**Board of Trustees Meeting**

**City of Chelsea Council Chambers**

**April 26, 2023**

1. **Call to Order – Tony Iannelli, Chairperson**

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

1. **Roll Call and Introductions**

City of Chelsea Tony Iannelli – Present

Dexter Township Diane Ratkovich – Absent

Lima Township Nanette Havens – Present

Lyndon Township Bob Mester – Present

 Alternate: Maegan Gabriel

Manchester Township Kim Thompson - Absent

Bridgewater Township Vacant

Facility Manager Marc Williams – Present

Recording Secretary Janis Miller - Present

1. **Approval of the Agenda**

Motion by Mester, supported by Havens to approve the agenda as presented.

All ayes. Motion carried.

1. **Approval of Minutes – Bob Mester, Secretary**

Discussion: Omission of the Treasurer in the Election of Officers.

Motion by Mester, supported by Havens, to approve the March 22,2023 minutes as amended. All ayes. Motion carried.

1. **Public Comment:** Opened 7:05 PM

Bill Christian

He thanked the Board for hosting the foam collection at the Chelsea Fairgrounds site last weekend. He would like to do another collection towards the end of June at the same location.

1. **Treasurer’s Report – Nanette Havens, Treasurer**
2. Bond Interest $274.59 Balance $745,589.01
3. Operating Interest $997.95 Balance $512,858.02
4. General Balance $409,812.57

Discussion: Audrey is doing audits so WWRA has not received recent financials.

Motion by Mester to authorize payment of bills from March 23, 2023 through April 25, 2023 (which includes the reimbursement of the DOT physicals for the WWRA drivers). Motion second by Havens. All ayes. Motion carried.

1. **Facility Manager’s Report – Marc Williams**

I met the Chelsea Zero Waste Coalition April 6th to discuss all the great ideas and efforts that they are working on along with answer any question that the group might have. The main efforts are on adding business recycling to Chelsea along with pedestrian recycling which I think it is a great idea with profound benefits and is something I should offer any assistance my time will allow for.

April 19, 2023, I attended the DOS community feedback.

Met with Sylvan Township Supervisor Kathleen Kennedy, Trustee Sandy Shultz, and Theo Eggermont Director of

Public Works, discussing Sylvan Township becoming an associate member in 2024. We discussed cost of service

processes for membership along with bin site drop off location and possible split for curbside recycling in some

of their denser developments. I will be giving a presentation to them in June along with allowing them to tour

our Facility. Their board will vote on associate membership prior to September 2023.

1. Volume and Revenue Report
2. 533.51 Tons in March
3. Commodity prices are flat in fibers but have increased in plastic.
4. $80 a Ton in NAT
5. $40 a Ton in MC
6. $60 a Ton in PET
7. Tin and Ferrous metal increased $40 a Ton
8. Operating Status of Facility and Single Stream System
9. The C-10 Belt was replaced on March 28th and with everything clean and ready for the work WWRA received $500 off the original quote.
10. Replaced the spine on the C-5 Conveyor
11. Belt scraper strips replaced on C-1, C-3, C-5, C-7, C-9, C-10, C-11, C-14, and C-15. These flaps brush against the conveyors and scrape off debris increasing longevity of the belts and idler pulleys. Flaps at the head spot and tail end prevent spillage and less clean-up along with scraping debris off the conveyor. Sections of the old belt (just replaced) were used to save money.
12. Trash compactor: replaced three fuses inside the panel box, replaced two hydraulic lines, and cleaned out the back of the compactors.
13. Polishing/finishing screened – replaced 48 rubber disks and cleaned out the pits below the conveyors.
14. Cleaned all the idler pulleys and readjusted the conveyor belts. Rubber idler pulleys accumulate debris in the winter due to water coming in with the materials. This debris stretches the belts.
15. Ventilation system on the roof – cleaned and replaced the belts, to help improve air movement and remove dust that is stirred up in the summer.
16. Adjusted the entry gate chain along with the open/close parameters.
17. Repaired potholes in front driveway.

What is needed:

1. Upcoming repairs on C-3 spine.
2. Replacing disks on finishing screen.
3. Take oil samples of the gear motors for the conveyors.
4. Get a quote to update lighting to LED in the MRF.
5. Equipment Update
6. 2019 Mack – replaced power steering pump, steering box, and repaired gear selector plastic panel.
7. 2022 AutoCar – replaced four drive tires from what we had in stock and sent the old ones to be recapped.
8. 2016 Chevy 2500 – turned the rotors.
9. 2007 Sterling – exhaust band clamp.
10. 2007 Mack – Inspection done along with PM. Had issue with turn signal lights not functioning at times.

What is needed:

1. 2019 Mack – steer tires
2. CAT 924K – rotate tires
3. Bobcat S630 – rotate tires.
4. Staff and Labor Update
5. Karissa O’Quinn has been hired as the Education Outreach Specialist. She was one of the survey takers for WWRA this summer. Karissa has accomplished the following:
* Updated the webpage with agendas and minutes.
* Updated the WWRA Power Point.
* Updated the WWRA banner logo.
* Made a few posts.
* Met with a few local groups around town.
* Working on possible appearances (for outreach) at farmers markets, schools, and other events suggested by the Board.
* Working with Marc on recognizing someone in recycling either monthly or bimonthly.
1. Grant Update
2. The TRP Grant is about 60% complete with a competition date of May 22, 2023 (a year from the date the grant was signed). Not everyone is awarded these grants and a lot goes into writing them.
3. Noted: The City of Chelsea did not receive their grant for downtown recycling. With the departure of Mr. Atkins, Marc was contacted as he had written a letter of recommendation.
4. **New Business**
5. Chelsea Update [online news] – WWRA ad banner

Marc will have the new Education Specialist Karissa design & update the banner.

1. Community Outreach position – update on interviews

This position has been filled by Karissa O’Quinn.

1. Shawn Personke compensation

Shawn retired in November but has continued to assist Marc and transition to a new Outreach Coordinator. Motion by Mester to give Shawn Personke a $500.00 stipend as a thank you. Motion second by Havens. All ayes. Motion caried.

1. Marc Williams – portion of Natural Resources Act 451

The Act was signed in March by Governor Whitmer and adds regulation/reporting to recycling facilities. Part of the reporting will be a) where the material comes from, and b) how much is sent to the landfill, with a goal of less than 15% waste. Chair Iannelli asked about the method of reporting and Marc said he wasn’t sure at this time.

1. **Public Comment Opened 7:36 PM**

Bill Christian

He thanked the new Education Outreach Specialist Karissa for her work on the WWRA website and Facebook page. He asked about the possibility of the Fairgrounds site being the location of the new Fire Station and where they would move the recycling collection?

Michelle Stamboulellis

She asked Marc if Webster Township was part of the coalition? Marc replied that they were not but that Webster Township paid for two bins at their site.

1. Future Agenda Items

None presented.

1. **Adjournment**

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

Adjournment at 7:51 pm

*Next regularly scheduled meeting of the WWRA Board of Trustees will be Wednesday, May 24, 2023, 7:00 P.M. at the WWRA Facility, 8025 Werkner Road, Chelsea.*

 Bob Mester Tony Iannelli

 WWRA Secretary WWRA Chairperson

 Janis Miller – Recording Secretary