

Manistee-Missaukee-Wexford Multi-County Materials Management Planning Committee

Date: Wednesday, February 26, 2025
Time: 9:30 a.m. – 11:30 a.m.
Location: 415 Third Street
Manistee, MI 49660

PROPOSED AGENDA

- I. Welcome and Introductions**
- II. Public Comment**
- III. Approval of Agenda**
- IV. Election of Officers**
 - a. Chair
 - b. Vice-Chair
- V. Meeting Schedule**
- VI. MMP Overview, Process, and Committee Duties**
- VII. Bylaw Review (pgs. 3-8)**
- VIII. Work Program Overview and Review (pgs. 9-22)**
- IX. EGLE Plan Format Review (pgs. 23-30)**
- X. Public Comment**
- XI. Adjourn**

Posted: _____

Signature: _____

Wednesday, February 26, 2025

To: Manistee-Missaukee-Wexford Multi-County Materials Management Planning Committee
Fr: Mathew Cooke, Community Planner
Re: MMPC Agenda

Election of Officers

After the DPA calls the meeting to order, a chairperson and a vice-chairperson will be elected at this meeting.

Meeting Schedule

At this meeting, we will set the future meeting schedule for MMPC meetings. Currently, we are planning for the 4th Wednesday of the month at 9:30 a.m. Meeting locations will rotate between the Manistee, Missaukee, and Wexford Government Centers.

Bylaw Review

Please review the attached draft bylaws for the MMPC. An example motion is presented for your consideration.

Motion by _____, supported by _____, to approve the Manistee-Missaukee-Wexford Multi-County Materials Management Planning Committee Bylaws and send to the respective County Approval Agencies for consideration of approval.

Work Program Overview

We will review the draft work program at this meeting with consideration of approval occurring at the next meeting.

EGLE Plan Format Review

Please see the attached EGLE Plan Format but note that the State has removed this and will be releasing a new document.

Please let me know if you have any questions or need anything prior to the meeting!

**MANISTEE-MISSAUKEE-WEXFORD MULTI-COUNTY
MATERIALS MANAGEMENT PLANNING COMMITTEE
COMMITTEE BYLAWS**

Section 1. Name and Office

1.1. Name

This organization shall be known as The Manistee-Missaukee-Wexford Multi-County Material Management Planning Committee (MMPC).

1.2. Office

The office and mailing address of the Materials Management Planning Committee shall be:

Manistee County
415 Third Street
Manistee, Michigan 49660

Section 2. Purpose and Function

2.1. Purpose

The purpose of this organization, in accordance with the State of Michigan's Materials Management Program pursuant to Part 115 of the Natural Resources and Environmental Protection Act of the Michigan Acts of 1994 (the "Act"), is to:

- A. Implement a new Materials Management Plan (MMP) that will focus on sustainable material management approaches such as recycling and composting instead of landfilling waste; and
- B. To provide recommendations and guidance to those who shall serve as the Designated Planning Agency (DPA) pursuant to the Act.
- C. To provide information through the DPA to the County Commission, who is designated as the County Approval Agency (CAA) under the Act and the MMP; and

- D. To provide a new MMP to the State of Michigan and the CAA pursuant to the terms and conditions of the Act.

2.2. Function

The function of the MMPC is to:

- A. Meet on a consistent and timely basis to provide recommendations and guidance to the DPA for the Work Plan that is to be submitted to the State of Michigan.
- B. Review and approve the DPA work program.
- C. Provide guidance and recommendations for all issues identified in Part 115 of the Act to the DPA.
- D. Shape the MMP program's philosophy and long- and short-term goals and objectives.
- E. Provide the final level of approval of the MMP before it is presented for CAA approval.

Section 3. Member Establishment, Terms of Office, and Resignation

3.1. Establishment of Members

The Manistee-Missaukee-Wexford Multi-County Materials Management Planning Committee shall consist of up to seventeen (17) members, all of which shall be approved by the Manistee County Board of Commissioners. All members shall be selected pursuant to the criteria listed in the Act. One (1) member shall be voted to be the Chairperson and one (1) member shall be voted to be the Vice Chairperson by the other members.

