



Manistee County Board of Commissioners

Manistee County Courthouse • 415 Third Street • Manistee, Michigan 49660

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VICE-CHAIRPERSON
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Jill Nowak
(231) 723-3331

CONTROLLER/ADMINISTRATOR

Thomas Kaminski
(231) 398-3500

GREEN TEAM/RECYCLING COMMITTEE MINUTES

Thursday, October 29, 2015
3:00 p.m.

Manistee County Courthouse & Government Center
Board of Commissioners Meeting Room

MINUTES

Members Present: Brook Shafer, Chairperson; Alan Marshall; Karen Goodman

Members Absent: None.

Others Present: Julie Schmeling, Administrative Secretary; Sarah Archer, Iris Waste Diversion Specialists; Tim Ervin, Alliance for Economic Success; Tom Kaminski, County Administrator/Controller; Leon Jabrocki, Area 31 Recycling & Disposal; Lindsey Marquardt, Chief Deputy County Clerk

The meeting was called to Order at 3:02 p.m.

NOTE – Items requiring Board Action are indicated in BOLD

P.A. 69 RECYCLING UPDATE

Sarah Archer with Iris Waste Diversions Specialists, presented the Manistee County Green Team Recycling Program Report of October 27, 2015. (APPENDIX A) At this time there are no new business sponsors. A meeting took place on September 5th with Manistee and Benzie Centra Wellness Employment Specialists regarding use of Manistee County sites for business recycling and possible partnerships.

Contamination of the Betsie Valley Site still continues. Cost of disposal for extra contamination at the Betsie Valley Site in March, April, June and August totaled \$1,120. Ms. Archer will looking into having a functioning camera to record the site as well as signage regarding illegal dumping at the site. Also Ms. Archer continues to look into moving the site. The surveillance

camera system at Onekama Township recycling site has been valuable in the identification of violators.

Ms. Archer attended the Board Meetings of all 7 current participating townships of the PA 69 Inter-local agreement. All 7 townships have voted to continue with the program.

The Michigan Department of Environmental Quality Scrap Tire Grant was reviewed and discussed with the County Administrator. Due to the labor required to host a scrap tire collection event, it was decided not to pursue the grant at this time.

REGIONAL RECYCLING INITIATIVE

Tim Ervin, with The Alliance for Economic Success addressed the "Proposed Concept, Defining a Sustainable Public/Private Model for Recycling in Manistee County. (APPENDIX C) The Recycling Coordinator, in partnership with the AES will meet with local units of government in the county to determine if they will formally support the development of a sustainable recycling program by resolution. The Coordinator and AES will also meet with neighboring counties to determine their interest in partnering in the effort. If there is broad-base support for the project the AES will move forward toward full funding for the development of a sustainable public/private recycling initiative.

AREA 31 RECYCLING CONTRACT WITH MANISTEE COUNTY

Leon S. Jabrocki of Area 31 Recycling & Disposal, LLC, was present to request the extension of the current recycling contract, with the current rate, through 2018. (APPENDIX D)

Moved by Shafer, seconded by Marshall to recommend to renew the contract with Area 31 Recycling & Disposal, LLC for the PA69 Recycling Program from January 1, 2016 through December 31, 2018.

RECYCLING SITE MONITOR COMPENSATION

Ms. Archer informed the committee that the site monitors currently receive \$15 per visit to monitor the recycling sites. A couple of the monitors visit their site twice a week and the others visit twice a week during the peak season and once a week during the off season. Some visit more often than they are reporting. Ms. Archer is requesting an increase from \$15 per visit to \$20 per visit.

Moved by Shafer, seconded Marshall by to recommend the increase of compensation for the recycle site monitors from \$15 per visit to \$20 per visit. Effective upon full Board approval.

