

February 14, 2025

**Northeast Michigan Regional Multi-County Materials
Management Planning Committee**

Meeting 1 Minutes (Approved)

Members Present: Bill Peterson, Jackie Bondar, Michelle Knepp, Jamie Soboleski, Cindy Johnson, Leigh Ann Jewell, David Langley, Deb Coulon, Michelle Hamlin, Cheryl Nielsen, Gordon Green, Rob Pollarito, Rachel Smolinski, Ted Fines, Connie Gerrie, Terry Small

Members Absent:

- Maddie Khuri (Huron Pines RC&D)
- Cooper Standard Industries rep
- Omni Metalcraft rep
- Susan Avery (Big Creek Township, Oscoda County) - but Jackie Bondar and Deb Coulon were in attendance
- Jeff Gehring (City of Harrisville, Alcona County)
- Terry Dutcher (Iosco County) - but Jamie Sobolski was in attendance

RRS: Elisa Seltzer, Katelyn Heflin (virtual)

Public attending: Gordon Green, Briley Township Clerk, Montmorency County

Meeting started at 11:34am

Roll Call (those present)

Bill Peterson, Alpena County

Jackie Bondar, Oscoda County BOC

Michelle Knepp, Oscoda County – alternate to Jackie, both in attendance

Jamie Soboleski, Iosco County

Cindy Johnson, NMMMA (MRF rep)

Leigh Ann Jewell, GFL

David Langley, P&L Development & Manufacturing

Deb Coulon, Big Creek Township, Oscoda County – alternate to Susan Avery (absent)

Michelle Hamlin, Montmorency County

Cheryl Neilsen, Montmorency County

Rob Pellarito, NEMCOG board president

Rachel Smolinski – City of Alpena compost

Ted Fines, Habitat for Humanity

Connie Gerrie, Administrator MOA SWMA landfill

Terry Small, Alcona County BOC

MMP Committee Role

Elisa reviewed their role as the MMP Committee

Notice

Alpena County (as DPA) will post Committee Members and meetings on their website.

Other governmental members can post meetings directly or include a link on their website to direct to Alpena's MMP page which will be updated with meeting notices as required.

Review of Materials Management Planning – why are we here?

Elisa went through an overview of waste landfilled in Michigan and provided a definition for the “circular economy.” Elisa covered what has changed since Part 115 updates: we went from solid waste planning to materials management planning with a focus on material recovery. Elisa reviewed high level requirements of what elements need to be in the plan, as well as the Benchmark Recycling Standards, requiring access to recycling for residents by certain dates depending on community size.

Review of Draft Work Program; EGLE Webinar; MMP Timeline

Review of Work Program

Elisa reviewed a high-level timeline of the MMP process. Elisa pulled up a draft Work Program and passed out printed copies to all Materials Management Planning Committee Members. Question on what Counties are represented here – Elisa shared the 5 counties participating together in this planning process: Alpena, Alcona, Iosco, Montmorency, Oscoda. Question about money paid for work done versus the reimbursement process.

Elisa responded that on December 23rd the MMP Grant application RFP stated that this is a reimbursement grant for work that occurs after the grant contract has been signed by EGLE - up to \$70K per county per year plus 50 cents/capita. Elisa also noted that up to 10% can

be utilized for administrative, or indirect, costs. More to come on this later in the discussion. Question about adding additional counties to this plan and if we should be calling it a “5-County” plan? Elisa noted – we need to decide on an official name. By consensus, the committee agreed upon: **Northeast Michigan Regional Multi-county Materials Management Planning Committee**. Elisa continued to review the draft work program including tasks, public participation, costs, expenses projected, administration for each County, etc. Question about including an Alpena business as part of the MMP Committee: Elisa shared that the business would have to submit a letter of interest to the county clerk and be voted on by the BOC. It was noted that the MMPC positions are five-year positions unless someone is voted out of office or no longer holds their position being represented on the committee.

Concerns were expressed regarding not getting reimbursed for expenses incurred by the planning process that the current 5-county ILA and planning committee has had to date.