3.2. Terms of Office

All MMPC members shall serve for five (5) years. If proscribed by the Act, members shall be re-appointed by the CAA who can also authorize their removal. The MMPC can however, upon a majority vote, recommend to the CAA the

acceptance or removal of a MMPC member. In case of a vacancy or change in status, all members shall continue to serve until a successor is duly appointed in the same manner as the original appointment for the duration of the unexpired term.

3.3. Resignation

A member will indicate his/her intent to resign by submitting a written statement with an effective date of resignation to the CAA and copies to the Chairperson of the MMPC. Each committee member shall provide at least thirty (30) days' notice before any such resignation shall become effective.

Section 4. Officers

4.1. Chairperson

The Chairperson will:

- A. Preside over all MMPC meetings. The DPA representative shall communicate directly with the Chairperson prior to each meeting, providing an agenda for each meeting. Committee members shall have the ability to pose questions to the chair prior to each meeting and request that certain items be included in subsequent agenda meetings.
- B. In consultation with the DPA representative the Chair shall generate the agenda for each regular meeting; call meetings to order and formally close them; note whether a quorum is present; extend every courtesy to the discussion of the motions; repeat and/or explain each motion before it is voted upon.

4.2. Vice-Chairperson

The Vice-Chairperson will:

- A. Act in full capacity of the Chairperson, in their absence. If the Chairperson's position is vacated, the Vice-Chairperson shall act in the

Chairperson's capacity for the remainder of the term or until a new Chairperson is elected.

Section 5. Committees

5.1. Committees in General

The DPA Representative shall identify for the Committee any necessary ad hoc committees as necessary to assure the proper conduct of business.

Section 6. Meetings

6.1. Regular Meetings

Regular meetings of this MMPC will be held on a timely and consistent basis and open to the public. Meetings will be held at a location determined by the Chairperson with assistance from the DPA. Meetings shall comply with Michigan's Open Meetings Act and will be held in person and recorded.

6.2. Notice of Meetings

Written notice shall be mailed to each member of the MMPC at least ten (10) calendar days prior to the date of each regular meeting. A schedule of the Committee Meeting dates will be posted on the MMP website for public notice.

6.3. Special Meetings

With a 48-hour written notice to MMPC membership, special meetings may be requested by the DPA Representative.

6.4. Location of Meetings

The location of meetings will be held at a rotation of the Manistee, Missaukee, and Wexford County Buildings where typical Board of Commissioner regular meetings are held. The MMPC may decide to hold meetings, workshops, or host public engagement at various public locations within the planning boundaries.

The location of all meetings will be publicized in the public notices and agendas.

6.5. Quorum

A majority of the members of the planning committee constitute a quorum for the transaction of business at a meeting of the planning committee. For the purposes of determining the quorum, the number of members of the planning committee is the number as established under the Act 324.11572 subsection (4), excluding any unfilled vacancies created in the past 90 days. The affirmative vote of a majority of the number of members present of the planning committee as established under subsection (4) is required for official action of the planning committee.

6.6. Conducting Business

Business shall be conducted in accordance with Robert's Rules of Order and any applicable laws or regulations of _____ County or state and federal law. All meetings shall be held in full compliance with the Open Meetings Act, MCL 15.261 et seq. Public notice of the time, date, and place of meetings shall be posted in the manner required by the Open Meetings Act.

6.7. Voting

- A. Each member of the MMPC has one (1) vote. There is no proxy voting.
- B. Each member shall be present during the motion and discussion of the voting issue at hand to be eligible to vote.

6.8. Conflict of Interest

Members of the MMPC shall:

- A. Not have a financial conflict of interest with the County regarding policies of the MMP agency, including any delegate agency.
- B. Be fully compliant with the provisions of any applicable County Ethics Policy.

6.9. Minutes

The MMPC shall cause minutes to be kept of each meeting and such minutes be kept on record as required by the Open Meetings Act.

