



CLERK

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GREEN TEAM/RECYCLING COMMITTEE MINUTES

Thursday, December 3, 2020
8:30 a.m.

Manistee County Courthouse & Government Center
Board of Commissioners Meeting Room

MINUTES

Members Present: Gene Lagerquist (on-line), Mark Bergstrom (on-line) and Margaret Batzer (on-line)

Members Absent: None

Others Present: Sarah Archer, Iris Waste Diversion Specialists; Lisa Sagala, County Administrator/Controller; Julie Schmeling, Administrative Secretary; Joy Smith; Renee Mallison, Conservation District; Rosemary Smith; Jill M. Nowak, County Clerk

The meeting was called to Order at 8:30 a.m.

NOTE – Items requiring Board Action are indicated in BOLD

The County Board and its Committees are operating remotely and electronically by Zoom under SB 1108 due to the COVID-19 pandemic.

P.A. 69 RECYCLING UPDATE

Sarah Archer, Iris Waste Diversion Specialists, presented the Manistee County Green Team Recycling Program Reports of September 22, October 20 and December 2, 2020 along with a monthly Volume Data Report. (Appendix A) Ms. Archer reviewed highlights such as the Scrap Tire Event on September 26, 2020 which was held at Bay Area Recycling for Charities (BARC) with 127 cars representing every community in Manistee County and the grant extension for remaining EGLE Grant monies was approved into 2021.

Dickson Township has joined the PA 69 Recycling program effective January 1, 2021. All seven (7) existing Townships have renewed the Interlocal Agreements for 2021.

The Quality Improvement Grant that funded the audit in Onekama Township is still in progress. Now that education materials were distributed a second audit has been rescheduled and set for December 16th at the American Waste Facility. Work is still in progress concerning relocation of the Onekama recycling site, as well as Kaleva would like their site moved.

The EGLE Recycling Quality Improvement Grant also had lower expenditures than projected. The Grantor has approved using funds for an online directory and fencing at the Onekama Township site to be relocated to the fairgrounds. Mr. Lagerquist suggested to ask the Road Commission to help gravel an area at the Onekama recycling site. The online directory called Waste Wizard lets residents go on-line and ask how to recycle an item. This can be added to the new County's CivicPlus website. The cost is based on population, approximately \$1,500 per year for Manistee County. This years start up is covered by the grant and the annual rate could be budgeted.

Talks continue to be had concerning polystyrene (Styrofoam) recycling in partnership with BARC and the Manistee Conservation District.

Discussion took place concerning County-wide recycling and how that could be obtained. Whether that would mean the Conservation District handling recycling or a County-wide millage. Expenses were discussed and the need for Sarah to stay on board with her knowledge and statewide connections. Even though budgets have no extra money in them now or for the next few years, it is worth exploring. It was recommended for Sarah and Renee Mallison to discuss and in a few months, bring this information back to the Green Team for more discussion.

OTHER ITEMS FROM COMMITTEE MEMBERS

None.

The meeting was adjourned at the Call of the Chair at 9:37 a.m.

Gene Lagerquist

Mark Bergstrom

Margaret Batzer, Chairperson

**Manistee County Green Team
Recycling Program Report – December 2, 2020
Sarah Archer, Iris Waste Diversion Specialists, Inc.**

The following is a summary of Recycling Program activity since October 21, 2020

Meeting Attendance

- Green Team – October meeting cancelled

Current Volume Report

Total weight (pounds) of materials collected from 6 recycling drop-off sites. See attached Volume Report.

January	34,840	April	36,128	July	47,580	October	37,239
February	32,558	May	37,744	August	46,821	November	
March	36,154	June	49,842	September	51,892	December	
						Total To-Date	410,798

- There was a 10% increase in volume through October 2020 compared to the same period in 2019.
- Total program costs through October are \$2,653.33 higher compared to the same period in 2019.

Education

- Monthly e-newsletter sent.

