



**CLERK**

Jill M. Nowak  
(231) 723-3331

**CONTROLLER/ADMINISTRATOR**

Lisa Sagala  
(231) 398-3504

**Board of Commissioners**

**CHAIRPERSON**

Jeffrey Dontz

**VICE-CHAIRPERSON**

Karen Goodman

Margaret Batzer

Eric Gustad

Pauline Jaquish

Nikki Koons

Richard Schmidt

**GREEN TEAM/RECYCLING COMMITTEE MINUTES**

Thursday, February 24, 2022  
8:30 a.m.

Manistee County Courthouse & Government Center  
Board of Commissioners Meeting Room

**MINUTES**

Members Present: Eric Gustad, Nikki Koons and Margaret Batzer, Chairperson

Members Absent: None

Others Present: Lisa Sagala, Administrator/Controller, Sarah Archer, Iris Waste Diversion Specialist; Renee Mallison, Manistee County Conservation District; Andy Gale, Karla Smith-Kasten and Lydia Gulow, Bay Area Recycling for Charities; Lindsey Marquardt, Chief Deputy Clerk

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

**NOTE – Items requiring Board Action are indicated in BOLD**

**PUBLIC COMMENT**

None.

**P.A. 69 RECYCLING UPDATE**

Sara Archer presented the P.A. 69 Recycling Update Report of February 24, 2022. (APPENDIX A) The first invoices from GFL have been received. The invoices show a decrease in volume for January but that could be due to adjustments being made during the transition of haulers. Problems continue with accessing the subscriber list in CivicSend, which kept the February e-newsletter from being issued.

Site monitors have been notified of the change in program management and will be provided new site inspection forms with new contact information. They have been informed of the increase in the site inspection rate and all have expressed their appreciation for the increase.

The Manistee County Board of Commissioners approved the Recycling Program Management contract with Bay Area Recycling for Charities (BARC) effective March 1, 2022 for a period of 3 years. Sarah will have a binder of documents for the program managers, as well as a shared digital file of documents available.

Andy Gale, with Bay Area Recycling for Charities, introduced the new Recycling Program directors, Karla Smith-Kasten and Lydia Gulow. They are excited to start with the program starting March 1, 2022.

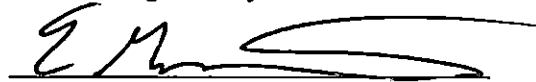
#### **RECYCLING GRANT FROM MCCF**

The letter from the Manistee County Community Foundation (Appendix B) regarding the grant for the Recycling Drop-off Site Relocation. There was concern that the project will be unable to meet the deadline of April 30, 2022 for completion. Laura Heintzelman will be contacted regarding a possible extension of the grant. If an extension isn't granted the County may need to decline the grant and reapply for the grant in the next grant cycle.

#### **OTHER ITEMS FROM COMMITTEE MEMBERS**

The Committee thanked Sarah Archer for her 10 years of dedication and hard work as director of the Manistee County Recycling Program.

The meeting was adjourned at the Call of the Chair at 8:57 a.m.



Eric Gustad



Nikki Koons



Margaret Batzer, Chairperson

**Manistee County Green Team  
 Recycling Program Report – February 24, 2022  
 Sarah Archer, Iris Waste Diversion Specialists, Inc.**

The following is a summary of Recycling Program activity since January 27, 2022.

Meeting Attendance

- Green Team – January 27, 2021 – virtual

Current Volume Report

Total weight (pounds) of materials collected from 6 PA69 Recycling Program drop-off sites in 2022.

**See attached Volume Report for details.**

January	22,000	April		July		October		
February		May		August		November		
March		June		September		December		
							Total To-Date	22,000

Education

- Problems with accessing the subscriber list in CivicSend kept the February e-newsletter from being issued.
- Website information and documents updated with new contact information.

Grant Projects

- EGLE MATERIALS MANAGEMENT COUNTY ENGAGEMENT GRANT
  - No update

Operations

- Site Monitors have been notified of change in program management and will be provided new site inspection forms with new contact information. They have been informed of the increase in the site inspection rate and all have expressed their appreciation for the increase.

Program Management Transition

- Board of Commissioners approved the Recycling Program Management contract with Bay Area Recycling for Charities (BARC) effective March 1, 2022 for a period of 3 years.
- An introductory call occurred between Archer, Iris Waste Diversion Specialists and Andy Gale's, Bay Area Recycling for Charities Kaleva staff Karla Smith-Kasten and Lydia Gulow, along with Callie Crow, Office Manager of the Traverse City office. Karla Smith-Kasten will be the main point of contact and serve in the role of Recycling Coordinator. She can be reached by cell phone 231.342.1543 or email at reuse@mybarc.org.
- Archer will meet with Karla and Lydia to go over program details on February 24.

