



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

Board of Trustees Meeting
City of Chelsea Council Chambers
February 23, 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
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 Jarvis, to approve the agenda as amended.
 All ayes. Motion carried.

4. Approval of Minutes – Bob Mester, Secretary

Motion by Stamboulellis, supported by Jarvis, to approve the January 12, 2022 minutes as amended.
 All ayes. Motion carried.

5. Public Comment

Nick Stamboulellis
 He wanted to know where WWRA sent the glass it collected. He had talked to a Michigan based company who would provide a roll-off, and pick it up, in a pilot program. Marc Williams responded that the glass goes to Reflective Strategic in Chicago and it is mixed clear and colored.

6. Treasurer’s Report – Nanette Havens, Treasurer

Thru December 31, 2021		
Bond	Interest \$10.04	Balance \$492,895.81
Thru January 31, 2022		
a. Bond	Interest \$0.00	Balance \$560,437.21
b. Operating	Interest \$0.00	Balance \$337,688.99
c. General		Balance \$522,114.76

Treasurer’s notes: Assessment millage will be coming in through June 2022. No monthly financial reports from Audrey since November 2021.

Motion by Jarvis to authorize bill payments for January 6, 2022 through February 3, 2022, in the amount of \$54,368.57. Motion second by Stamboulellis. All ayes. Motion carried.

Motion by Mester to authorize auto payment in the amount of \$5,383.64, to Santander Bank N.A. for the new loader truck. Motion second by Stamboulellis. All ayes. Motion carried.

7. Facility Manager's Report – Marc Williams

A. Volume and Revenue Report

- i. 409 Tons processed with revenue \$88,871.16
- ii. Down 70 Tons processed but up \$12,00.00 in revenue

B. Operating Status of Facility and Single Stream System

- i. Broken water line repaired
- ii. Replaced C-14 trash line conveyer
- iii. Rebuilt two cylinders on the newer compactor
- iv. Replaced 60 rubber disks on our finishing screen
- iv. Replaced springs on wire tie system to prevent wire from slipping out of the track
- v. Refurbished 6 commercial recycling bins

What we need and cost

Upcoming repair: Baler shear bar replacement. The quote came in at \$11,607.58. A 50% down payment of \$5,803.79 is required. Repairs will be done by Speed Tech.

Motion by Mester to authorize the amount of \$11,607.58 for the baler shear bar replacement, with a 50% down payment of \$5,803.79. Motion second by Jarvis. All ayes. Motion carried.

C. Equipment Update

- i. 2010 CAT Loader – repaired lift arms after cracking almost completely in half
- ii. 2010 CAT Loader – replaced blown hydraulic lines
- iii. 2010 CAT Loader – reinforced bucket where metal was worn and not connecting properly
- iv. 2011 International – replaced air tanks that rusted through
- iv. 2011 International – replaced slack adjuster and break drum
- v. 2007 Sterling – replaced slide cylinder with spare. Sent out for rebuilding.
- vi. 2007 Sterling – replaced exhaust
- vii. 2007 Sterling – replaced blown airbag suspension and repaired flat tire
- ix. 2007 Toyota Forklift – replaced lights along with running new wires for the lights
- x. 2019 Mack – replaced DEF pump and bad DEF filter
- xi. Replaced plow wire connectors
- xii. Undercoated 2022 Autocar (new curbside loader) and 2007 Sterling

Marc Williams:

At our last meeting I talked about replacing our loader and I wanted to follow up on that. On February 11, 2022 I went to Clinton Township DPW to demo a 2018 John Deere 524P series loader. This is the size loader I am looking at. The price range is in the \$190K for a new machine. I will be looking to demo one of these loaders at

our facility, in March or April, to get a real work environment feel for it. I will have an official proposal at our next meeting and will send it out once I have written it.

D. Staff and Labor Update

- i. Dylan Coy was hired, worked well with high praise from coworkers, hurt his ankle and didn't come back to work for 4 days
- ii. Frank Doman has moved to part-time employment
- iii. Marc is starting [yearly] performance reviews

E. CAFÉ Plan Update

Marc Williams: Moving forward on WWRA's CAFÉ plan it is my suggestion we do away with it and add it [\$3.00 per hour] to the staff's base pay. This would bring wages up to a more desirable dollar amount when hiring new staff. It would also encourage work and cut down on time off. In return myself, and staff, would lose 3 PTO days off their yearly total in 2022 and 5 days off their yearly total in 2023. Adjusting the PTO amounts for staff: 1-5 years employment 15 days off; 5-10 years employment 20 days off; and 11-15 years employment 25 days off with an extra day added each year after 16 years employment. Allowing staff to bank overtime as PTO: 1 hour overtime for 1.5 hours PTO, with prior approval.

F. Grant Update

- i. January 26, 2022 the Autocar LaBrie ASL (curbside) truck was delivered to WWRA
- ii. Marc performed a build sheet inspection and undercoated the truck to increase longevity of the unit
- iii. February 9, 2022 driver training on the new truck
- iv. The first two weeks of collection a person rode with the driver to leave green tags on the bins informing residents of how the bins need to be positioned for collection by the new truck
- v. New routes were designed to accommodate collection only from the right side of the truck

G. Recycling Partnership Grant Update

- i. Theo Eggermont, Washtenaw County Public Works Director, and his assistant Bella, will be writing a job description for bin/curbside cart inspectors
- ii. Marc has requested quotes for printed literature and signs on bins

8. New Business:

A. EGLE Recycling Grant opportunities for 2022

Three grants available in 2022 with the deadlines in May 2022. Chair Iannelli read the composition of each grant.

B. Contract for Audrey Shell, WWRA Accountant

Discussion: Audrey's increase in hourly fee and audit hourly fee in 2022. Timeliness of financials (checks written) prior to meeting as Audrey is behind in producing them prior to each meeting. After approval of contract, The Board will send Audrey a request for a schedule she can manage for producing information in a timely manner.

Motion by Mester to approve the contract for Audrey Shell [accountant] dated January 16, 2022 and presented at the February 23, 2022 WWRA Board meeting. Motion second by Jarvis. All ayes. Motion carried.

C. Surelutions new pricing for WWRA Website maintenance and security

Motion by Jarvis to move forward with approval of the contract with Surelutions for a year of web hosting and security at \$99.00 a month. Motion second by Stamboulellis. All ayes. Motion carried.

D. Chelsea Update advertising

Motion by Mester to continue the Chelsea Update advertising contract for \$110.00 a month. Motion second by Jarvis. All ayes. Motion carried.

9. Public Comment – None

10. Future Agenda Items – None stated

11. Adjournment

Motion by Havens, supported by Stamboulellis, to adjourn. All ayes. Motion carried.

Adjournment at 8:51 pm

Next regularly scheduled meeting of the WWRA Board of Trustees will be Wednesday, March 23, 2022 7:00 P.M. at the City of Chelsea Council Chambers.

Bob Mester
WWRA Secretary

Tony Iannelli
WWRA Chairperson

Recording Secretary-Janis Miller