township
	Lenore Kaszubowski	Maple Ridge Township
	Randy Fairbanks	Ossineke Township
	Gary Stephan	Sanborn Township
	Ron Lucas	Wellington Township
Directors Absent:	Bill LaHaie	County of Alpena
	Eric Smith	Green Township
	Don Gilmet	Wilson Township
Others Present:	Bailey Barr	Executive Director
	DJ Droste	EGLE
Others(s) via Zoom:	Ron Liscombe	

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 Lappan, Director Kozlowski, Director Thomson, Director Kasubowski, Director Fairbanks, Director Stephan and Director Lucas. Absent: Director LaHaie, Director Smith and Director Gilmet.

ADOPTION OF AGENDA

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

PUBLIC COMMENT

None.

MINUTES

Moved by Treasurer Smolinski and supported by Director Fairbanks to approve the November 21, 2024 minutes as presented. Motion carried by unanimous voice vote.

BOND COUNSEL MILLER CANFIELD PROCESS & TIMELINE

GRANTS AND FUNDRAISING UPDATE

Bond Counsel Ron Liscombe of Miller Canfield provided an update on the process and timeline for issuing bonds to raise money for the project. There are a couple different steps that we need to go through that involves action by NMMMA board and also will require action from the Alpena County Board of Commissioners. The Authority was established under Act 233 of 1955. What the statute allows for our organization is a Solid Waste Management Authority by several different incorporating municipalities and to raise funds either through issuance of revenue bonds or through the issuance of contract bonds pursuant to which one or more of the incorporating units will pledge its full faith and credit as a type of credit for the bonds. Because we are a new Authority, the market would not likely receive revenue bonds very well because there is an insufficient history of revenues that we can provide to investors, just to show we have the capacity to continue operating and to pay debt service on the bonds. As a result, we would ask the County of Alpena to pledge its full faith and credit, kind of as a co-signer. It is set up, in the event that the County was ever called upon to make the debt service payment, it would be re-paid with from the proceeds from the revenues of the system. There is some risk to the extent, that the County would have to front some money to pay debt service they would always get re-paid from the system revenues.

As a result of that, we would be issuing contract bonds under Act 233 where the authority and the county enter into a financing contract that lays out the perimeter's that they agree to assist with financing under and that would include a debt service schedule for principal payments and then once they actually price the bonds, they would give NMMMA and the County a full debt service schedule. This would include the interest component as well. They don't have the interest to put in the contract up front because they haven't priced the bonds to determine the interest rate is that would be paid by the NMMMA to the investors. In order to do that, the County would have to approve a resolution that approves the financing contract and authorizes a publication with the notice of intent under Act 233 you have to put the taxpayers on notice of the County's intent to pledge its full faith and credit in support of the bonds. It will allow the tax payers 45 days to gather signatures to require a referendum vote on the issuance of the bonds. This is very rare.

The next step is to present this to the Alpena County Board of Commissioners and asking for their approval for the contact at their January 14, 2025 meeting. The date of the publication starts a 45-day referendum period, it only needs to be published once, but we do give everyone 45-days to gather signatures. Once the notice of intent is published, we could then publish, if we are going to sell bonds and we will defer to the Authorities financial advisors which is MFCI - Michigan Focused Municipal Advisors. There are 3 methods functionally that we could sell the bonds. The first is through a private placement through a local bank if we could get the best rate through a private transaction with the bank. The second would be through a negotiated public sale, we would select an underwriter upfront and rely on them to market the bonds to investors. The third method is through a competitive sale where we publish a notice of sale that lays out the perimeters and the rating and then a sale date that different underwriting banks would submit their bid for the true interest cost on the bonds. The competitive sale process has some benefits to it, but you do loose some flexibility because under Michigan Law the notice of sale has to be published at least 7 days prior to the sale. The sale date is set at that time. If there are fluctuations in the market where you want to put off pricing or move up pricing based on supply of municipal paper that is coming on the market, projected of demand. You want lower supply coming in and more demand so the banks are competing against each other to get you the lowest interest cost. There are different pros and cons depending on the types of sale.

The action that our board should take is to approve a bond authorizing resolution that would also approve the financing contract with the County.

We will need to get bids in so we will know the cost of the project before approving the bond authorizing resolution in February.

We could likely close the very end of March or beginning of April when we have cash on hand to finance the project. One of the timing issues is that we need to make sure the contractors hold the bid until the pricing date, so we know the sale will occur so that we know there will not be any Problems actually raising the money for us. We need to include in the RFP for construction bids, we would ask that the bids are held for the anticipated pricing date.

A Resolution approved by County and NMMMA would establish the perimeters that would approve certain authority officers to approve the final sale within the perimeters, maximum interest rate, maximum maturity, and maximum PAR amount. These are the primary perimeters that we would be approving.