Manistee County PA 69 Recycling Program

Monthly Volume Data Report

JANUARY	LBS	% Change from Previous Month	JULY	LBS	% Change from Previous Month
Arcadia Twp	3,600.0		Arcadia Twp	0.0	
Brown Twp	2,700.0		Brown Twp	0.0	
Cleon Twp	1,500.0		Cleon Twp	0.0	
Dickson Twp	1,800.0		Dickson Twp	0.0	
Maple Grove Twp	3,300.0		Maple Grove Twp	0.0	
Onekama Twp	9,300.0		Onekama Twp	0.0	
<b>JANUARY TOTALS</b>	<b>22,200.0</b>		<b>JULY TOTAL</b>	<b>0.0</b>	
<b>FEBRUARY</b>			<b>AUGUST</b>		
Arcadia Twp	0.0		Arcadia Twp	0.0	
Brown Twp	0.0		Brown Twp	0.0	
Cleon Twp	0.0		Cleon Twp	0.0	
Dickson Twp	0.0		Dickson Twp	0.0	
Maple Grove Twp	0.0		Maple Grove Twp	0.0	
Onekama Twp	0.0		Onekama Twp	0.0	
<b>FEBRUARY TOTALS</b>	<b>0.0</b>		<b>AUGUST TOTAL</b>	<b>0.0</b>	
<b>MARCH</b>			<b>SEPTEMBER</b>		
Arcadia Twp	0.0		Arcadia Twp	0.0	
Brown Twp	0.0		Brown Twp	0.0	
Cleon Twp	0.0		Cleon Twp	0.0	
Dickson Twp	0.0		Dickson Twp	0.0	
Maple Grove Twp	0.0		Maple Grove Twp	0.0	
Onekama Twp	0.0		Onekama Twp	0.0	
<b>MARCH TOTALS</b>	<b>0.0</b>		<b>SEPTEMBER TOTAL</b>	<b>0.0</b>	
<b>APRIL</b>			<b>OCTOBER</b>		
Arcadia Twp	0.0		Arcadia Twp	0.0	
Brown Twp	0.0		Brown Twp	0.0	
Cleon Twp	0.0		Cleon Twp	0.0	
Dickson Twp	0.0		Dickson Twp	0.0	
Maple Grove Twp	0.0		Maple Grove Twp	0.0	
Onekama Twp	0.0		Onekama Twp	0.0	
<b>APRIL TOTALS</b>	<b>0.0</b>		<b>OCTOBER TOTAL</b>	<b>0.0</b>	
<b>MAY</b>			<b>NOVEMBER</b>		
Arcadia Twp	0.0		Arcadia Twp	0.0	
Brown Twp	0.0		Brown Twp	0.0	
Cleon Twp	0.0		Cleon Twp	0.0	
Dickson Twp	0.0		Dickson Twp	0.0	
Maple Grove Twp	0.0		Maple Grove Twp	0.0	
Onekama Twp	0.0		Onekama Twp	0.0	
<b>MAY TOTALS</b>	<b>0.0</b>		<b>NOVEMBER TOTAL</b>	<b>0.0</b>	
<b>JUNE</b>			<b>DECEMBER</b>		
Arcadia Twp	0.0		Arcadia Twp	0.0	
Brown Twp	0.0		Brown Twp	0.0	
Cleon Twp	0.0		Cleon Twp	0.0	
Dickson Twp	0.0		Dickson Twp	0.0	
Maple Grove Twp	0.0		Maple Grove Twp	0.0	
Onekama Twp	0.0		Onekama Twp	0.0	
<b>JUNE TOTALS</b>	<b>0.0</b>		<b>DECEMBER TOTAL</b>	<b>0.0</b>	

<b>YEAR TO DATE (In lbs.)</b>	<b>22,200.0</b>
<b>YEAR TO DATE (tons)</b>	<b>11.1</b>



April 28, 2021

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

**Project Name: Recycling Drop-off Site Relocation**  
**Grant Number: 20210029**

Dear Sarah:

Congratulations! I am pleased to inform you that, upon the approval of the Board of Directors, the Manistee County Community Foundation has awarded a grant in the amount of \$5,000 to the Manistee County for the Recycling Drop-off Site Relocation project. This grant is supported by the Limitless Fund and the Manistee County Environmental Fund of the Manistee County Community Foundation. In order to proceed with your grant award, the MCCF must receive the following items:

1. *Confirmation of the Fair Board's Approval.* Please provide verification of the Fair Board's approval for relocating the Onekama Township recycling center to Fairgrounds property.
2. *Verification of Cash Match.* Please provide verification of the amount and sources of cash match included in the confirmed *Project Budget Form*. This may be in the form of commitment letters from match sources or a guarantee of the match by the organization. *Please contact us if there is a delay in securing your match commitments.*
3. In addition, it is our understanding that the project is also contingent on receiving an EGLE Recycling Infrastructure Grant. Please let us know if your request was funded.

Following receipt and approval of the above items, the MCCF will provide a grant agreement, which outlines the grant requirements as they pertain to your specific project, and will issue a grant payment in the amount of \$5,000 which represents the total grant payment.

The Manistee County Community Foundation is pleased to support this program. On behalf of the Board of Directors, thank you for your work to make a positive difference in our community. Please contact us with any questions at 231-723-7269 or [grants@manisteefoundation.org](mailto:grants@manisteefoundation.org).

Sincerely,

A handwritten signature in cursive script that reads "Laura Heintzelman".

Laura Heintzelman  
President & CEO

cc. Lisa Sagala