ENERGY REPORT

Julie Schmeling worked with Kevin from SEEDS to use the Energy Portfolio Manager to put all the information in to use the reports in the Manager. A report showing energy usage for the years

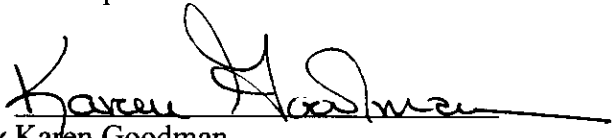
ending June 30, 2014 and June 30, 2015 for the Courthouse, Sheriff's Office and Health Department. (APPENDIX B)

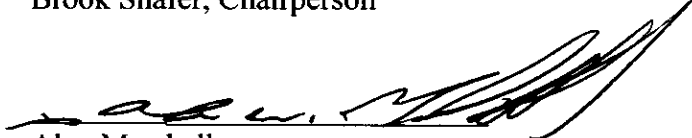
OTHER ITEMS FROM COMMITTEE MEMBERS

The next meeting for the Green Team/Recycling Committee will be January 28, 2016.

The meeting was adjourned at the Call of the Chair at 3:55 p.m.


Brook Shafer, Chairperson


Karen Goodman


Alan Marshall

**Manistee County Green Team
Recycling Program Report – October 27, 2015
Sarah Archer, Iris Waste Diversion Specialists, Inc.**

The following is a summary of Recycling Program activity since the August 2015 Green Team meeting.

Meeting Attendance

- Manistee Michigan Townships Association – August 26
- Green Team – August 27
- Regional Summit – September 17
- Conservation District HHW Committee – October 6

Current Volume Report

Total weight (pounds) of materials collected from 5 recycling drop-off sites.

January	41,220	April	38,320	July	53,155	October	
February	32,940	May	43,267	August	64,473	November	
March	49,540	June	57,685	September	52,658	December	
						Total To-Date	433,258

- August 2015 volume was up from August 2014 by 14% while September 2015 volume was down from September 2014 by 11%. Year to date volume decrease from 2014 is 13%.
- Total Year to Date Program costs are \$7,159.58 higher than 2014.

Education

- Monthly e-newsletters sent in September and October
- Resident calls regarding violation letter received; recycling questions

Business Sponsorship Program

- Sponsors to date:
 - Manistee Veterinary Hospital – Manistee (\$100)
 - Big Apple Bar & Restaurant – Arcadia (\$100)
 - Camp Arcadia – Arcadia (\$500)
 - M Bank – Kaleva (\$100)
 - Rosie's Country Café – (\$100)
- September 5 – Meeting with Manistee and Benzie Centra Wellness Employment Specialists regarding use of Manistee County sites for business recycling and possible partnerships. The Employment Specialists are currently working with clients who operate a small business that provides recycling collection services to small businesses. The materials collected are delivered to a local recycling drop-off location.

Operations

- Challenges with disposal of materials illegally dumped at Betsie Valley Site.
 - Cost of disposal for extra contamination at Betsie Valley site in March, April, June and August totaled \$1,120.
 - Large items left on ground outside of recycling bins are being picked up by the Recycling Coordinator and disposed of in County dumpsters upon approval by Bruce Schimke, Facilities Manager.
 - Both Cleon and Springdale Townships have offered the use of trash totes or dumpsters during the summer for disposal of large items that the site monitor cannot dispose of at her residence using

yellow trash bags. The Betsie Valley School will allow the Site Monitor to use the school trash dumpster, on occasion, for large items so long as it doesn't use up space for school trash.

- The surveillance camera at the Betsie Valley School is malfunctioning. A new security camera system is needed to improve site monitoring and record use of the site along. Signage regarding illegal dumping at the site is also needed.
- The surveillance camera system at Onekama Township recycling site has been valuable in the identification of violators. Photos and vehicle information is provided to the Sheriff's Office for followup.
- September 10 - Meeting with Benzie County Recycling Coordinator to discuss possible solutions since some of the violators are Benzie County residents.