Section 7. Amendments

These MMPC bylaws may be amended by the CAA, DPA, or any MMPC Member, who will provide such amendment to the MMPC at least fourteen (14) calendar days prior to the next scheduled MMPC meeting. Each proposed amendment will be sent to each MMPC member at least ten (10) calendar days before the meeting. The MMPC may debate the amendment and provide feedback before such amendment is implemented by the DPA.

Section 8. Conflict Provision

If the provisions of these Bylaws are in conflict with any local, state, or federal law, then local, state or federal law will supersede said provision(s).

Signature of Adoption

Adopted by the Manistee-Missaukee-Wexford Multi-County

Materials Management Planning Committee:

Manistee-Missaukee-Wexford Multi-County MMPC Chairperson

Date: _____



Manistee-Missaukee-Wexford Multi-County Materials Management Plan Work Program

Approved by the Manistee-Missaukee-Wexford Multi- County
Materials Management Planning Committee on:
xxxxxxxx, xx 2025

Acknowledgements

| | |
|---|--|
| <p>County Approval Agency Manistee County Board of Commissioners Jeff Dontz, Board Chair jeffdontz@gmail.com</p> | <p>MMP Grant Manager (Manistee) Lisa Sygala, County Administrator (231) 398-3504 lsagala@manisteecountymi.gov</p> |
| <p>County Approval Agency Missaukee County Board of Commissioners Dean Smallegan, Board Chair act@theinastore.com</p> | <p>MMP Grant Manager (Missaukee) Jessica Nielsen, County Administrator (231) 839-4200 x 503 admin@missaukee.org</p> |
| <p>County Approval Agency Wexford County Board of Commissioners Gary Taylor, Board Chair gtaylor@wexfordcounty.org</p> | <p>MMP Grant Manager (Wexford) Joe Porterfield, County Administrator (231) 779-9453 jporterfield@wexfordcounty.org</p> |
| <p>Designated Planning Agency Networks Northwest Mathew Cooke, Community Planner (231) 929-5056 mathew.cooke@networksnorthwest.org</p> | |

| Manistee-Missaukee-Wexford Multi-County Materials Management Planning Committee | |
|--|--|
| Regional Planning Agency Mike Szokola Community Planner, Networks Northwest | Materials Recovery Facility Mark Bevelhymer GFL Or Chris Gee GFL |
| County Elected Official Nikki Koons Manistee County | Compost Facility Fred Sawyers Waste Management Or Jason Murphy Waste Management |
| Township Elected Official Larry Paquette Cedar Creek Township | Business Generating Managed Materials Rita Meech Ms. Green |
| City or Village Elected Official Joe Grzybowski Mayor, City of Manton TO BE APPOINTED | Waste Diversion or Reduction Karla Kasten-Smith BARC |
| Environmental Interest Group Renee Mallison Manistee Conservation District | Managed Materials Hauler Todd Harland Republic Services |
| Solid Waste Disposal Facility Cory Brown Northern Disposal | |
| Additional Members | |
| Elected Official of County or Municipality (Wexford) Joe Porterfield County Administrator, Wexford County TO BE APPOINTED | Member of the General Public Sherry Blazsak |
| | |

Background

On January 8, 2024, the State of Michigan Department of Environment, Great Lakes, and Energy called for updated Materials Management Plans. These updates are the result of amendments to Part 115, Solid Waste Management, of the Natural Resources and Environmental Protection Act, 1994 PA 451, as amended. The updated plans will focus on sustainable materials management, such as recycling and composting, instead of primarily disposal replacing the existing Solid Waste Plans.

Outside of being required by law, the plan updates will assure material management capacities for non-hazardous waste generated in the County, ensuring materials (think food waste, recyclables, etc.) are collected, processed, or disposed of at facilities that comply with laws and regulations. The plans will also identify and regulate criteria for the siting of all facilities, such as landfills, transfer stations, or composting facilities. Additional ways the plan assists the County include documenting existing and new infrastructure and defining the needs, goals and opportunities for materials management and facilities.

Please note that this Work Program is developed to meet Part 115 and may be amended.

