



Mid Michigan Waste Authority Executive Committee Meeting Minutes

9:30 am – March 23, 2017
MMWA Office – 2063 S Miller Rd/James Twp

Following are the minutes of the regular meeting of the Executive Committee of the Mid Michigan Waste Authority (Authority), a Michigan Municipal Corporation, located in Saginaw County, Michigan, held on Thursday, March 23, 2017, at the Mid Michigan Waste Authority office, James Twp, Michigan, pursuant to written notice served on the members of the Authority and in compliance with the Open Meetings Act.

I. Welcome and Public Comment

Chair Grunwell called the meeting to order at 9:32 am. Public comment solicited – no public in attendance.

II. Member Attendance Roll

8 present – quorum achieved

Members Present

Village of Birch Run/P. Moore		City of Saginaw/P. Karwat
Brant Twp/P. Cooper		Saginaw Twp/S. Grunwell
Carrollton Twp/M. Pilkington		Thomas Twp/R. Taylor
Jonesfield Twp/L. Tibbits		City of Zilwaukee/J. Zittel

Members Absent

Tittabawassee Twp/T. Metiva		
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Staff / Guests / Public

Staff: K. Tessin/Administrative Director; M. Johnson/Customer Service Representative; K. Guinn/Customer Service Representative; no public or guests in attendance.

III. Review Minutes and Other Information

A. Approve Meeting Minutes

The revised minutes of the January 26, 2017, MMWA Executive Committee meeting were provided.

Motion by Thomas Twp/Taylor, seconded by City of Zilwaukee/Zittel, to approve the January 26, 2017, meeting minutes as presented.

Passed unanimously

IV. Financial Information Review and/or Approval

A. MMWA 2016 YTD Expenses

Tessin is reviewing the draft 2016 audit by Berthiaume & Company, which will likely be presented at the May Executive Committee meeting, with approval at the June Board of Trustees meeting. A spreadsheet showing the YTD total expenses compared to the expected budget was provided and discussed. Tessin noted that MMWA ended the year at 91% of its proposed budget, and at nearly 100% for collection services. The fuel supplement was not triggered.

B. MMWA 2017 YTD Expenses

February member bills should arrive shortly. In February, the recyclables processing cost was \$27/ton compared to approximately \$67/ton a year ago. City of Saginaw/Karwat thanked Tessin for ensuring the Authority receives the 1% collection services rebate.

V. Program Items: Information &/or Approval

A. MMWA Member Communities Agreements Update

Tessin stated that she has been working with Dave Meyer/Smith Bovill, P.C. on the membership agreement updates. The Authority needs to work with members to get amended and restated contracts signed, along with a resolution. At committee suggestion, Tessin will ensure that a concise memo from David Meyer outlining MMWA's next steps will be sent to members, and then copies of the documents would be sent out one week before the board meeting, with an expected return date of July 1. Tessin and Chair Grunwell agreed that if a municipality needs the presence of someone from the Authority to attend a municipal meeting to help explain the process, someone could be there. The next phase will focus on reviewing MMWA's Articles of Incorporation and Bylaws.

B. Programming/Public Outreach Committee Report

The Programming Committee has not met; no report.

C. Personnel Committee Report

The Personnel Committee has not met; no report.

D. Finance Committee Report

The Finance Committee has not met; no report. Tessin reported that MMWA has received the \$12,000 annual payment from Waste Management for public education. Tessin would like the Finance Committee to meet in the next three to four months to discuss what to do with the rebate monies and to consider how the Authority's bill-paying process can be streamlined while maintaining appropriate controls and oversight.

VI. Program Items: Information &/or Approval

A. MMWA 2017 Proposed Special Waste Schedule

Tessin explained that while the number of HSW events proposed has been reduced from 23 to 20, the program has been expanded to begin one month earlier this year. The Saginaw County Department of Public Health (SCDPH) will only provide one person this year; last year they provided two workers. Karwat asked how much the Authority receives from the Saginaw County Solid Waste Fund. Tessin stated that the SCSWF provided the Authority with \$121,318 for 2017. She explained that we have not yet received the funds from the SCSWF or any information related to the FY 2018 budget. Zittel and Karwat shared that Doug Bell from the Saginaw County Metropolitan Planning Commission has retired. Tessin stated that MMWA will use SVRC Industries again for e-waste collection, and the organization will again take materials, including CRT televisions and monitors, free of charge for residents. ERG Environmental will again be MMWA's hazardous waste material collection and disposal vendor. Both contracts will need to be approved by MMWA's Board of Trustees at the April meeting.

Motion by Thomas Twp/Taylor, seconded by City of Saginaw/Karwat to approve MMWA's 2017 Special Waste Drop Off Day schedule as presented and recommend to the Board approval of the ERG and SVRC contracts.

Passed unanimously

B. Report from MMWA Community Engagement Officer

Tessin stated that April 22 is Earth Day at the Children's Zoo. The first 400 families with a recyclable bottle will get in free. The projected launch date for the new website is April 19, 2017.

MMWA has applied for an education grant through the Michigan Department of Environmental Quality, which is awarding up to \$250,000 to municipalities, authorities, and organizations statewide. The proposed project would take place over a four-month pilot period and would involve 14 communities. The project features a change to the way recycling drivers are providing curbside education to residents – using redesigned education stickers instead of the current orange stickers. A recycling recognition sticker will be used to compliment residents for good recycling behavior. Both stickers will also encourage the use of a 45-gallon for recycling. The project also includes billboards focusing on the use of 45-gallon cans. Tessin stated that even if MMWA does not receive the grant, she would recommend that the Executive Committee approve going forward with the project, with the education money from WM.

Tessin shared that she visited the TDE compost facility on February 22 to see the improvements that have been made to the site. She explained that the enhancements include an increased entry area and crushed cement on the ground for sturdiness.

Brian Burke, MDEQ’s regional recycling representative for the mid-Michigan area, has inquired whether MMWA would be interested in joining with neighboring counties for a public-private partnership to build a Materials Recovery Facility (MRF). Members indicated that there is no interest in undertaking such a large-scale project.

VII. Other

A. Member/Staff/Other - Approve Closed Meeting Minutes

The minutes of the Closed Session of the January 26, 2017, MMWA Executive Committee meeting were provided separate from the meeting packet.

Motion by City of Zilwaukee/Zittel, seconded by Village of Birch Run/Moore, to approve the January 26, 2017, Closed Session meeting minutes as presented.

Passed unanimously

B. Next Board Meeting: 9:30 am, Monday, April 10, 2017 @ Thomas Twp Public Safety Bldg

C. Next Executive Committee Meeting: 9:30 am, Thursday, May 18, 2017 @ MMWA

VIII. Adjourn

Motion by City of Zilwaukee/Zittel, seconded by Carrollton Twp/Pilkington, to adjourn the meeting at 10:25 am.

Passed unanimously

Submitted by: Katharine Tessin/Administrative Director _____