Recruitment

- Attended the following Board Meetings to request renewal of PA69 Inter-local Agreements. All seven current participating Townships voted to continue with the program.
 - September 1 – Onekama Township Board
 - September 9 – Cleon Township Board
 - September 9 – Brown Township Board
 - September 10 – Arcadia Township Board
 - September 14 – Maple Grove Township Board
 - September 14 – Springdale Township Board
 - October 8 – Marilla Township Board

Other

- Met with Tim Ervin, AES on August 27 to discuss next steps for the Sustainable Regional Recycling Project. A concept was developed and a list of potential funders and partners were identified. The time frame for receipt of anticipated funding is mid-year 2016. The MDEQ and the Michigan Recycling Coalition are preparing to launch a program called Recycle by Design (RbD) Team Challenge. RbD is a market development strategy aimed at achieving Governor Snyder's ambitious goal of doubling Michigan's residential recycling rate by fostering public-private partnerships. The Recycling Coordinator is investigating the RbD Team Challenge to identify the potential for advancing the Sustainable Regional Recycling Project. A RbD brochure is enclosed for reference.
- The Tour of Emmet County Recycling operation scheduled for October 16 was cancelled due to lack of interest. A spring tour may be rescheduled.
- The Michigan Department of Environmental Quality Scrap Tire Grant was reviewed and discussed with the County Administrator. Due to the labor required to host a scrap tire collection event, it was decided not to pursue the grant at this time. The grant information was provided to the PA69 Townships for their consideration. The grant application is due October 30.
- The Manistee, Mason-Lake, Oceana Conservation Districts HHW Committee met on October 6 to discuss the 2015 event. Recycling Coordinator is assisting with development of 2016 Bid document. The Bid will be issued by the end of October for return by November 13. The Committee will make a decision on vendors for the 2016 events at the next meeting on November 17 at 8:30 am at the North Country Café, Scottville.

For Consideration

- Renewal of contract with Area 31 Recycling and Disposal

JANUARY	LBS	% Change from Previous Month
Arcadia Twp	7,442.0	-26%
Betsie Valley	9,110.0	-15%
Brown Twp	4,552.0	-31%
Maple Grove Twp	9,280.0	-34%
Onokama Twp	10,836.0	-19%
JANUARY TOTALS	41,220.0	-25%
FEBRUARY		
Arcadia Twp	6,293.0	-15%
Betsie Valley	7,319.0	-20%
Brown Twp	3,752.0	-18%
Maple Grove Twp	7,423.0	-20%
Onokama Twp	8,153.0	-25%
FEBRUARY TOTALS	32,940.0	-20%
MARCH		
Arcadia Twp	8,760.0	39%
Betsie Valley	9,955.0	36%
Brown Twp	6,471.0	72%
Maple Grove Twp	10,170.0	37%
Onokama Twp	14,184.0	74%
MARCH TOTALS	49,540.0	58%
APRIL		
Arcadia Twp	7,707.0	-12%
Betsie Valley	8,453.0	-15%
Brown Twp	4,199.0	-35%
Maple Grove Twp	7,946.0	-22%
Onokama Twp	10,015.0	-29%
APRIL TOTALS	38,320.0	-23%
MAY		
Arcadia Twp	9,422.0	22%
Betsie Valley	9,462.0	12%
Brown Twp	5,198.0	24%
Maple Grove Twp	7,351.0	-7%
Onokama Twp	11,834.0	18%
MAY TOTALS	43,267.0	13%
JUNE		
Arcadia Twp	14,555.0	54%
Betsie Valley	12,496.0	32%
Brown Twp	6,107.0	17%
Maple Grove Twp	7,935.0	8%
Onokama Twp	16,592.0	40%
JUNE TOTALS	57,685.0	33%