Grant Projects

- **EGLE 2020 RECYCLING QUALITY IMPROVEMENT GRANT**
 - The follow up audit of recyclables scheduled for Wednesday, November 11 at the American Waste Material Recovery Facility in Traverse City had to be rescheduled to Wednesday, December 16 due to an operational oversight at the facility.
 - Reimbursement for expenditures paid to date will be requested in December. Expenditures include printing and mailing of 2 educational postcards mailed to all households in Manistee County, PA69 recycling site signage, SEEDS Eco-Corp staff for recycling audit and on-site recycling user study.
 - Expenditures came in lower than projected and the Grantor has approved using the funds for an online material directory and towards fencing at the Onekama Township site when relocated in 2021. The ReCollect Waste Wizard is recommended by Archer because this tool is easily integrated into the CivicPlus website platform and is user-friendly for information management and for residents. The Waste Wizard is a search tool that provides the user with local options for recycling, reusing, donating, or disposing of unwanted materials. The options would be input by Archer and her team based on the information provided in the current 2-Go-Zero Guide. The Waste Wizard allows for further expansion of material options and can be more regularly updated. Archer and her team have experience setting up and maintaining the Waste Wizard tool. To experience how the Waste Wizard tool functions, visit the Grand Traverse County website (CivicPlus platform). The name of their Waste Wizard is the "Take it Back Directory" <http://recyclesmart.info/983/Take-It-Back-Recycling-Directory>.

The screenshot shows the website header with navigation links: ABOUT RECYCLESMART, NEWS & EVENTS, EDUCATION & OUTREACH, and WASTE MANAGEMENT. The main content area is titled 'TAKE IT BACK DIRECTORY' and includes a search bar with a magnifying glass icon. Below the search bar are four icons representing different services: 'Take It Back Directory', 'RecycleSmart Resealable Hazardous Waste Appearance System', 'Waste Sorting Guide', and 'Need Help?'. A search prompt reads: 'Type the name of an item and we will give you options on how to re-use, recycle, or dispose of it'. A 'Search' button is located to the right of the search bar. The footer includes 'List of Sites' and 'Powered by RecycleSmart'.

Operations

- Relocation of Recycling Sites in Kaleva and Onekama Township have been delayed due to the Coronavirus pandemic.
- Recycling Site Road Sign
The recycling road sign has been ordered as part of the EGLE Recycling Quality Improvement grant and will be delivered to Village of Copenish for installment by their DPW.
- Archer is preparing for establishment of a recycling site at Dickson Township in January and has advised the recycling hauler in writing of need for an additional recycling bin and weekly service. Dickson Township has removed their recycling bin at their Transfer Station and is directing residents to use the PA69 recycling sites. This early use of the sites has increased volumes and caused some overflow issues at the Brown Township site. This was addressed with Dickson Township who indicated their willingness to pay for use prior to their official participation in the PA69 recycling program in January. Archer determined a cost for November and December; however, the Dickson Township Board did not support the cost siting it was too high. An alternative option is being investigated.

Manistee County PA 69 Recycling Program

Monthly Volume Data Report

October 2020

JANUARY	LBS	% Change from Previous Month
Arcadia Twp	7,480.0	13%
Brown Twp	4,176.0	19%
Cleon Twp	2,873.0	166%
Maple Grove Twp	5,759.0	18%
Onokama Twp	11,420.0	1%
Springdale Twp	3,132.0	33%
JANUARY TOTALS	34,846.0	17%
FEBRUARY		
Arcadia Twp	6,318.0	-16%
Brown Twp	3,910.0	-6%
Cleon Twp	2,533.0	-12%
Maple Grove Twp	5,453.0	-5%
Onokama Twp	11,647.0	2%
Springdale Twp	2,697.0	-14%
FEBRUARY TOTALS	32,558.0	-7%
MARCH		
Arcadia Twp	6,972.0	10%
Brown Twp	4,185.0	7%
Cleon Twp	3,134.0	24%
Maple Grove Twp	6,280.0	15%
Onokama Twp	12,356.0	6%
Springdale Twp	3,227.0	20%
MARCH TOTALS	36,154.0	11%
APRIL		
Arcadia Twp	8,316.0	19%
Brown Twp	3,990.0	-5%
Cleon Twp	2,991.0	-5%
Maple Grove Twp	5,873.0	-6%
Onokama Twp	11,967.0	-3%
Springdale Twp	2,991.0	-7%
APRIL TOTALS	36,128.0	0%
MAY		
Arcadia Twp	9,240.0	11%
Brown Twp	4,106.0	3%
Cleon Twp	2,841.0	-5%
Maple Grove Twp	6,158.0	5%
Onokama Twp	12,319.0	3%
Springdale Twp	3,080.0	3%
MAY TOTALS	37,744.0	4%
JUNE		
Arcadia Twp	13,510.0	46%
Brown Twp	4,504.0	10%
Cleon Twp	3,241.0	14%
Maple Grove Twp	6,667.0	8%
Onokama Twp	18,463.0	50%
Springdale Twp	3,457.0	12%
JUNE TOTALS	49,842.0	32%

