



## Mid Michigan Waste Authority Board of Trustees Meeting Minutes

9:30 am – February 13, 2023

Thomas Twp Public Safety Building – 8215 Shields Dr/Thomas Twp

The following are the minutes of the Annual meeting of the Board of Trustees of the Mid Michigan Waste Authority (Authority), a Michigan Municipal Corporation, located in Saginaw County, Michigan, held Monday, February 13, 2023, at the Thomas Township Public Safety Building, Saginaw, Michigan, pursuant to written notice served on the members of the Authority and in compliance with the Open Meetings Act.

### I. Call to Order

Chair Taylor called the meeting to order at 9:31 am.

### II. Pledge of Allegiance

### III. Member Attendance Roll

24 present – Quorum Achieved

#### Members Present

Birch Run Twp/R. Letterman		Kochville Twp/A. Malesky
Blumfield Twp/K. Huber		Lakefield Twp/J. Schmidt
Brady Twp/P. Goodrich		Maple Grove Twp/K. Yaros
Brant Twp/P. Cooper		Village of Merrill/D. Wenzel Alt
Bridgeport Twp/M. McGregor		Richland Twp/R. Grose
Buena Vista Twp/D. Fairris		City of Saginaw/P. Karwat
Carrollton Twp/D. Sumption		Saginaw Twp/D. Gotham
Chapin Twp/B. Radabaugh		Swan Creek Twp/S. Golden
Chesaning Twp/K. Hornak Alt		Thomas Twp/R. Taylor
Frankenmuth Twp/T. Hildner		Tittabawassee Twp/T. Metiva
Fremont Twp/D. LaClair		Wheeler Twp/J. Rohde
James Twp/E. Hak		City of Zilwaukee/M. Bourbina

#### Members Absent

Albee Twp/J. Wasmiller		Jonesfield Twp/S. Foye
Bethany Twp/B. Devine		Marion Twp/S. Goschka
Village of Birch Run/P. Moore		Village of St. Charles/H. Aue
Village of Breckenridge/C. Seeley		St. Charles Twp/D. Ackerman
City of Frankenmuth/B. Smith		Spaulding Twp/E. Masters

#### Staff / Guests / Public

Staff: K. Tessin/Administrative Director; S. Thayer/Assistant Administrative Director; R. Kiessling/Birch Run Twp; M Weaver/Carrollton Twp; B. London/City of Saginaw; B. Miller/Cascade Cart Solutions; V. Hoyumpa/Priority Waste A. Kruse/Priority Waste; M. Long/Priority Waste; S. Charboneau/WM; D. Reams/WM, J. Weiss/WM; S. Boetel/US Ecocycle Systems;.

#### IV. Public Comment

Public comment solicited – No public comment.

#### V. Review Minutes and Other Information

##### A. Approve Meeting Minutes

The minutes of the December 12, 2022, MMWA Board of Trustees meeting were provided in the meeting packet.

*Motion by Chesaning Twp/Hornak, seconded by Tittabawassee Twp/Metiva, to approve the December 12, 2022, MMWA Board of Trustees meeting minutes as presented.*

*Passed unanimously.*

#### VI. Financial Information review and/or Approval

##### A. 2022 YTD Financial Information

Tessin reviewed the 2022 simple financials spreadsheet included in the meeting packet. Tessin reminded members the budget was originally forecasted in the summer of 2019 when MMWA was evaluating continuation of the residential curbside recycling program. MMWA's financials break down into two buckets. The first bucket, comprised of solid waste services at contracted rates, came in at 99.17% of estimate. Landfill and composting costs exceeded estimates and recyclables processing and transloading and the fuel supplement were less than estimated. The second bucket, comprised of admin and programming expenses, came in at 101.98% of estimates. In total, MMWA came in at 99.28% of estimates. Tessin reminded the Board that in 2022 MMWA incurred \$30,000 in legal expenses due to the RFP process. Tessin advised members work on the 2022 Audit has begun. Tessin noted that, at the direction of the Executive Committee, she was investigating how to improve the return on MMWA's funds. Tessin has requested a proposal from Frankenmuth Credit Union and will reach out to Isabella Bank, MMWA's current vendor, for an updated proposal.

*Motion by Tittabawassee Twp/Metiva, seconded by City of Zilwaukee/Bourbina, to approve the 2022 YTD Financials as presented.*

*Passed unanimously.*

#### VII. Organizational/Administrative Items: Information &/or Approval

##### A. Update WM Cart Service Implementation with Guest Speaker Brian Miller from Cascade

Tessin introduced Brian Miller, the project manager from Cascade Cart Solutions handling the MMWA roll out. Miller stated Cascade was starting production of MMWA carts on Wednesday of this week as Cascade needs two months of lead time. WM and Cascade have identified four staging areas that will operate simultaneously: WM Findley Rd, Tittabawassee Twp Hayes Park, Saginaw Twp LeFevre Bowling Alley and the Brady Twp Hall. A space specific to Thomas Twp will be needed for their delayed roll out.