JULY	LBS	% Change from Previous Month
Arcadia Twp	13,991.0	42%
Betsie Valley	9,910.0	-7%
Brown Twp	5,273.0	-20%
Maple Grove Twp	7,126.0	-50%
Onokama Twp	16,855.0	26%
JULY TOTAL	53,155.0	-3%
AUGUST		
Arcadia Twp	17,375.0	78%
Betsie Valley	9,393.0	-12%
Brown Twp	4,869.0	-26%
Maple Grove Twp	7,492.0	-47%
Onokama Twp	25,344.0	90%
AUGUST TOTAL	64,473.0	18%
SEPTEMBER		
Arcadia Twp	12,505.0	27%
Betsie Valley	11,588.0	9%
Brown Twp	5,474.0	-16%
Maple Grove Twp	7,261.0	-49%
Onokama Twp	15,830.0	19%
SEPTEMBER TOTAL	52,658.0	-4%
OCTOBER		
Arcadia Twp		
Betsie Valley		
Brown Twp		
Maple Grove Twp		
Onokama Twp		
OCTOBER TOTAL		
NOVEMBER		
Arcadia Twp		
Betsie Valley		
Brown Twp		
Maple Grove Twp		
Onokama Twp		
NOVEMBER TOTAL		
DECEMBER		
Arcadia Twp		
Betsie Valley		
Brown Twp		
Maple Grove Twp		
Onokama Twp		
DECEMBER TOTAL		

YEAR TO DATE (In lbs.)	433,258.0
YEAR TO DATE (tons)	216.6

WWW.RECYCLE-BY-DESIGN.COM



MICHIGAN
RECYCLE
by

JOIN THE RECYCLE BY DESIGN TEAM CHALLENGE

Kicking off on 11/2/2015 —and with YOUR participation—the Challenge will achieve significant growth in Michigan's recycling rates through the implementation of strong public private partnerships

TOGETHER WE WILL MAKE A CHANGE



THE RECYCLE BY DESIGN TEAM CHALLENGE

will *incentivize* and *accelerate* the development and implementation of innovative strategies to *increase* recycling in Michigan.



RECYCLE BY DESIGN is the *catalyst*.

Recycle by Design is intended to facilitate important developments above and beyond the normal course of action. A public-private partnership approach will allow for focus on the socio-economic value of recycling and integrated waste management, not just bottom line costs. Through this process, the resulting projects will generate not only "hard" asset solutions, but also a "softer" awareness of the impacts of recycling on the local and regional economies. The Challenge seeks to bring local, regional, and statewide knowledge to bear within a P3 environment in order to:

Foster the implementation of business-driven investments in Michigan's recycling infrastructure;

Generate project proposals that focus on solutions which develop and promote innovation and integrate efforts across the state;

Build capacity in local communities while strengthening economic growth at the local, regional, and state level;

Contribute to a better understanding of the state's vulnerabilities, strengths, and interdependencies as they pertain to recycling and resource management;

Connect to local efforts and strengthen the collaboration within governments and between government, business, academic, non-profit, and other organizations such as economic development agencies;

Ignite and encourage innovative out-of-the-box thinking while addressing new industry trends; and

Execute world-class projects with regional impact that are replicable across the state.

FOR MORE INFORMATION CONTACT

Kerin O'Brien
Michigan Recycling Coalition
517.974.3672
kobrien@michiganrecycles.org

Matt Flechter
Michigan Department of
Environmental Quality
517.614.7353
flechterm@michigan.gov

Jeff George
IMG Rebel
917.399.7637
jgeorge@imgrebel.com

Recycle by Design is a market development strategy aimed at achieving Governor Snyder's ambitious goal of doubling Michigan's residential recycling rate by fostering public-private partnerships to meet identified needs.

Achieving the Governor's goal will require the implementation of a coherent infrastructure system that guarantees that the recycling rate increases at short notice and ensures the recycling rate will continue to grow.

A WINNING PROPOSAL MUST MEET THE FOLLOWING CRITERIA:



Implementation contributes (significantly) to an increase in the state recycling rate



Subscribing team is able and willing to implement the proposal



Subscribing team presents a solid business case and has arranged project financing (through private or public-private funding)



There has been active local participation in the design of the proposal and the subscribing team can demonstrate that the final proposal has the buy-in of the local community/communities

RECYCLE BY DESIGN is an approach that fosters public-private partnership (P3) solutions through innovative and collaborative relationships between the sectors.

Public-private partnerships offer development solutions at a time when traditional sources of funding and energy for development are under strain, yielding innovative funding and financing solutions for resilient recycling infrastructure without relying wholly on the public sector. This new P3 approach also offers synergies among partners and local communities by leveraging their collective talents, technologies, expertise, and convening power. When the private sector is fully engaged in a process where the public sector is defining its need, private sectors partnerships can respond with new and innovative ways to meet the need.



