



Mid Michigan Waste Authority
Executive Committee Meeting Minutes

9:30 am – November 17, 2022
Thomas Twp Public Safety Building 8215 S Shields Dr/Thomas Twp

Following are the minutes of the Executive Committee of the Mid Michigan Waste Authority (Authority), a Michigan Municipal Corporation, located in Saginaw County, Michigan, held on Thursday, November 17, 2022, at the Thomas Twp Public Safety Building, Thomas Twp, Michigan, pursuant to written notice served on the members of the Authority and in compliance with the Open Meetings Act.

I. Welcome

Chair Taylor called the meeting to order at 9:34 am.

II. Member Attendance Roll

6 present – quorum achieved

Members Present

| | | |
|---------------------------|--|-------------------------------|
| Brant Twp/P. Cooper | | Thomas Twp/R. Taylor |
| City of Saginaw/P. Karwat | | Tittabawassee Twp/T. Metiva |
| Saginaw Twp/D. Gotham | | City of Zilwaukee/M. Bourbina |

Members Absent

| | | |
|-------------------------------|--|----------------------------|
| Village of Birch Run/P. Moore | | Frankenmuth Twp/T. Hildner |
| City of Frankenmuth/B. Smith | | |

Staff / Guests / Public

Staff: K. Tessin/Administrative Director; S. Thayer/Assistant Administrative Director; D. Reams/WM, J. Reynolds/WM; S. Boefel/US Ecology Systems

III. Public Comment:

Public comment solicited – No comment.

IV. Review Minutes and Other Information

A. Approve September 13, 2022, Special Call Executive Committee Meeting minutes

Motion by Saginaw Twp/Gotham, seconded by Tittabawassee Twp/Metiva, to approve the September 13, 2022, Special Call Executive Committee Meeting minutes

Passed unanimously

B. Approve June 30, 2022, Special Call Executive Committee Closed Session Meeting minutes

Motion by Tittabawassee Twp/Metiva, seconded by Saginaw Twp/Gotham, to approve the June 30, 2022, Special Call Executive Committee Closed Session Meeting minutes.

Passed unanimously

C. Approve July 19, 2022, Special Call Executive Committee Closed Session Meeting Minutes

Motion by Tittabawassee Twp/Metiva, seconded by City of Saginaw/Karwat, to approve the July 19, 2022, Special Call Executive Committee Closed Session Meeting Minutes.

Passed unanimously

V. Financial Information Review and/or Approval

A. 2022 YTD Financial Information

Tessin explained that MMWA's financials are simple as 95% of funds are directly related to the provisions of solid waste services. The 2022 estimates were established in 2019 when MMWA was evaluating continuation of the curbside recycling program and needed estimated costs for 2020-2022 as part of that decision making. Tessin advised that the overall costs for FY 2022 YTD are under budget although specific elements may be at or over the original line item estimates such as landfill disposal and yard waste composting. Others, such as recyclables processing and transporting and the fuel supplement, are under as those items were estimated at the maximum potential cost.

The remaining 5% of estimates is broken down into admin and programing. That combined number is historically under budget and is projected to be right around the estimated number for full year FY 2022.

Motion by Brant Twp/Cooper, seconded by Tittabawassee Twp/Metiva to approve the 2022 YTD Financial information.

Passed unanimously

B. MMWA Fiscal Year 2021 Audit

Tessin explained that MMWA's fiscal year is a calendar year. Given the RFP process, the Audit was held for review until now. The Audit was completed in June, submitted on time and there were no exceptions.

Tessin reviewed the Comparative Detailed Schedule of Operating Revenues (page 18) explaining those figures represent the actual costs to each member community. She also explained the sources of Program revenue and Other revenue. She then reviewed the Statement of Revenues, Expenses and Change in Fund Net Position (pages 8-9). City of Saginaw/Karwat asked for clarification that operating revenues is what member communities pay to MMWA which Tessin confirmed.

A discussion about Member Deposits is planned for the January Executive Committee meeting. Member Deposits were intended to cover one month's average costs for that member community and have not been adjusted since 2010. New contracts effective in 2016 and 2020 included significant cost increases. MMWA intends to utilize the one percent rebate funds to increase Member Deposits. With the ability to forecast solid waste estimates out ten years, MMWA can estimate the necessary Member Deposit amounts going forward including any projected differences.

Taylor asked Tessin to have a representative from MMWA's auditor, Berthiaume & Co, attend the Board of Trustees Annual meeting in December.

Motion by Bourbina/City of Zilwaukee, seconded by City of Saginaw/Karwat, to recommend approval of MMWA's 2021 Audit to the Board of Trustees.

Passed unanimously

VI. Organizational/Administrative Items Information and/or Approval

A. Executive Committee Slate

Taylor advised that Village of Birch Run/Moore, currently MMWA's Treasurer, will remain a Trustee but, beginning in 2023, will no longer serve on the Executive Committee. This creates an opening on the Executive Committee and for Treasurer. Saginaw Twp/Gotham asked what duties are entailed as Treasurer. Tessin explained primarily reviewing MMWA's monthly check authorization adding that to date formal responsibilities have not been defined. MMWA's accountant is RBF.