JULY	LBS	% Change from Previous Month
Arcadia Twp	9,765.0	-28%
Brown Twp	4,096.0	-9%
Cleon Twp	2,027.0	-37%
Maple Grove Twp	4,739.0	-29%
Onokama Twp	24,511.0	33%
Springdale Twp	2,442.0	-29%
JULY TOTAL	47,586.0	-5%
AUGUST		
Arcadia Twp	16,266.0	67%
Brown Twp	3,312.0	-19%
Cleon Twp	2,583.0	27%
Maple Grove Twp	4,936.0	4%
Onokama Twp	17,141.0	-30%
Springdale Twp	2,583.0	6%
AUGUST TOTAL	46,821.0	-2%
SEPTEMBER		
Arcadia Twp	15,135.0	-7%
Brown Twp	4,902.0	48%
Cleon Twp	3,777.0	46%
Maple Grove Twp	7,309.0	48%
Onokama Twp	16,992.0	-1%
Springdale Twp	3,777.0	46%
SEPTEMBER TOTAL	51,892.0	11%
OCTOBER		
Arcadia Twp	9,143.0	-40%
Brown Twp	4,064.0	-17%
Cleon Twp	2,932.0	-22%
Maple Grove Twp	5,977.0	-18%
Onokama Twp	12,191.0	-28%
Springdale Twp	2,932.0	-22%
OCTOBER TOTAL	37,239.0	-28%
NOVEMBER		
Arcadia Twp	0.0	
Brown Twp	0.0	
Cleon Twp	0.0	
Maple Grove Twp	0.0	
Onokama Twp	0.0	
Springdale Twp	0.0	
NOVEMBER TOTAL	0.0	
DECEMBER		
Arcadia Twp	0.0	
Brown Twp	0.0	
Cleon Twp	0.0	
Maple Grove Twp	0.0	
Onokama Twp	0.0	
Springdale Twp	0.0	
DECEMBER TOTAL	0.0	

YEAR TO DATE (in lbs.)	410,798.0
YEAR TO DATE (tons)	205.4

Year to date comparison by site

Totals in pounds	Oct-19	Oct-20
Arcadia Twp	12,908.0	9,143.0
Brown Twp	3,645.0	4,064.0
Cleon Twp	3,000.0	2,932.0
Maple Grove Twp	6,382.0	5,977.0
Onokama Twp	12,122.0	12,191.0
Springdale Twp	3,382.0	2,932.0
Unassigned Extra Service	N/A	N/A
Totals in pounds	41,439	37,239

Totals in tons	Oct-19	Oct-20
Arcadia Twp	6.5	4.6
Brown Twp	1.8	2.0
Cleon Twp	1.5	1.5
Maple Grove Twp	3.2	3.0
Onokama Twp	6.1	6.1
Springdale Twp	1.7	1.5
Unassigned Extra Service	N/A	N/A
Totals in Tons	20.7	18.6

**Manistee County Green Team
Recycling Program Report – October 20, 2020
Sarah Archer, Iris Waste Diversion Specialists, Inc.**

The following is a summary of Recycling Program activity since September 22, 2020

Meeting Attendance

- Green Team – September meeting cancelled
- Onekama Township Board – October 6, 2020
- Cleon Township Board – October 14, 2020

Current Volume Report

Total weight (pounds) of materials collected from 6 recycling drop-off sites. See attached Volume Report.

January	34,840	April	36,128	July	47,580	October	
February	32,558	May	37,744	August	46,821	November	
March	36,154	June	49,842	September		December	
						Total To-Date	321,667

- There was a 3% decrease in volume through August 2020 compared to the same period in 2019.
- Total program costs through August are \$2,610.53 higher compared to the same period in 2019.

Education

- Monthly e-newsletter sent.