Treasurer Smolinski asked Mr. Liscombe to put together a timeline of what we are asking from the County and she will provide it to the Chairman of the Alpena County Board of Commissioners for their meeting.

Treasurer Smolinski stated in order for us to meet the requirements we will need to publish the Articles of Incorporation and Resolutions. She received a quote from The Alpena News in the amount of $5,016.62. to be paid out of the MRF fund. We can be reimbursed through the bond proceeds. This is a requirement for the bonds.

A meeting will be scheduled between Miller Canfield, County Board Chairman and others, County Administrator and NMMMA members to make sure we have all of our bases covered. We also need to submit an attorney's opinion to USDA Rural Development.

Moved by Treasurer Smolinski and supported by Secretary Ellery-Somers to approve the publishing of the Articles of Incorporation and Resolutions from the member entities of NMMMA. and publishing of the 2 pages and the affidavit to be paid for out of the MRF fund in the amount of $5,016.62 for one day.

Roll call was taken: AYES: Chair Johnson, Treasurer Smolinski, Secretary Ellery-Somers, Director Lappan, Director Kozlowski, Director Thomson, Director Kasubowski, Director Fairbanks, Director Stephan and Director Lucas. NAYS: None. Absent: Director LaHaie, Director Smith and Director Gilmet. Motion carried unanimously.

ALLOCATIONS FOR CLEANUP AND ELECTRONICS EVENT COMBINATION

GRANTS AND FUNDRAISING UPDATE

Discussion was held regarding which municipalities have allocated funds for the 2025 Cleanup and Electronics Event. Treasurer Smolinski stated that if any municipality needs an invoice to please contact her.

FINANCIAL REPORTS

Treasurer Smolinski reported that there will not be any financials from our bookkeeper as she has been out of the office. There will be November and December financials presented at the January meeting. The reports from the County Treasurer were included for November.

Moved by Director Kasubowski and supported by Director Stephan to approve the financial reports as presented. Motion carried by unanimous voice vote.

2025 PROPOSED BUDGET

Treasurer Smolinski and Executive Director Barr presented the 2025 Proposed Budget. April of 2022 was when we had first financials for NMMMA.

Moved by Secretary Ellery-Somers and supported by Director Lucas to approve the 2025 Proposed Budget as presented.

Roll call was taken: AYES: Chair Johnson, Treasurer Smolinski, Secretary Ellery-Somers, Director Lappan, Director Kozlowski, Director Thomson, Director Kasubowski, Director Fairbanks, Director Stephan and Director Lucas. NAYS: None. Absent: Director LaHaie, Director Smith and Director Gilmet. Motion carried unanimously.

AAACU ACCOUNT

Treasurer Smolinski informed the board that we need to remove prior manager Stanley Mischley as a user through AAACU account.

Moved by Director Fairbanks supported by Vice-Chair Kozlowski to remove former manager Stanley Mischley as a user through Alpena Alcona Area Credit Union.

Roll call was taken: AYES: Chair Johnson, Treasurer Smolinski, Secretary Ellery-Somers, Director Lappan, Director Kozlowski, Director Thomson, Director Kasubowski, Director Fairbanks, Director Stephan and Director Lucas. NAYS: None. Absent: Director LaHaie, Director Smith and Director Gilmet. Motion carried unanimously.

PERMITS

Executive Director Barr commented on having a Digital log for residential and business "Permits". There is a lot of room for improvement and will bring back various options.

FREON

Executive Director Barr has reestablished a partnership with Weinkauf Plumbing & Heating to remove freon from equipment. We can then scrap it. A freon log is now in place that is required by the state. One tab residential and the other tab business. Weinkauf Plumbing & Heating will charge us the hourly rate and we will get rid of the freon. We have three holding tanks for three different types of freon. Weinkauf Plumbing & Heating will come and extract the freon. Weinkauf Plumbing & Heating offered give us all of their scrap metal if we provide them a bin.

CDL DRIVER LOG

Executive Director Barr informed that board that a CDL driver daily log is now being kept. The state requires a log that includes tracking of mileage and hours for each diver. We have one main driver and three are subcontractors.

SAMARA DRIVER CAMERA

Executive Director Barr presented information for Samara Driver Camera Electronic Fleet Management. The cost is $2,000 for 3 years after that there is a monthly subscription. It will track hard breaking and acceleration. We may get a discount from our insurance. The camera is front view facing, will have a running tally, provides driving coaching, and has potential alerts.

It can provide more efficient routes. Routes can be planned out for the day to pick up bins, and track mileage. We need annual records for the state.

Moved by Secretary Ellery-Somers and supported by Treasurer Smolinski to approve the Samara Electronic Fleet Management Driver Camera in the amount of $2,000 as presented.

