

Western Washtenaw Recycling Authority

Board of Trustees Meeting

8025 Werkner Road,

Chelsea, MI 48118

August 15, 2018

Approved Minutes

1) Call to Order by Jason Maciejewski at 7:04 PM.

2) Roll Call

a. City of Chelsea	Tony Iannelli	Present
b. Dexter Township	Jason Maciejewski	Present
c. Lima Township	Nanette Havens	Present
d. Lyndon Township	Mary Jane Maze	Present
e. Manchester Township	Laurie Carey	Present
f. Bridgewater Township		Vacant
g. Facility Manager	Marc Williams	Present

3) Agenda Approval: Motion by Carey, second by Havens to approve the agenda. Motion approved 4.0

4) Public Comment: None

Tony Iannelli, City of Chelsea representative arrived at 7:07 p.m.

5) Approval of the June 27, 2018 Meeting Minutes: Motion to approve the June 27, 2018 minutes by Carey, supported by Havens. Motion approved 5.0

6) Comments from the Chair: Regional County Meetings focusing on Ypsilanti, Ann Arbor and Pittsfield Twp. forming their own authority. October 31, 2018 is the deadline for Putnam Township to respond to the letter inquiring if they are interested in becoming an associate member of WWRA.

7) Facility Manager's Report:

a. Volume and Revenue Report: Revenue was \$61,253.41 in June and \$65,717.57 in July. The volume of material processed in July was 547 tons. Prices are steady and bills were \$65,357.18 due to paying the entire insurance bill in one payment to avoid fees and the new truck down payment.

b. Operating Status of Facility and Single Stream System: Working on maintenance and repairs to keep the system running smoothly.

c. Equipment Update: Repairs to 2005 Sterling - exhaust, adjusted brakes and replaced drums, 2007 Sterling - thermostat and coolant lines, repaired bobcat horn and backup beeper, 2003 trash truck in shop for oil leak. Magnetic belt replaced on sort line.

d. Staff and Labor Update: One employee still on medical. Michigan Municipal League asked employee to provide medical documents.

Staff Compensation Recommendation by Facility Manager: Incentives to take CDL classes as qualified drivers are needed, 72 bins are being pulled per week, with one driver doing curbside 3 times per week. Training costs are currently \$1,500.00 plus \$200.00 to Secretary of State for license. Carey motioned to approve the WWRA to pay an amount not to exceed \$1,800.00 for one employee to participate in CDL class training to obtain license. This requires one year commitment from employee after completion of training and receiving license or repayment of funds provided by WWRA. Motion approved 5.0

e. Contracted Recycling Collectors Update: Lenawee County bringing 3 compactor loads per month, mostly plastics. Proposed agreement with Arbor Hills for \$15.00 per ton (3 to 4 trash runs) and to bring back recycling for approximately \$3,500.00 per month. Scio Township making decision on single haulers in September, recycling may be brought to WWRA, if approved.

8) 2018 Mack Bin Truck Purchase Update: The date to build the truck has been moved up to September from October, a \$10,000 down payment was made.

9) Reconsideration of Semi-Truck Replacement: 2005 Sterling truck approved for purchase at June meeting is unavailable. Maciejewski motioned to approve facility Manager Williams to purchase a semi-truck to replace the 1997 International for an amount not to exceed \$19,000.00, Carey supported. Motion approved 5.0

The proposed purchase of a 2007 Mack semi-truck for \$18,820.00 if available was made.

10) Chelsea Fair Merchant Barn Table & Parade: Reggie to ride in back of truck for Parade. WWRA literature and a bale of tin to be on display in the Merchant Barn.

11) Education & Outreach Report: No applicants have applied for the position. A notice for an Education & Outreach Position to be posted at the Chelsea Fair and in the Sun Times News.

12) Facility Manager Compensation: Williams to submit form with information to be used for performance review by Maciejewski and Carey. Salary compensation recommendation to follow at September's board meeting.

13) Treasurer's Report:

a. Debt - Special Assessments - None reported	Interest - \$4.58	Balance - \$300,521.65
b. Operating - Special Assessment -None Reported	Interest - \$520.89	Balance - \$346,662.09
c. General Fund		Balance - \$388,815.00

d. Financial Reports

Received reports through April 30, 2018

e. Authorization of Payments dated June 27, 2018 to July 27, 2018 totaling \$78,528.52 motioned by Carey supported by Havens. Motion approved 5.0

14) Comments of Board Members and Staff: Facility Manager Williams to look into options and costs to operate facility with out prison workers, contract expires in October or November 2018.

15) Future Agenda Items: Maciejewski last official board meeting will be December 2018.

16) Adjournment: Motion by Iannelli, supported by Carey to adjourn the meeting at 8:05 P.M.

Minutes submitted by Mary Jane Maze, WWRA secretary

The next regularly scheduled meeting of the WWRA Board of Trustees is

Wednesday, September 26, 2018 at 7:00 P.M. at the WWRA Facility.