Grant Projects

- **EGLE 2020 SCRAP TIRE COLLECTION GRANT**
 - September 26 event in partnership with Bay Area Recycling for Charities (BARC), Kaleva
 - 127 cars representing every community in Manistee County
 - Event summary attached
- **EGLE 2020 RECYCLING QUALITY IMPROVEMENT GRANT**
 - The grant activities have identified the most prevalent contaminant to be plastic bags/plastic film and recyclables in plastic bags. A postcard has been mailed to all households in Manistee County to bring awareness to these contaminants.
 - A follow up audit of recyclables will be conducted on Wednesday, November 11 at the American Waste Material Recovery Facility in Traverse City. Commissioners and staff are invited to assist with the sort.

Recruitment

- Renewal of Interlocal Agreements for 2021 have been completed with existing Townships and Dickson Township has signed on to join the program. Townships participating in 2021 are:
 - Arcadia Township
 - Brown Township
 - Cleon Township
 - Dickson Township
 - Maple Grove Township
 - Marilla Township
 - Onekama Township
 - Springdale Township

Operations

- **Relocation of Recycling Sites**

At the October meeting of the Onekama Township Board, Archer provided an update on the status of moving the recycling site to the County Fairgrounds. Funding for site improvements will be needed. Archer will be seeking out partnerships and funders ahead of making application for a Michigan EGLE Infrastructure grant in 2021, which has a cash match requirement.

Bay Area Recycling for Charities has agreed to host the recycling site currently located in the Village of Kaleva. A meeting with BARC and Maple Grove Township Supervisor to determine exact location on their property for bins and PCA trailer is being scheduled.

- **Recycling Site Road Sign**

Cleon Township has requested a directional road sign to the recycling site in the Village of Copemish. Archer has contacted the Road Commission Manager to verify jurisdiction for the roadway where the sign would be erected to be the Village. Cleon Township has made initial contact with the Village for follow up by Archer.

Other

- **HHW Event Logistics**

Archer sits on the Household Hazardous Waste Coordinating Committee and has suggested changes to the setup of the annual event at the Road Commission. The Manistee Conservation District was open to the idea and details were discussed on a call in October with Renee Mallison, Executive Director and Dave Wallace, Board Chair.

- **Polystyrene Recycling**

Archer coordinated a virtual meeting to discuss the prospects of a polystyrene recycling program in partnership with Bay Area Recycling for Charities and the Manistee Conservation District. This was an introductory meeting with Andy Gale, BARC Founder/President, Renee Mallison, Conservation District Executive Director and Dave Wallace, Conservation District Board Chair. A follow up meeting is being scheduled for December.

A-6

Manistee County Scrap Tire September 26, 2020 Event Summary

Bay Area Recycling for Charities (BARC)
14407 Industrial Drive, Kaleva
10am - 2pm

Tire Hauler	CM Rubber Recycling	
Cash Collected	\$2,214.00	
Tires Off Rims	1153	
Tires on Rims	48	
Total Tires	1,157	
Car Count	127	
Iris Staff Present	Sarah Archer, Tracy Purrenhage	
Volunteers	Bear Lake Students Aspen Brave Bull Isaiah Estrada Xander Selders Kalissa Swanson	Residents Paul Adamski, Brown Twp. Jim Jurewicz, Springdale Twp.
BARC Staff provided help with unloading vehicles and moving tires with forklift to tire trailers throughout event		

Intake Survey Results			
Heard of Event By:		Municipality Count	
Manistee News Advocate	31	Arcadia Township	4
Social Media	27	Bear Lake Township/Village	22
Family or Friend	24	Brown Township	6
Flyer	23	Cleon Township/Copemish	6
Internet	4	Dickson Township/Brethren	7
Manistee County E-newsletter	2	Filer Township	1
Radio	2	Manistee City	4
Road Sign	2	Manistee Township/East Lake	26
Attended Before	1	Maple Grove Township/Kaleva	14
2GoZero Hotline	1	Marilla Township	1
HHW Event	1	Norman Township/Wellston	8
Flyer in Times	1	Onekama Township/Village	7
		Pleasanton Township	8
		Springdale Township	12
		Stronach Township	1

**Manistee County Green Team
Recycling Program Report – September 22, 2020
Sarah Archer, Iris Waste Diversion Specialists, Inc.**

The following is a summary of Recycling Program activity since August 26, 2020

Meeting Attendance

- Green Team – August 27, 2020
- Dickson Township Board – September 9, 2020
- Brown Township Board – September 9, 2020
- Maple Grove Township Board – September 14, 2020
- Springdale Township Board – September 14, 2020

Current Volume Report

August totals were not available at the time of this report. Total weight (pounds) of materials collected from 6 recycling drop-off sites to-date.