Review of MMP Timeline

Elisa noted the work program submission extension and the high-level timeline of Plan drafting, public comment, and the approval process. Elisa noted that current import/export authorization still stands until the next plan is approved and becomes effective. Question about if the slide deck will be shared – yes. Question about requirements for organics – Elisa noted you are not required to put in a composting facility, what *is* required is registration and permitting for composting facilities depending on volume expected to be received – both for those that are existing and those which will be built. Siting requirements for new facilities will need to be developed for inclusion in the plan. Elisa noted that size of facility will determine how the statute affects you – most requirements will apply to larger scale operations, or those receiving food scraps in excess of 10% of total volume.

Election of Officers and Bylaws

Chair - Bill Peterson nominated by Terry Small, support by Rachel Smolinski. All were in favor, motions carries.

Vice Chair – Jamie Soboleski nominated by Cindy Johnson, seconded by Bill Peterson, all were in favor, motion carries.

Secretary – Michelle Knepp nominated by Terry Small, support by Cindy Johnson, all were in favor, motion carries.

Bylaws

Elisa reviewed the Open Meetings Act - meetings require posting, meeting minutes,

agendas. Elisa noted that members are required to be in person to count for the quorum and vote. Decisions made on virtual attendance and proxy:

- Zoom is okay for posting and encouraging the public to join
- Proxy allowed with notification in advance to the Chair and/or DPA.
- Public comment allowed via Zoom with some guidelines

Next steps: all Counties that have developed guidelines for public comment virtually during meetings will send RRS those guidelines for review. RRS will propose a set of guidelines for consideration at the next meeting.

Elisa brought up draft Bylaws for review. A request to change language in bylaws: shall be mailed, “or emailed” - section 2 Notice of Meetings. Section 4 Term of Office – correct: ‘proscribed’ means prohibited, so to make the first sentence read correctly, change to ‘if not proscribed by the Act...’. Discussion on proxies and terms and potential vacancies. It reads that a member shall continue to serve until a successor is appointed, but if someone leaves office they would not be allowed to serve in that capacity in the meantime – this needs to be addressed in the bylaws. One approach – for the sentence that begins ‘In case of a vacancy or change in status, all members shall continue to serve...’ and end it with ‘unless it is an elected official who has left office or their term has ended.’ Section 6 Voting: the version shared stated that vote by teleconference or videoconference is allowed and this was struck down by the committee. It is against the law for elected and appointed officials to vote remotely. Motion to approve the bylaws as amended – Motion by Bill Peterson, second by Cindy Johnson, all were in favor, none dissented, motion carries as amended. It was realized that the version of bylaws under consideration was not the correct version. Motion to rescind the approval to the bylaws was made by Terry Small, support by Cindy Johnson, all were in favor and the motion was rescinded.

Amendments made to bylaws were made on an incorrect version of the bylaws. We will look at amendments made and propose them to the latest version of Bylaws in the next meeting on 3.14.

Committee Procedures and 2025 – 2026 Draft Meeting Schedule

Review of Draft Meeting MMPC Schedule

Do we need to have dates and locations of each meeting in the work program? - No

Next Steps

- Name will be Northeast Michigan Multi-county Regional Materials Management Planning Committee
- ILA members will take considerations to their BOCs to determine if reimbursement grant approach acceptable, noting that up to 20% of grant amount can be reimbursable to the county for indirect costs to help cover staff contributions.
- RRS will send corrected and amended bylaws for review – this will be voted on at the next MMPC meeting on 3/14
- Committee members to send proposed topics and locations for future meetings
- RRS to share slide deck and all links
- All Counties that have developed guidelines for public comment virtually during meetings will send RRS those guidelines for review.
- Share proposed meeting schedule – second Friday of every month at 11:30am – consider travel considerations
- RRS to attend EGLE's MMP grant webinar on February 19 on behalf of the MMPC and notify the committee of answers to their questions and any further updates.
- Next meeting on March 14th: we will be voting on updated bylaws, work program, and whether to move forward and submit the MMP grant application and work program to EGLE to proceed with the reimbursement grant. The due date for submittal is March 16.
- Location for March 14th meeting: same location

Motion to adjourn meeting: 12:46pm

Meeting adjourned

Approval

Approved by:

Michelle Knepp

(Secretary)