

Washtenaw Regional Resource Management Authority

Monday January 22nd, 2024
11:00 AM

Washtenaw County Learning Resource Center
4135 Washtenaw Avenue, Ann Arbor, MI 48108

Members Present: Best, Auth, Hines, Sirls, Wessler, Mason, Colvin-Garcia

Members Absent: Tanghe

Staff Present: Eggermont (remote)

Attorney Present: Davis

Members of the public present: Joe Gondek (Recycle Ann Arbor)

Best called the meeting to order at 11:03 AM.

Roll Call

Ann Arbor Township: Present/Colvin-Garcia

Pittsfield Township: Present/Best

Scio Township: Present/Auth

Ypsilanti Township: Present/Hines

City of Dexter: Absent

City of Saline: Present/Sirls

City of Ypsilanti: Present/Wessler

City of Ann Arbor: Present/Mason

Approval of agenda for 1/22/2024 meeting

Motion to approve agenda without amendment moved by Mason, seconded by Wessler. All in favor. Motion carries.

Approval of Minutes

12/11/2023 Meeting Minutes Approval

Motion to approve without amendment moved by Auth, seconded by Sirls. All in favor. Motion carries.

1/4/2024 Special Meeting Minutes Approval

Motion to approve without amendment moved by Wessler, seconded by Hines. All in favor. Motion carries.

Organization:

Elections:

Best opened up the WRRMA Board elections.

Chair: Motion to nominate Best by Wessler, second by Sirls. All in favor. Motion carries.

Vice Chair: Motion to nominate Mason by Wessler, seconded by Hines. Motion carries.

Secretary: Motion to nominate Colvin-Garcia by Auth, seconded by Wessler. Motion carries.

2024 Calendar meeting schedule

Motion to approve the WRRMA calendar moved by Auth, seconded by Hines. All in favor. Motion carries.

Unfinished Business

RFP Next Steps

Best asked Eggermont to provide an update on the Pre-Bid meeting. Eggermont detailed the bidders present, the type of questions asked, and the responses. Eggermont highlighted that there were a number of questions related to carts and adding new municipalities to the contract. Responses to the questions included that the contract would be for everything in carts, not

"carts plus", the hauler would maintain a supply of carts at the municipality, RFID tag readers would be required for trucks, the amnesty period for cart size will be six weeks, the combined number of bulky items or white goods is limited to two per week, when a municipality is seeking to join the contract the terms would be negotiated at that point in time.

Eggermont detailed the next steps in the RFP process.

Colvin-Garcia arrived at approximately 11:25

Best said that we are ready to set up a schedule for interviews. Eggermont added that the interview committee will be Sirls, Hines, and Best with Wessler as an alternate. Davis noted the interview committee would make a recommendation to the Board; the committee will only make a recommendation.

Best started the conversation about staffing. Best asked Eggermont to describe Washtenaw County's level of involvement. Eggermont noted that Washtenaw County couldn't take on managing the contract, but would continue to provide current services, some early transitional support, and financial support if WRRMA is awarded a sponsorship through the County. Eggermont noted that WRRMA's sponsorship application to the County would be very competitive.

Auth inquired about insurance. Eggermont responded that he's reached out and the broker asked the type of questions that the Board is talking about today. Auth and Davis discussed that it is important to describe what WRRMA will do. Best inquired if we could join the Michigan Municipal Risk Management Association. Davis responded it may be possible.

Best focused on what services would be needed when, including managing the contract for Saline, payroll, and opening a bank account. It will get more complex over time and there may have to be two people when there are four communities. Mason posed the possibility that staff could work remotely. Hines vocalized a concern about the level of staffing for the amount of work. Davis detailed Mid-Michigan Waste Authority' staffing level. Wessler noted that WRRMA should have excess capacity for if the staff is unable to work, e.g. power outage. Best noted the timeline is short as we need a person by June. Sirls proposed that Saline continue to manage the contract and be reimbursed by WRRMA for the services provided.

Eggermont, Best, Davis, Mason

Best detailed for next steps: ~~Theo, Matt, Bob, Sarah~~ will talk about how to get a separate bank account to pay the bills from the hauler and create an agreement between WRRMA and Saline. WRRMA will need to consider accounting processes and amended insurance. Also need to focus on initial hire, considering if WRRMA would hire someone that works remotely, or it be through a municipality. Members may need to pay more if part of the contract. All Board members should put their thoughts together for the next meeting to talk about staff. Hines noted that getting someone up to speed well before Ypsilanti Township starts will be important because they can get a lot of calls.

Auth wanted to know if a MRF has been selected and the answer was no. WRRMA is going to put out to bid and then make an informed selection. Best noted that WRRMA needs to make the local providers be competitive in their pricing.

Reports

Washtenaw County Updates- None

Member Reports- None

Invoices

Motion to approve the Davis invoice for \$225 and County invoice for \$3,171.18 moved by Colvin-Garcia, seconded by Hines. All in favor. Motion carries.

Next Steps

Davis will work on insurance, fiduciary, two contracts which he is working on, and talk about staffing internally. All board members will think about staffing needs and short term to long term. Sirls will discuss his proposal with Saline officials. Washtenaw County will send emails about the bid process and interview process.

Public Comment: General/Unrelated to current Agenda Items:

None

Adjournment

Motion to adjourn the meeting moved by Wessler, seconded by Hines. All in favor. Motion carries. Meeting adjourned at 12:22pm

Minutes prepared by: Theo Eggermont

Minutes approved by:


Secretary VICE Chair

Minutes approved by:


Chair