



Western Washtenaw Recycling Authority
 WWRA Facility
 8025 Werkner Road, Chelsea, MI 48118
 Website: wwrrarecycles.org

Board of Trustees Meeting
WWRA Facility
May 25, 2022

1. Call to Order – Tony Iannelli, Chairperson

The meeting was called to order at 7:00 pm.

2. Roll Call and Introductions

City of Chelsea	Tony Iannelli – Present
Dexter Township	Michelle Stamboulellis – Present
Lima Township	Nanette Havens – Present
Lyndon Township	Bob Mester – Present
Lyndon Alternate	JoAnn Munce
Manchester Township	Krista Jarvis – Present
Bridgewater Township	Vacant
Facility Manager	Marc Williams – Present
Recording Secretary	Janis Miller - Present

3. Approval of the Agenda

Motion by Mester, supported by Stamboulellis, to approve the agenda as amended.
 All ayes. Motion carried.

4. Approval of Minutes – Bob Mester, Secretary

Motion by Mester, supported by Stamboulellis, to approve the April 27, 2022 minutes as amended.
 All ayes. Motion carried.

5. Public Comment:

Nick Stamboulellis, Madden Road
 He asked if WWRA could do business with Brightmark in Indiana as they take plastics and Styrofoam #1-7.

7:05 Krista Jarvis, Manchester Township arrives

6. Treasurer’s Report – Nanette Havens, Treasurer

a. Bond	Interest \$3.33	Balance \$528,663.37
b. Operating	Interest \$134.44	Balance \$529,237.72
c. General		Balance \$537,435.82 4/30/2022

Discussion: Financial reports only available through February

Motion by Mester to authorize payment of bills in the amount of \$41,502.25. Motion second by Iannelli. All ayes. Motion carried.

7. Facility Manager's Report – Marc Williams

A. Volume and Revenue Report

- i. 400 Tons processed – down due to two new MRF's opening
- ii. April revenue was \$84,526.04 – up \$68,175.51 from 2021
- iii. Bills are down \$2,214.82 from 2021
- iv. Fibers – no change in price
- v. NAT down \$90 a ton – MC up \$427 a ton – PET up \$350 a ton
- vi. Tin down \$50 a ton

B. Operating Status of Facility and Single Stream System

- i. PLC replaced in panel box on baler
- ii. Baler repairs completed May 12, 2022
- iii. C-15 idler pulley replaced
- iv. Repaired siding on MRF rejection bunker
- v. Replaced magnet on baler door for transducer
- vi. Replaced 16 prong switch on compactor
- vii. Painted 3 roll off containers
- viii. Delivered 17 curbside containers to Silver Maples
- ix. C-14 conveyor line – still need to replace idler pulley
- x. New camera enclosure (received) for SamurAI will be installed by MachineX Wednesday or Thursday.

C. Equipment Update

- i. 2007 Mack Semi – waste gate stuck open – repaired
- ii. 2007 Mack – repaired cab shocks and flex pipe on exhaust
- iii. 2009 Toyota forklift – replaced tilt cylinder
- iv. Demoing 2013 CAT 924K I spoke with the previous owner and was told he was original owner all the work he has had done was Main power shut off switch and external trans cooler. In seven years of service, He only sold because he was downgrading. I inspected it along with the staff operating it. I also had a third part mechanic inspect it. Marc will let the Board know if he chooses to purchase it.
- v. In talks with Glacier Recycling about doing R&D work on their robotic sorter at our facility.
- vi. When we added equipment last year, I made sure we would have the key pieces to expand with minimal cost. adding something from their R&D project would cost WWRA electrical hook up 50K and if we choose to purchase the equipment at the end 95K. I have a power point I can show you.

D. Staff and Labor Update

- i. Driver hit parking lot light pole at Dexter Township Hall.
- ii. Dylan Coy either resigned or quit as he stopped showing up for work on April 28th.
- iii. John Lesser hired as a full-time employee on May 13th.
- iv. Full-time staff should be eligible for up to a \$1.00 an hour raise once performance reviews are complete – adding \$16,560 to payroll.
- v. Plan to do away with CAFÉ Plan for employees hired after December 2021 or not ye full time.