BY

timeline

1 TEAM DEVELOPMENT 11/2/15 - 1/31/16

- *Recycle by Design Team Challenge kick-off on Nov 2nd*
- *Formulation of community and regionally focused teams*
- *Formulation of conceptual proposals*

With the kick off of the Recycle by Design Challenge in early November, applicants will be given approximately three months to develop and submit a short 10-12 page proposal, the requirements of which will be detailed in a Recycle by Design Call for Innovation issued by Challenge organizers in early November 2015. The public program will include a "Jump Kit" that provides detailed information about the Challenge such as what the stages of the Challenge will look like, how the teams will interact and receive direction and support from advisors, what the evaluation criteria are for advancing a concept into an implementable design solution, and what levels of funding will be available to teams to support their design efforts as they move through the stages of the Challenge.

2 RESEARCH & COMMUNITY ENGAGEMENT 2/1/16 - 5/31/16

- *Study local and regional challenges and vulnerability*
- *Interact with government entities*
- *Engage with local community groups via publicly-held meetings*
- *Identify potential opportunities*

After review by the selection committee, the most promising proposals that meet the selection criteria will be invited to formally enter the Recycle by Design Challenge. These teams will be given access to an electronic data room that will allow them to carry out the research and development necessary to further refine their concepts into workable proposals. During this stage, it will be critically important for the teams to interact with local communities design solutions that will ultimately have community buy-in. During Stage 2, each participating team will be eligible for up to \$20,000 to help cover internal team costs associated with this stage. At the end of Stage 2, it is anticipated that at least five but no more than ten teams will then be selected to move forward to Stage 3.

3 DEVELOPMENT & SELECTION OF PROPOSALS 6/1/16 - 10/31/16

- *Teams work closely with local public officials, community leaders and expert advisors in the field*
- *Take concepts to design solutions*
- *Push innovation while maintaining local and regional priorities*
- *5-7 most promising projects move to implementation*

During this stage, teams will intensely focus on their solutions to maximize the physical, social, economic, and ecological impacts to the community and region through improved recycling and resource capture. The teams will develop the implementation plans in partnership with local stakeholder coalitions—incorporating research, analysis, and feedback from as many participants as possible at which point final presentations will be made to the selection committee. During this stage, each team will also have direct access to and work closely with the Challenge advisors who can offer technical and financial implementation expertise. In Stage 3, each participating team will be eligible for up to an additional \$30,000 to help cover internal team costs associated with this stage. The selection committee will then take the time needed to review the most promising designs, interacting with each of the teams to ensure a complete understanding of what is being proposed and the impacts of implementation.

4 IMPLEMENTATION OF WINNING PROPOSALS 11/1/16 & BEYOND

- *Build new more resilient recycling infrastructure through smarter design*
- *Drive change through how we design, build, and legislate for the future*

After announcement of the winning Recycle by Design proposals, selected proposals will be implemented through various forms of public-private partnerships that bring their solutions from an idea to reality. It is anticipated that, if funding gaps exist for the implementation of the winning proposals, assistance will be provided to attract needed resources to complete implementation. Again in Stage 4, each winning proposal will continue to have access to the Challenge advisors to ensure that the benefits offered by each project are maximized.

APPENDIX B

Green Team Reports
 Date Generated: 10/27/2015 08:50 PM EDT
 Number of properties in report: 8