Discussion followed and Director Lappan suggested that we get further information and the monthly cost.

Motion by Secretary Ellery-Somers and supported by Treasurer Smolinski to withdraw the motion. Voice vote to withdraw the motion. Motion carried by unanimous voice vote.

CONSTRUCTION MATERIALS /GFL BINS ONSITE

Executive Director Barr stated that we are no longer taking construction material. He proposed removing one of the two GFL bins that are onsite. We are currently paying $400.00 Monthly and $850.00 every time they come empty.

NLA PARTNERSHIP

Executive Director Barr met with the Jeremy Winterstein of Northern Lights Arena Manager to talk about a partnership with all of the bins located there. Mr. Winterstein requested that the bins be place a plows width apart so plowing can be done between every bin. Executive Director Barr has been working with the drivers to keep them informed. Mr. Barr also stated the he discussed with Mr. Winterstein that if there was anything else he needed such as time or compensation to stay in communication with him. Mr. Winterstein stated to Mr. Barr that in the future a pad and a fenced in area would be great because it is pretty hard on the current concrete out there. This will be discussed again in the Spring.

CLEANUP AND ELECTRONIC EVENT

Executive Director Barr Cleanup and Electronics Event-update. Manager Mousseau provided Executive Director Barr with a contact list of vendors that work with us annually. We are going to cut a cost as far as using a towing company to haul the skid steer. He will bring it himself. He has a big enough trailer to haul it.

SAFETY LIGHTS AT FACILITY
OMEGA ELECTRIC

Executive Director Barr informed the board that only one of the six lights work in the interior of the facility. Omega Electric provided a quote for (4) LED lights in the amount of $2,300.00. Alpena Power Co. will give us $350.00 rebate after they are installed for converting to LED-SENSOR lights. There are two for exterior lights that do not work either. He recommended replacing both of the exterior lights.

Moved by Director Stephan and supported by Director Kasubowski to purchase (4) LED interior and exterior lights for the facility in an amount not to exceed $3,000.00. A budget adjustment will need made within the 2025 budget (facility repairs and maintenance 2025).

Roll call was taken: AYES: Chair Johnson, Treasurer Smolinski, Secretary Ellery-Somers, Director Lappan, Director Thomson, Director Kasubowski and Director Stephan. NAYS: Director Kozlowski, Director Fairbanks and Director Lucas. Absent: Director LaHaie, Director Smith and Director Gilmet. Motion carried.

SKID STEER NEW TIRES

Executive Director Barr reported that we need new hard rubber tires for our skid steer. He found four (9-inch tires) in North Carolina that includes the wheel and the rim in the amount of $2,500.00 and includes shipping. Chad LaCross offered to put the tires on for $50.00 each. The total $2,700.00 will be paid out of the General Equipment and Maintenance general ledger number.

Moved by Director Lucas and supported by Director Lappan to approve the purchase of four (9-inch tires) that included shipping in the amount of $2,500.00 and labor to put the tires on at $50.00 each. The total $2,700.00 will be paid out of the General Equipment and Maintenance general ledger number.

Roll call was taken: AYES: Chair Johnson, Treasurer Smolinski, Secretary Ellery-Somers, Director Lappan, Director Kozlowski, Director Thomson, Director Kasubowski, Director Fairbanks, Director Stephan and Director Lucas. NAYS: None. Absent: Director LaHaie, Director Smith and Director Gilmet. Motion carried unanimously.

MMP MATERIALS MANAGEMENT PLANNING COMMITTEE

Discussion was held that we need to appoint a NMMMA representative on the MMP Materials Management Planning Committee. Rachel Smolinski was already appointed as the City of Alpena Representative.

Moved by Director Kasubowski and supported by Treasurer Smolinski to appoint Chair Johnson as the NMMMA representative on the MMP Materials Management Planning Committee. Motion carried by unanimous voice vote.

CENTER BID SPECS

Treasurer Smolinski explained that we need an RFP and Bid Specs for MRF site construction. Huron Engineering will issue and accept the RFP's and bids on behalf of NMMMA.

Moved by Treasurer Smolinski and supported by Director Stephan to authorize the Executive Committee authority to finalize the RFP and direct Huron Engineering to issue them. Motion carried by unanimous voice vote.

GENERAL UPDATES

Holiday gift items were discussed for the employees. NMMMA members contributed money and Director Stephen provided gift certificates for Connie's Café.

Next meeting date: January 23, 2025

ADJOURNMENT

Moved by Director Kozlowski and supported by Treasurer Smolinski to adjourn. Voice Vote, Motion carried unanimously. Meeting adjourned at 10:53 a.m.

Secretary Ellery-Somers

Chair Johnson