Proposed Milestone Schedule

| Proposed Milestone Schedule | | | | | | | | | | | | | | | | | | | | |
|---|------------|-------------|------------|------------|------------|-------------|------------|------------|------------|-------------|------------|------------|------------|-------------|------------|------------|------------|-------------|------------|------------|
| | 2024 | | | | 2025 | | | | 2026 | | | | 2027 | | | | 2028 | | | |
| | Q1 Jan-Mar | Q2 Apr-June | Q3 Jul-Sep | Q4 Oct-Dec | Q1 Jan-Mar | Q2 Apr-June | Q3 Jul-Sep | Q4 Oct-Dec | Q1 Jan-Mar | Q2 Apr-June | Q3 Jul-Sep | Q4 Oct-Dec | Q1 Jan-Mar | Q2 Apr-June | Q3 Jul-Sep | Q4 Oct-Dec | Q1 Jan-Mar | Q2 Apr-June | Q3 Jul-Sep | Q4 Oct-Dec |
| Task | | | | | | | | | | | | | | | | | | | | |
| 1. Planning Initiation | X | X | X | X | | | | | | | | | | | | | | | | |
| 2. Materials Management Planning Committee | | | | X | X | X | X | X | X | X | X | X | X | X | | | | | | |
| 3. Project Administration | | | X | X | X | X | X | X | X | X | X | X | X | X | | | | | | |
| 4. Materials Management Planning Grant | | | | X | X | X | X | X | X | X | X | X | X | X | | | | | | |
| 5. MMP Contract | | | | X | X | X | X | X | X | X | X | X | X | X | | | | | | |
| 6. Plan Project Management | | | | | | | | | | | | | | | | | | | | |
| 7. Data Collection & Discovery Phase | | | | | X | X | X | | | | | | | | | | | | | |
| 8. Stakeholder Engagement | | | | | | X | X | X | | | | | | | | | | | | |
| 9. Analysis and Opportunities Phase | | | | | | | | X | X | X | | | | | | | | | | |
| 10. Prepare Draft Materials Management Plan | | | | | | | | | X | X | X | X | | | | | | | | |
| 11. Plan Adoption | | | | | | | | | | | | X | X | X | | | | | | |
| 12. Plan Implementation | | | | | | | | | | | | | | | X | X | X | X | X | X |

Tasks

| Task | Notes | Responsible Party | Status |
|------------------------------------|--|-------------------|-----------|
| 1. Planning Initiation | | | |
| Plan Updates Initiated by EGLE | <i>Official planning process began on January 8th, 2024 via letter.</i> | County | Completed |
| Establish County Approval Agency | <p><i>At their June 18 2024 meeting, the Manistee County Board of Commissioners accepted the responsibility of the CAA.</i></p> <p><i>At their June 11 2024 meeting, the Missaukee County Board of Commissioners accepted the responsibility of the CAA.</i></p> <p><i>At their June 20 2024 meeting, the Wexford County Board of Commissioners accepted the responsibility of the CAA.</i></p> | County | Completed |
| Appoint Designated Planning Agency | <p><i>At their September 17, 2024 meeting, the Manistee County Board of Commissioners appointed Networks Northwest at the DPA.</i></p> <p><i>At their September 10, 2024 meeting, the Manistee County Board of Commissioners appointed Networks Northwest at the DPA.</i></p> <p><i>At their September 18, 2024 meeting, the Manistee County Board of Commissioners appointed Networks Northwest at the DPA.</i></p> | County | Completed |
| Submit Notice of Intent | <p><i>Manistee County submitted their Notice of Intent on July XX, 2024.</i></p> <p><i>Missaukee County submitted their Notice of Intent on July XX, 2024.</i></p> <p><i>Wexford County submitted their Notice of Intent on July XX, 2024.</i></p> | County | Completed |