Miller walked members through some logistics. 53-foot trailers will deliver large loads of carts to the staging areas one to two times a day. Those carts will be unloaded and then reloaded in smaller lots onto box trucks. Carts will have final assembly on the box truck including placement of cart literature. A runner will place both a trash and recycling cart at each address where the resident should place them for collection and scan the carts for immediate tracking. Miller anticipate delivery of between

8,000-10,000 carts a week with the project expected to take approximately 6-8 weeks in total. Carts will be delivered from 7:00 am until 5:00 pm six days a week Monday through Saturday. Miller also stated that if a resident comes out and denies the carts Cascade won't deliver. Tessin thanked Brian Miller for coming and walking MMWA through the process of cart distribution.

Tessin advised members that MMWA is planning to reach out to each community to establish a single point of contact for each community's website to ensure consistent communication. MMWA's communication plan includes seven touch points. The first was the FAQ sent to each municipality, followed by postcard one, postcard two, municipal outreach, cart literature, MMWA's social media and outgoing phone message. Tessin explained written materials will include a QR code for residents to scan which will take them to MMWA's homepage. MMWA will have a pop up notice about carts, which will direct them to a new, detailed recycling and trash cart page. MMWA will begin processing credit cards for cart payments so residents can go through MMWA, not WM, to order additional carts.

## **B. Update Priority Waste Solid Waste Services Implementation**

Tessin advised that 11 member communities representing approximately 26,000 households selected Priority Waste as their hauler. Tessin stated that while MMWA did expect some issues, the first week of service did not go well. That first week, MMWA had 1,000 Priority service tickets concentrated primarily in the City of Saginaw, Brant Twp and Birch Run Twp with issues also in Richland Twp and Blumfield Twp. To accommodate the high service ticket volume that first week the MMWA office opened early, stayed late, cut lunches, and opened on Saturday. Tessin explained that in a typical month MMWA does not generate that many service tickets for all 69,000 households. Priority's explanation was that they had a glitch in their electronic routing and some staffing issues. MMWA and Priority have had several meetings covering various service issues. Priority has stated it is going to start implementing electronic routing going forward. They will test it a few routes at a time so any other glitches can be identified. An interim portal was developed by Priority for use until the planned customer service portal is available. Communication, defining shared expectations, and the service ticket/ticket escalation process are being finetuned.

Tessin stated Priority is making progress and ticket volume decreased to 540 service tickets over the last four weeks. Tessin said that videos are helpful when speaking to residents and Priority is working on zig zagging and double siding.

Brant Twp/Cooper said that she is happy with Priority's improved service. Birch Run Twp/Letterman stated Priority Waste had a tremendous improvement over the first couple of weeks. Frankenmuth Twp/Hildner said service in Frankenmuth Township went smoothly.

Tessin stated that both public recycling drop-off locations are up and running.

## **VIII. Program Items: Information &/or Approval**

### **A. 2022 Holiday Lights Program Wrap up**

Thayer stated that 18 locations participated this year. 3,632 pounds of lights were collected which is an increase of 1,008 pounds over 2022. Thayer advised that Rifkin Scrap added an extra \$0.05/lb for a total of \$908.00 to be donated to the Can Council. Thayer stated that even though more pounds were collected, the check is for \$18 less than last year due to the lower price per pound. She thanked the participating communities for their continued support.

### **B. Approve 2023 Special Waste Schedule**

Tessin reviewed the proposed 2023 HSW schedule which includes one event in the Bridgeport area. Tessin stated costs have increased over the years and the number of HSW vendors has decreased. MMWA has a long-time vendor who is a good partner. Tessin estimates the cost of the program will

increase to around \$200,000. The program is paid for with approximately \$100,000 from the Saginaw County Solid Waste Fund, around \$15,000 from the Saginaw County Health Department in Clean Sweep reimbursement plus what they have left over from their SCSWF money, and support from MMWA. Tessin said in 2022 MMWA reduced the number of events and increased the number of appointments per event and serviced almost the same number of cars and same total tonnage. MMWA has collected cash donations in the past and this year will begin collecting donations via credit cards, PayPal, Venmo or another forms of payment. In 2022, 1528 cars passed through at an average cost of about \$126 per car.

*Motion by Tittabawassee Twp/Metiva, seconded by Brant Twp/Cooper, to approve the 2023 Special Waste Schedule as presented.*

*Passed unanimously.*

**IX. Closed Session** – No closed session.

**X. Other**

**A. Member/Staff Other**

1. Tessin stated that Kerrin O'Brien, Executive Director of the Michigan Recycling Coalition is coming to the March 23<sup>rd</sup> Executive Committee Meeting to discuss Part 115. There is funding available for recycling and the Saginaw County Solid Waste Plan will need to be rewritten. The Executive Committee meeting is going to be at Thomas Township Public Safety Building and the meeting begins at 9:30 am if anyone would like to join. Taylor requested Trustees let Katharine know if they plan on attending.

**B. Next Executive Committee Meeting:** Next Regularly Scheduled Executive Cmte. Mtg: 9:30 am, Thursday, March 23, 2023, @ Thomas Twp Public Safety Building

**C. Next Board Meeting:** Next Regularly Scheduled Board of Trustees Mtg: 9:30 am, Monday, April 10, 2023, @ Thomas Twp Public Safety Building

**IX. Adjourn**

*Motion by Chesaning Twp/Hornak, seconded by Tittabawassee Twp/Metiva, to adjourn the meeting at 10:29 am.*

*Passed unanimously.*

Submitted by: Katharine Tessin/Administrative Director \_\_\_\_\_