



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

**Board of Trustees Meeting
 City of Chelsea Council Chambers
 December 14, 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	Diane Ratkovich – Present
Lima Township	Nanette Havens – Present
Lyndon Township	Bob Mester – Present (alternate: Maegan Gabriel)
Manchester Township	Kim Thompson - Present
Bridgewater Township	Vacant
Facility Manager	Marc Williams – Present
Recording Secretary	Janis Miller - Present

3. Approval of the Agenda

Added 2023 Board Calendar to #8. New Business.
 Motion by Ratkovich, supported by Havens to approve the agenda as amended.
 All ayes. Motion carried.

4. Approval of Minutes – Bob Mester, Secretary

Motion by Ratkovich, supported by Mester, to approve the October 26, 2022 minutes as presented. All ayes. Motion carried.

5. Public Comment

Bill Christian asked how he could obtain a meeting agenda prior to the meeting.

6. Treasurer’s Report – Nanette Havens, Treasurer

a. Bond	Interest \$24.41	Balance \$521,985.72
b. Operating	Interest \$359.24	Balance \$223,509.00
c. General		Balance \$370,158.15

Discussion: Audrey sent out the October 31, 2022 financials.

Motion by Ratkovich to authorize payment of bills in the amount of \$37,877.42. Motion second by Mester. All ayes. Motion carried.

7. Facility Manager’s Report – Marc Williams

A. Volume and Revenue Report
 i. Processed 360 Tons in October (November numbers not in yet) for revenue of \$43,310.23

- ii. NEWS down \$55 Ton
- iii. OCC (cardboard) down \$45 Ton
- iv. NAT down \$20 Ton
- v. HDPE MC \$160 Ton
- vi. PET down \$140 Ton
- vii. Aluminum increased \$10 Ton
- viii. TIN down \$22 Ton
- ix. We have shipped 174 tons of glass in 2022 and our year to date come in at around 1 million dollars in deposits
- x. Commodity prices reflect the Mills not accepting material at the end of the month.

B. Operating Status of Facility and Single Stream System

- i. Replaced 75 rubber disks or three shafts on the paper screen. Currently we are out of disks and will order more. February is a slow time of year for WWRA so we will be replacing disks and our C-10 belt at this time as well.
- ii. November 6th MachineX tech at the facility as there were issues with the vacuum system reporting clogs when there were none. Updates to MachineX's robot updates the WWRA robot. MachineX uses a larger hose, which requires greater suction, therefore causing the WWRA robot to suck harder. The solution was to restrict the air flow to the WWRA robot. MachineX was on site December 13th as well.
- iii. Expenses have increased for Diesel fuel, Motor oil, Baler Wire, Conveyor repairs, Baler repairs, maintenance of 2011 International, and Insurance.

C. Equipment Update

- i. 2019 Mack repaired taillight and work lights
- ii. 2005 Sterling replaced front shocks
- iii. 2011 International replaced ejection arm – telescopic cylinder was bent and not repairable.
- iv. 2007 Sterling replaced one taillight and repaired wiring on the other taillight.
- v. 2009 Forklift replaced seat wiring and cleaned the regulator

D. Staff and Labor Update

- i. Hired Tyler Ahers and Jodi Towles, both will be on a 90-day probation period.
- ii. Shawn Personke has retired. Position will be posted.

E. Grant Update

- i. Grant from DEQ/EGLE not received yet. Marc will follow-up with Jeff Krcmarik as he will be doing the yearly report of volume in December.
- ii. TRP Quality Improvement Grants second audit was the week of November 21st. Due to scheduling conflicts the meeting to go over the results will be January 12th.
- iii. We received first reimbursement November 18 for \$18,825.44. We are having the remaining funds for signage.

New Business

A. Accounting Services

Audrey’s rates are reasonable and she knows the WWRA business so the consensus was to keep her accounting firm instead of training someone new.

B. Kids Tours (paint a bin)

Board consensus is to have tours of the WWRA Facility. It was mentioned that Washtenaw County has a program in the schools. Marc will explore this and have a report later, he supports the idea of kids painting the bins. Tony will contact the art teachers in the Chelsea Schools and see if it is feasible for field trips. Kim suggested contacting the County Road Commission for ideas.

C. Zero Waste Coalition

WWRA will be the liaison as it will be part of the WWRA Community Outreach program. The Chelsea DDA will be in charge of the new Downtown Public Recycling program as an enhancement to downtown Chelsea.

D. Foam Collection

Bill Christian said that he understands that DART will not deliver a trailer in bad weather although Chelsea City has provided an Industrial Park site if there is a DART trailer available for the January Styrofoam collection. Hometown Pharmacy, the IHA Clinic, Garden Mill, and Dexter Mill are all collecting Styrofoam. Bill asked what it cost WWRA to conduct the collections across from the fairgrounds, with no answer given. Bill suggested a collaboration between the City of Chelsea and WWRA, to apply for a grant, to build a pole barn for collections and storage, until DART can pick it up. Bill said DART would provide large cardboard boxes to contain the Styrofoam.

F. End of Year Budget

Discussion: Increased expenses, tipping revenue, landfill charges, and operation expenses.
 Motion by Ratkovich, supported by Mester, to accept the revised budget and forward it to the accountant. All ayes. Motion carried.

F. 2023 Board Calendar

No meetings in July or November. December and January meet the second Wednesday of the month. All other meetings are the fourth Wednesday of each month.

2023 Calendar:	January 11, Council Chambers	June 21, WWRA Facility
	February 22, Council Chambers	August 23, WWRA Facility
	March 22, Council Chambers	September 27, Council Chambers
	April 26, Council Chambers	October 25, Council Chambers
	May 24, WWRA Facility	December 13, Council Chambers

2024 Calendar: January 10, Council Chambers

Motion by Mester, supported by Thompson, to approve the 2023 Calendar of WWRA Board meeting

dates as discussed. All ayes. Motion carried.

8. **Public Comment:** None.

9. **Future Agenda Items**

- A. Kids Tours
- B. Post Social Media Position
- C. Downtown Recycling
- D. Ann Arbors Styrofoam Recycling

10. **Adjournment**

Motion by Ratkovich, supported by Thompson, to adjourn. All ayes. Motion carried.

Adjournment at approximately 8:15 pm

Next regularly scheduled meeting of the WWRA Board of Trustees will be Wednesday, January 11, 2023, 7:00 P.M. at the City of Chelsea Council Chambers.

Bob Mester
WWRA Secretary

Tony Iannelli
WWRA Chairperson

Janis Miller – Recording Secretary