| | | | |
|---|---|------------|-------------|
| Interlocal Agreement | <p><i>At their June 18, 2024, Manistee County Board of Commissioners approved an Interlocal Agreement to establish a multi-county Materials Management Plan with Missaukee County and Wexford County.</i></p> <p><i>At their June 11 2024, Missaukee County Board of Commissioners approved an Interlocal Agreement to establish a multi-county Materials Management Plan with Manistee County and Wexford County.</i></p> <p><i>At their June 20 2024, Wexford County Board of Commissioners approved an Interlocal Agreement to establish a multi-county Materials Management Plan with Manistee County and Missaukee County.</i></p> | County | Completed |
| 2. Materials Management Planning Committee | | | |
| MMPC Recruitment | <i>Recruitment of MMPC members was done through multiple communications to Local Units of Government and identified organizations that met the Part 115 criteria and press releases to notice of the opportunity to apply to sit on the MMPC.</i> | County/DPA | Ongoing |
| MMPC Administrative Support | <i>Including but not limited to agenda setting, document preperation, scheduling, public noticing, recording of minutes, communications, and committee support.</i> | DPA | Ongoing |
| MMPC Bylaws | <i>The Manistee-Missaukee-Wexford Multi-County MMPC approved the MMPC bylaws at its XXXX XX, 2025 meeting.</i> | County/DPA | In Progress |
| MMP Work Plan | <i>An extension was filed for the submittal of the Work program to April 1, 2025.</i> | DPA | In Progress |
| Submit Work Program for EGLE Approval | <i>The Manistee-Missaukee-Wexford Multi-County Work Program was submitted to EGLE on XXXX XX, 2025.</i> | DPA | Future |
| 3. Project Administration | | | |
| MMP Webpage | <i>In addition to the County Materials Management webpages, Networks Northwest is maintaining a Manistee-Missaukee-Wexford Multi-County Materials Management Plan webpage.</i> | County/DPA | Ongoing |
| County Staff Contact | <i>See acknowledgements.</i> | County | Completed |
| Plan Development Management | | DPA | Ongoing |
| Public Engagement Management | | DPA | Ongoing |
| 4. Materials Management Planning Grant | | | |
| Submit Grant | | County/DPA | Future |

| | | | |
|--|--|------------|-----------|
| Application | | | |
| Grant Administration | | County/DPA | Future |
| 5. MMP Contract | | | |
| Contract with Consultant | <i>Networks Northwest was selected as the contractor to act as the Manistee-Missaukee-Wexford Multi-County Materials Management Plan Designated Planning Agency. A contract was sign in September 2024 by all parties.</i> | County | Completed |
| 6. Plan Project Management | | | |
| County and DPA Communications on Plan Progress | <i>Meetings between County staff and DPA as necessary. Written reports to be delivered to CAA's as process moves forward.</i> | County/DPA | Ongoing |
| 7. Data Collection & Discovery Phase | | | |
| Previous Planning and Studies Review | | DPA | Future |
| Public Engagement and Awareness | | DPA | Future |
| Exsiting Conditions Analysis | | DPA | Future |
| Summary of Findings | | DPA | Future |
| 8. Stakeholder Engagement | | | |
| Develop and Release a Survey | | DPA | Future |
| Local Municipality Engagement | | DPA | Future |
| Resident Engagement | | DPA | Future |
| Hauler and Operator Engagement | | DPA | Future |
| Materials Engagement (Food waste, recycling, etc) | | DPA | Future |
| 9. Analysis and Opportunities Phase | | | |
| Gap Analysis and Needs Assessment | | DPA | Future |
| Best Management Practices Evaluation | | DPA | Future |
| Supporting Policy and Funding Mechanism | | DPA | Future |
| Draft Model Ordinances | | DPA | Future |
| 10. Prepare Draft Materials Management Plan | | | |
| Develop Draft Materials Management Plan | | DPA | Future |

| | | | |
|---|--|------------|--------|
| Goals and Objectives | | DPA | Future |
| Action Plan | | DPA | Future |
| Implementation Strategy | | DPA | Future |
| 11. Plan Adoption | | | |
| MMPC Draft MMP Approval | | DPA | Future |
| 60-Day Public Comment Period and Public Hearing | | DPA | Future |
| Plan Revisions | | DPA | Future |
| MMP adopted by CAA | | County/DPA | Future |
| Cities, Villages, and Townships Approval of MMP | | DPA | Future |
| MMP Submission for EGLE Final Approval | | DPA | Future |
| 12. Plan Implementation | | | |
| Goals and Objectives Workplan | | County/DPA | Future |
| New Program Development or Enhancement | | County/DPA | Future |
| Funding | | County/DPA | Future |
| Education and Outreach | | County/DPA | Future |
| Data Collection, Updates and Maintenance | | County/DPA | Future |
| Partnerships and Collaboration | | County/DPA | Future |