Motion by Tittabawassee Twp/Metiva, seconded by City of Saginaw/Karwat, to approve the 2023 Executive Committee Slate including Saginaw Twp/Gotham as Treasurer and adding Richland Twp/Grose.

Passed unanimously

B. 2023 Meeting Schedule

Motion by Brant Twp/Cooper, seconded by City of Saginaw/Karwat, to approve the 2023 Meeting Schedule.

Passed unanimously

C. Update 2023 Solid Waste Services Agreements

Tessin stated that just that morning she received the last of the signed member agreements from MMWA's 34 member communities. Once Chair Taylor has signed, copies will be emailed to each municipality. Both the TDE and Priority Waste agreements have been signed and the WM agreement is in process.

Tessin and Thayer visited Priority Waste's new offices and noted they are very impressive. The Priority Waste team will be coming to the MMWA offices in December to customize the MMWA portal.

MMWA is developing Richland Twp's recycling calendar with the change in service day from Thursday to Tuesday. MMWA is also working on every other week (EOW) recycling calendars for Brant Twp and St. Charles Twp. Each Twp with EOW recycling will receive a customized recycling calendar. MMWA is also developing a Cart FAQ which will also be customized for each municipality depending on their services. MMWA is focused on ensuring consistency in all public communication pieces.

VII. Program Items Information and/or Approval

A. Saginaw County Sheriff Department Honorarium for HSW events

Tessin advised that while the Saginaw County Sheriff's Department has been providing onsite security and traffic management for a while, MMWA has not yet acknowledged those services with an honorarium. The current customary figure is \$20 per person/per hour. Taylor recommended \$2,000 for the last two years.

Motion by City of Saginaw/Karwat, seconded by City Zilwaukee/Bourbina, to approve the \$2,000 honorarium to the Saginaw County Sheriff Department.

Passed unanimously

B. 2023 HSW Drop Off Schedule

Tessin explained that from five all in one drop off events in 2022, MMWA brought in almost the same number of cars and tonnage as compared to the six all in one drop off events held in 2021.

Tessin explained MMWA pays a fixed cost for each event which includes labor, transportation and packing supplies. Variable costs come from the amount and composition of the collected tonnage such as latex paint, oil based paint, electronics, automotive fluids and mercury.

Tessin explained that the household hazardous waste handling industry has experienced a decrease in the number of companies in Michigan that provide the service. Utilizing the EGLE HSW provider list MMWA emailed requests for pricing to several vendors and received responses from Clean Harbors and US Ecology. When compared to the proposal from MMWA's long time HSW provider, ERG, the pricing from those two was much higher. Tessin advised that MMWA should receive approximately \$100K from the Saginaw County Solid Waste Fund in FY 2023. Given the increasing costs for the program, Taylor recommended delaying approval of the proposed HSW event schedule until January and tasked Tessin and Thayer with researching programs in other communities including potentially charging participants a fee. Tessin stated that five dates are currently planned with ERG and ERG should be able to hold them for MMWA until January.

C. Holiday Light Recycling Drive Update

Thayer stated that the Holiday Light Recycling Drive began Tuesday, November 15th and will run through January 15, 2023. This year there are 18 locations participating compared to 14 locations in 2021. Signage and containers have been delivered to each location. Thayer said that for member communities that have selected carted service with WM, sample carts have been delivered for use as light drop off containers to show residents what carts look like, a 2 for 1.

VIII. Closed Session

Brant Twp/Cooper made a motion to enter close session under MCL 15.268 Section 8 1A to consider the periodic personnel evaluations of MMWA staff.

Motion by Brant Twp/Cooper, seconded by Saginaw Twp/Gotham, to enter into closed session.

Passed by Roll Call

Brant Twp – Yay
Saginaw City – Yay
Saginaw Twp – Yay
Tittabawassee Twp – Yay
Thomas Twp – Yay
City of Zilwaukee – Yay

Closed session entered into at 10:31 am.

Motion by City of Saginaw/Karwat, seconded by Tittabawassee Twp/Metiva to exit closed session at 11:15 am.

Passed unanimously

Motion by Tittabawassee Twp/Metiva, seconded by City of Saginaw/Karwat to approve the compensation recommendations.

Passed unanimously

IX. Next Scheduled MMWA Meetings

A. Next Board Meeting: 9:30 am, Monday, February 13, 2023 @ Thomas Twp Public Safety Bldg.

B. Next Executive Committee Meeting: 9:30 am, Thursday, March 23, 2023 @ Thomas Twp Public Bldg.

Adjourn

Motion by Brant Twp/Cooper, seconded by Tittabawassee Twp/ Metiva, to adjourn the meeting at 11:19 am.

Passed unanimously

Submitted by: Katharine Tessin/Administrative Director _____