E. TRP Grant Update

- i. Finalized mailer 5/19/2022 – 4 x 6 card informing everyone what WWRA accepts and does not accept at the drop off locations – need to verify it was printed on 100% recycled paper then it will be mailed out.
- ii. Finalized media release 5/19/2022 – posting media release soon.
- iii. New stickers for bins – once we see how they turned out we will look at having signs made.
- iv. Bin survey – posted ad for parttime position – survey training after June 21 – the same person will survey all bin sites (two bin sites a week) for 4-6 weeks – survey edited June 6th – a definitive yes or no is needed to turn people away.

F. Audit

- i. Marc will be submitting grant reimbursement request this quarter.
- ii. Audit reminded Marc of invoices that have to be submitted.

G. Other Business

- i. Delivered 17 curbside containers to Silver Maples
- ii. Signed up Smokehouse 52 Restaurant for recycling
- iii. Signed up Serendipity Bookstore for recycling
- iv. U of M agreed to extend their contract two more years (rather than go with Recycle AA).
- v. Moving Manchester Bins to new location – asking PIAC for sponsorship of site.

8. New Business:

A. Film Recycling – Michelle Stamboulellis

A pilot project started by the Stamboulellis family, volunteering their time to collect film plastic and Styrofoam. The plan is to keep plastics out of the WWRA Bins as well keeping it out of the landfills. The Stamboulellis' work to educate as well as collect approximately 2200 to 3000 pounds a month. Theo Eggermont, Washtenaw County Director of Public Works, said there is a grant available to purchase large bins, for self - drop off during the week, for placement in the Dexter Township parking lot. As the plastic film is collected in the parking lot of Dexter Township Michelle is asking if WWRA could supply her a secured/locked green bin to store large bags of plastic and when filled WWRA could pick it up and bale the plastic. Chair Iannelli would like more research on the topic as he can see that it would reduce the solid waste disposal costs. He would like to see how it affects day-to-day operations at WWRA, work, labor, and materials. Secretary Mester said there should be a cost analysis also. Marc Williams would like to see what other facilities are doing before WWRA's startup of film recycling.

B. Audit Draft

Audrey sent the draft via email at 4:26 pm today. As not all the board members had received it, or had time to read it, it was suggested that the draft be approved at the next meeting. Motion by Mester, supported by Jarvis, to approve the draft audit submitted to the WWRA Board today. Yeas – Mester & Jarvis. Nays – Havens, Iannelli, Stamboulellis. Motion failed.

C. Manchester bin site relocation – Krista Jarvis

Krista discussed the various locations used temporarily and proposed location for the recycling bins.

D. Staff Compensation – Marc Williams

Marc is conducting yearly performance reviews and suggested an hourly raise up to \$1.00 an hour for each of the seven full-time employees.

Motion by Mester, supported by Stamboulellis, to approve up to \$16,000.00 in staff compensation pending employee performance reviews. All ayes. Motion carried.

E. CAFÉ Plan – Marc Williams

The plan would be new hires after December 2021 would not be offered the CAFÉ Insurance Plan. Marc's suggestion would be to do away with the CAFÉ Plan and add to the staff's base pay. This would bring wages up to a more desirable dollar amount when hiring new staff. Marc will bring a draft motion to the June Board meeting. (see February 2022 minutes for more information)

9. Future Agenda Items

- A. Draft Audit – discussion and approval vote
- B. Glacier Recycling (sorting equipment) – update on proposal by Marc, Facility Manager
- C. ASL (Automated Side Loader) Truck payoff – Marc will have statistics
- D. Film Recycling – Michelle will have outline of process and what WWRA's participation would be
- E. Bin site survey questions
- F. Details of CAFÉ Plan – Marc Williams will have a draft motion
- G. The Manchester bin relocation reimbursement – from March meeting and was not addressed at April meeting.

10. Adjournment

Motion by Jarvis, supported by Iannelli, to adjourn. All ayes. Motion carried.

Adjournment at 8:28 pm

*Next regularly scheduled meeting of the WWRA Board of Trustees will be Wednesday, June 22, 2022
7:00 P.M. at the City of Chelsea Council Chambers.*

Bob Mester
WWRA Secretary

Tony Iannelli
WWRA Chairperson

Recording Secretary – Janis Miller