



WESTERN WASHTENAW RECYCLING AUTHORITY
 WWRA FACILITY
 8025 WERKNER ROAD, CHELSEA, MI 48118
 WEBSITE: WWRARECYCLES.ORG

**Board of Trustees Meeting
 WWRA Facility
 June 24, 2020**

1. Call to Order

Chair Compton called the meeting to order at 7:10 pm.

2. Roll Call and Introductions

City of Chelsea	Tony Iannelli – Present
Dexter Township	Michael Compton – Present
Lima Township	Nanette Havens – Present
Lyndon Township	Vacant
Manchester Township	Laurie Carey – Present
Bridgewater Township	Vacant
Facility Manager	Marc Williams – Present
Recording Secretary	Janis Miller – Present

3. Approval of the Agenda

Changes to the agenda: add 3a. Approval of Minutes; change 7. to Lyndon Township discussion; add 7a. Manchester Township discussion.
 Motion by Carey, supported by Iannelli, to approve the agenda as amended. Motion carried 4-0.

3a. Approval of the minutes for January 8, 2020

Motion by Iannelli, supported by Havens, to approve the January 8, 2020 minutes as presented.
 Motion carried 4-0.

4. Public Comment - None

5. Treasurer’s Report – Nanette Havens, Treasurer

a. Bond (May 31 st)	Interest \$141.82	Balance \$405,377.63
b. Operating	Interest \$879.60	Balance \$249,812.00
c. General		Balance \$273,208.40

January draw on County Operating was \$150,000.00. April draw on County Operating was \$100,00.00.

Discussion: Principal and interest on Bond paid in April: \$180,00.00 Principal; \$16,840.00 Interest; \$125.00 Agent fee.

Financial report: nothing since November 2019.

Bills approved electronically online from January through June need official approval.

Motion by Carey, supported by Iannelli, to retroactively give official Board approval for the payment of bills, that were electronically approved each month, for the following:

December 31, 2019 – January 29, 2020	\$33,791.68
January 30.2020 – February 26, 2020	\$28,848.32
February 27, 2020 – March 25, 2020	\$28,778.79

March 26, 2020 – May 5, 2020	\$37,875.63
May 6, 2020 – May 29, 2020	\$26,712.93
May 30, 2020 - June 24, 2020	\$14,870.69

Motion carried 4-0.

6. Facility Manager's Report – Marc Williams

A. Volume and Revenue Report

- i. OCC up to \$130 a ton, increase of \$92 per ton since January
- ii. News up to \$50 a ton, increase of \$22.50 per ton since January
- iii. Plastic prices down due to low oil prices (cheaper to produce virgin plastic)
- iv. Deposited \$43,905.04 (work from home makes invoice payment receipts more challenging)
- v. Bills are down \$58,655.86

B. Operating Status of Facility and Single Stream System

- i. Replace other bearing on magnet
- ii. Replace disks on news screen
- iii. Replace OCC screen disk
- iv. C-11 spine

Computer Update

Updated WWRA computer system as the old one (2005) would crash constantly and it impeded my job.

New system has firewall for robot sorter and a cloud system that backs everything up. If anything happens to me or our facility it can be reclaimed off the cloud. They provide free assistance over the phone and can remotely access our computer for added assistance.

Also provided me with a laptop so I have been able to do all my office work from home

C. Equipment Update - Repairs

- i. Replace cart tipper on 2011 International (curbside truck)
- ii. Ground shorted out on 2007 forklift
- iii. Steer tires for 2019 Mack 50k out of old tires
- iv. Head gasket for 2011 loader
- v. Rubber gasket on Turbo for 2007 Mack
- vi. Coolant tank for 2005 Sterling
- vii. 2011 International coolant flush repair leak
- viii. Emergency stop on baler
- ix. PTO solenoid for 2019 Mack
- x. Break chamber on semi-trailer
- xi. Hose clamp on baler wire tie parts

D. Staff and Labor Update

- i. Trainees last day was February 28, 2020. Now using temps.
- ii. Average monthly Temp expense/cost \$7,785.46
- iii. Average monthly Trainees cost was \$9,178.58
- iv. Scott Smith has been off since 4/1/202, took unpaid leave and hasn't returned
- v. Matt Sheedy, new driver started June 1, 2020
- vi. Spencer Miller hired as a Part Time employee

E. Contracted Recycling Collectors Update

- i. U of M, Advance, City of Ypsilanti, and Granger, raised price to all to \$45 a ton. Next Recycle Ann Arbor.

F. Grant Update

- i. The time of the grant has been extended from September 30 2021 to February 2022
- ii. The high fiber internet has been run
- iii. Due to the delay in installation of the robot I think we might want to purchase the ASL truck first. This year we are spending more money on the current curbside truck and due to people staying at home we have seen a huge increase in the volume of recycling. This truck would allow us to do the entire route without dumping. Saving time and allowing a staff member to remain at the shop.
- iv. Grant has been put on hold until COVID 19 has passed. MachineX will not proceed until first payment is made.

Composting update - Needs

- Land to compost on
- Loader to turn compost
- Bins to pick up compost
- Funding for compost/ Tax assessment
- Truck to pick up compost
- Driver to pick up compost

7. Lyndon Township discussion

Discussion of the vacancy of a Lyndon Township representative to the WWRA Board. The Board directed Chairperson Compton to contact the Lyndon Township Supervisor for an update on a replacement. Mary Jane Maze’s name will be removed from all accounts including check signing. In the meantime, Iannelli will be the co-signer on the checks.

7a. Manchester Township discussion

Discussion of the overflowing recycle bins as well as the not recyclable trash in Manchester. Talk of relocating bins, education, and neighbors not notifying authorities of dumpsters. Facility Manager Marc said they would put an extra bin in place to hopefully remediate the problem.

8. Future Agenda Items

- A. 2020 Budget Update – Marc Williams

9. Adjournment

Motion by Carey, supported by Havens, to adjourn. Motion carried 4-0.
Adjournment at 8:40 pm

Next regularly scheduled meeting of the WWRA Board of Trustees will be Wednesday, August 26, 2020 at 7:00 P.M. at the WWRA Facility.

vacant
WWRA Secretary

Janis Miller
Recording Secretary