**Board of Trustees Meeting**

**WWRA Facility, Werkner Road**

**August 26, 2025**

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

The meeting was called to order at 7:02 pm.

1. **Roll Call and Introductions**

City of Chelsea Tony Iannelli – Present

Dexter Township Michelle Stamboulellis – Absent

Alternate Karen Nolte

Lima Township Nanette Havens – Present

Lyndon Township Bob Mester – Present

Alternate: Vacant

Manchester Township Kim Thompson – Present

Alternate: Sybil Kolon

Bridgewater Township Amy Ahrens - Present

(Associate Member)

Facility Manager Marc Williams – Present

Recording Secretary Janis Miller - Present

1. **Approval of the Agenda**

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

All ayes. Motion carried.

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

Motion by Iannelli, supported by Havens, to approve the June 25, 2025 minutes as presented. All ayes. Motion carried.

1. **Public Comment:** Opened 7:02 PM. No public present.
2. **Treasurer’s Report – Nanette Havens, Treasurer**

Ending July 31, 2025

1. Bond Interest $105.17 Balance $676,915.75
2. Operating Interest $2,144.73 Balance $298,856.52
3. General Balance $382,160.88

Discussion: Audrey sent June financial reports. WWRA has received $300,000.00 from the County.

Motion by Mester to authorize payment of bills from June 25, 2025 through July 25, 2025, and from July 26, 2025 through August 22, 2025. Motion second by Havens. All ayes. Motion carried.

1. **Facility Manager’s Report – Marc Williams**
2. Volume and Revenue Report
3. Marc gave LRS (Lakeshore Recycling Systems) a tour of the facility on July 18, 2025. They are charged $45 per ton with 25 tons average per load.
4. Marc gave UofM and Jiffy Mix tours on July 30th. Jiffy is looking for a contract for cardboard only.
5. June processed 496 Tons generating revenue of $61,933.10
6. July processed 508 Tons generating $61,678.22
7. News down $13 a Ton
8. OCC (cardboard) down $10 a Ton
9. NAT Plastics down $300 a Ton
10. HDPE Plastics down $20 a Ton
11. Non-ferrous metals unchanged
12. Ferrous metals down $5 a Ton
13. Operating Status of Facility and Single Stream System
14. Replaced light bulbs in building hallway. Replaced 7 light fixtures in the office hallway; replaced belts on the exhaust fans in MRF.
15. Equipment Update
16. Baler – Lowered the release pressure on the baler allowing it to work properly on hot muggy days.
17. S360 Bobcat – Replaced fan and fan shroud; 3rd valve function hydraulic coupler.
18. 2007 Sterling – Repaired exhaust and replaced wire in tail lights.
19. 2009 Forklift – Replaced wheel seal, master cylinder, and brake shoes.
20. 2022 Autocar – Replaced two tires with ones that we had in our stockpile.
21. 2019 MAC – Replaced battery, battery cables, and ground cables due to corrosion.

Upcoming repair:

1. 2011 International – Winch cylinder
2. Staff and Labor Update
3. Matt Sheedy resigned August 12th
4. Andrew Darwin hired August 24th
5. Grant Update
6. Looking at grants for roll-off containers and processing equipment due to the future increased volume from Sylvan Township and LRS.
7. WWRA is still doing a pilot at Lodi Township.

1. **New Business**
2. Safety Review: Procedure Documentation & First Aid Station Inventories

* Protocol is documented
* Safety meetings are conducted each week with a different topic each week.
* Staff has lockers for their PPE.
* First Aid kits are in the locker room, on the trucks, and at the top of the facility.
* Incident report forms are readily available and there is a drop box for them.

1. Discussion on CAFÉ

Marc is looking at HMO Plans as this will go into next years budget. Approximate cost to employee will be $562 per month.

1. Bin site enforcement and signage

Enforcement is a problem. Continue discussion at next month’s meeting.

1. Review of WWRA By-Laws

Not every board member had copies so they will be emailed and this topic addressed next month. Looking at Articles of Incorporation and possibly seeking a legal review.

1. Strategic Plan: what communities are seeking.

WWRA has never had a Strategic Plan.

1. **Public Comment:** Opened 8:09 PM. No public present.
2. **Future Agenda Items**
3. Review of By-Laws
4. Bin site enforcement
5. CAFÉ
6. New truck numbers
7. Board member turnover (next election) documentation
8. **Adjournment**

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

Adjournment at 8:13 pm

*Next regularly scheduled meeting of the WWRA Board of Trustees will be Wednesday, September 24, 2025, 7:00 P.M. at the City of Chelsea Council Chambers.*

Bob Mester Tony Iannelli

WWRA Secretary WWRA Chairperson

Janis Miller – Recording Secretary