January	34,840	April	36,128	July	47,580	October	
February	32,558	May	37,744	August		November	
March	36,154	June	49,842	September		December	
Total To-Date							274,846

Education

- Monthly e-newsletter sent.

Grant Projects

- **EGLE 2020 SCRAP TIRE COLLECTION GRANT**
 - September 26 – In partnership with Bay Area Recycling for Charities (BARC), Kaleva
 - EGLE has approved the request for an extension of the 2020 grant into 2021.
- **EGLE 2020 RECYCLING QUALITY IMPROVEMENT GRANT**
 - Bi-weekly check-in with grantor – Zoom calls - June 24, July 8, July 22, August 5, August 19
 - On-site survey of users of Onekama Township recycling site results
 - 160 surveyed
 - 45% year-round residents
 - 43% seasonal residents
 - User's residency: Onekama 66.25%, Manistee Township 8.2%, Bear Lake 7.5%, Other 5.6%, Maple Grove Township 8.2%
 - 55 new subscribers to monthly e-newsletter (34%)
 - Top contamination: Plastic bags/film 25.6%, Trash 11.25%, Tanglers 9.4%
 - Next phase of grant is to work with grantor to develop a postcard mailer on the targeted contaminant, plastic bags/plastic film, for a mailing in October.
 - Bin signage has been designed and is pending printing until a budget review with the grantor.

Recruitment

- Dickson Township voted on September 9, 2020 to join the PA69 Recycling program. The Interlocal Agreement has been fully executed with participation effective January 1, 2021.
- Renewal of Interlocal Agreements with existing Townships is in progress. To-date, renewals have been approved by the Boards of Arcadia, Brown, Maple Grove, and Springdale Townships. Renewal will be taken up at the October board meetings for Onekama, Cleon and Marilla Townships.



125 Rowell Court
Falls Church, VA 22046

RECYCLINGPARTNERSHIP.ORG

Commissioner Jeff Dontz
Chair, Board of Commissioners
Manistee County
415 Third St.
Manistee, MI 49660

November 3, 2020

Dear Commissioner Dontz,

I hope this note finds you well. On behalf of The Recycling Partnership, I wish to commend you and the Manistee County Board of Commissioners on all of your hard work to protect the wellbeing of both the people and environment of Manistee County, in light of COVID-19 and beyond. We appreciate how much strain the current situation has placed on local governments for both your near-term operations and your long-term goals as a county. In the midst of such challenging times, we are excited to have provided a cash grant of up to \$28,773 this year to support in your efforts to improve recycling access and education for Manistee County residents.

A recent survey commissioned by The Recycling Partnership reveals that 83% of Americans view recycling as a valuable public service. Recycling drop-off sites throughout the county make this valuable public service available to most Manistee County residents. But access to services is only half the equation. Contamination in the recycling stream, due to residents' confusion of what is and is not recyclable, makes it more difficult, costly and sometimes impossible to sort, process, and return valuable materials to the manufacturing supply chain. Recycling education can change that. We want to celebrate your leadership in prioritizing recycling access and education for the benefit of your residents, your county operations, the environment, and the greater U.S. manufacturing supply chain.

The recyclable materials collected by Manistee County's drop-off sites become important feedstock for U.S. manufacturing, an essential service. These raw materials are necessary for the production of many critical products, especially during the COVID-19 crisis, such as cardboard boxes for home delivery, toilet paper, and safe packaging for food and medical supplies. According to the Institute of Scrap Recycling Industries, in Michigan recycling generates more than \$3.4 billion in economic impact, including \$1 billion in wages, \$367 million in tax revenue and more than 17,800 jobs.

We are thrilled to partner with Manistee County to support this important advancement for recycling. My colleagues and I have worked closely with Sarah Archer from Iris Waste Diversion Specialists, who is proving to be an outstanding partner.

Please know The Recycling Partnership is here to serve as a resource to you and your staff as you continue to advance recycling access and education in Manistee County. We know these are tough times for local governments, and we hope The Recycling Partnership's free resources, technical assistance, and grant funding can help make at least one essential service – recycling – just a bit easier. Thank you again for all that you do to support the wellbeing of Manistee County residents, the Michigan environment and economy, and our nation's manufacturing supply chain.

Sincerely,

Katherine Huded
Manager, Public Affairs
The Recycling Partnership
khuded@recyclingpartnership.org