Property ID	Property Name	Year Ending	Electricity Use - Bid Purchase (kWh)	Natural Gas Use (therms)	Energy Cost (\$)	Energy Cost Intensity (\$/sq ft)	Total Water Cost (All Water Sources) (\$)	Electricity (Bid Purchase) Cost (\$)	Natural Gas Cost (\$)	Water Use (All Water Sources) (gals)
1417438	Manistee County, MI - Courthouse &	6/30/2015	316255.6	15617.6304737	55804.63	1.44	4894.09	42565.86	15238.97	177.9
1417438	Manistee County, MI - Courthouse &	6/30/2014	324065.8	15087.6109173	58943.64	1.53	4103.7	44674.48	14268.16	209
1424945	Manistee County, MI - Sheriff's Office	6/30/2015	491911	21099.15833	65239.99	2.73	12102.51	52106.71	13134.22	1087
1424945	Manistee County, MI - Sheriff's Office	6/30/2014	495135.1	28162.67153	73213.87	3.06	18098.69	52242.78	20971.09	1678.9
1707153	Manistee County, MI - Health Department	6/30/2015	75984.2	2484.8862108	13759.22	1.27	1289.43	11497.69	2261.53	61
1707153	Manistee County, MI - Health Department	6/30/2014	75553.5	2752.43193189	13900.14	1.29	858.97	11030.29	2869.85	73

**Proposed Concept
Defining a Sustainable Public/Private Model for
Recycling in Manistee County**

Assumptions/Status

- The recycling programs in Manistee County, including those under Michigan Act 69 are not sustainable because they do not generate sufficient revenues to cover operating, marketing and other expenses of a comprehensive recycling program.
- Studies and research continue to demonstrate the value of recycling for multiple reasons: environmental/natural resources protection; energy savings; and place making given the importance that the general population places on responsible recycling and energy savings.
- Public and Public/Private model exists that for recycling that are sustainable and achieving the demonstrated values of responsible recycling. Many of these, particularly in rural areas, require the development of regional strategies to create an economy of scale and critical mass to achieve sustainability.
- The Green Team and the Manistee County Recycling Coordinator have proposed an initiative to develop a sustainable recycling program that has been supported by the County Board of Commissioners.

Recommendations

It is recommended that the following steps be taken to develop such a program:

1. The Recycling Coordinator (Coordinator), in partnership with the Alliance for Economic Success (AES), will meet with local units of government in the county to determine if they will formally support the development of a sustainable recycling program by resolution.
2. The Coordinator and AES will also meet with neighboring counties to determine their interest in partnering in this effort.
3. If there is broad-based approach for the project the AES will work with the following funding sources to achieve full funding for the development of a sustainable public/private recycling initiative as was initially proposed for funding through the Michigan DEQ.:
 - USDA Rural Development – Rural Business Development Grant Program.
 - Oleson Foundation
 - Consumers Energy Foundation
 - Mich. Dept. Environmental Quality
 - Michigan Econ. Development Corporation
 - Others, as appropriate

Under this approach, it is assumed that funding would be secured such that the project would begin in 2016 and end during the first half of 2017.

Area 31 Recycling & Disposal, LLC
3695 N. U.S. 31
Scottville, MI 49454
231-757-9700
231-757-9668 fax

20 October 2015

Sarah Archer
Manistee County Recycling Coordinator
415 Third St.
Manistee, MI 49660

Dear Sarah:

In response to our conversation, Area 31 Recycling & Disposal, LLC would like to extend the current recycling contract with Manistee County that expires on December 31, 2015 for another three (3) year term. We would agree to freeze all pricing to the 2015 rates for the length of the three (3) year term, which would extend through December 31, 2018.

Working together, we have been able to match the container size necessary for each location to gain the maximum benefit to the county, and we can easily add or remove containers to handle the increase or decrease in yardage. Over the past 3 years, we have worked closely with you to communicate any issues that arise and search for possible solutions to help minimize contamination at the sites. As we service the containers, we have talked to many residents who utilize the program and explained to them why or why not certain items are acceptable which helps reduce contamination and keep costs down.

We take the recycling program very seriously and want it to be successful. We are the only family-owned recycling and waste hauling company in the area, and the county's money stays local. We would like to continue to service the county recycle program because it will complement our transfer facility in Kaleva and help our plan to recycle more items once we are operational in the spring of 2016.

Thank you for your consideration, and if you have any questions, please feel free to contact me.

Sincerely,



Leon S. Jabrocki
Area 31 Recycling & Disposal, LLC

RECEIVED
OCT 28 2015

Cc: Tom Kaminski, Manistee County Administrator