Public Participation

The Manistee-Missaukee-Wexford Multi-County Materials Management Planning Committee is scheduled to meet on the Xth DAY of each month, unless otherwise notified with meeting locations rotating between the Manistee, Missaukee, and Wexford County Government Centers. Meeting agendas contain two opportunities for public opportunities. Additional public input opportunities will be presented in community events, requested local units of government meetings, and a planning area survey.

Costs

5 Year Projected Revenues

| <i>Five (5) Year Projected Materials Management Planning Grant Revenues Received by Manistee, Missaukee, and Wexford County for MMP Planning and Implementation</i> | | |
|---|-------------------------------|------------------------------------|
| Per County | Amount | Man-Mis-Wex Multicounty |
| Base Amount | \$ 60,000 per County per year | \$ 180,000.00 |
| Multi-County Planning Bonus | \$ 10,000 per County per year | \$ 30,000.00 |
| Per Capita Multiplier (for first three years) | \$.50 per resident | \$ 36,878.50 |
| <i>2020 Census Populations Manistee – 22,032 Missaukee - 15,052 Wexford - 33,673 Total - 73,757</i> | | |
| <i>Years 1, 2, and 3 Subtotal</i> | | <i>\$ 740,635.50</i> |
| <i>Years 4 and 5 Subtotal</i> | | <i>\$ 420,000.00</i> |
| MMP 5 Year Total | | \$ 1,160,635.50 |

FY 25 Projected Revenues

| <i>FY 25 Projected Materials Management Planning Grant Revenues Received by Manistee County for MMP Planning and Implementation</i> | |
|---|------------------|
| Base Amount - per year | \$ 60,000 |
| Per Capita Bonus (for first three years) .50¢ per capita | \$ 11,016 |
| <i>2020 Manistee County Census Population – 22,032</i> | |
| FY 25 Total | \$ 71,016 |

| <i>FY 25 Projected Materials Management Planning Grant Revenues Received by Missaukee County for MMP Planning and Implementation</i> | |
|--|------------------|
| Base Amount - per year | \$ 60,000 |
| Per Capita Bonus (for first three years) .50¢ per capita | \$ 7,526 |
| <i>2020 Missaukee County Census Population – 15,052</i> | |
| FY 25 Total | \$ 67,526 |

| <i>FY 25 Projected Materials Management Planning Grant Revenues Received by Wexford County for MMP Planning and Implementation</i> | |
|--|---------------------|
| Base Amount - per year | \$ 60,000 |
| Per Capita Bonus (for first three years) .50¢ per capita | \$ 16,836.50 |
| <i>2020 Wexford County Census Population - 33,673</i> | |
| FY 25 Total | \$ 76,836.50 |

FY 25 Expenditures

| <i>FY 25 Materials Management Planning Grant Expenditure Budget for MMP Planning and Implementation</i> | |
|--|----------------------|
| Task | Amount |
| Contractual Services (Materials Management Plan development to meet Part 115, MMPC facilitation and administration, meeting noticing, approval process) | \$ 180,000.00 |
| Manistee County Expenses (Staff Time, Meeting Space) | \$ 11,016 |
| Missaukee County Expenses (Staff Time, Meeting Space) | \$ 7,526 |
| Wexford County Expenses (Staff Time, Meeting Space) | \$ 16,836.50 |
| Total Expenses | \$ 215,378.50 |

Staffing

| Position | FTE | Responsibilities |
|--------------------------|------------|------------------------------|
| Networks Northwest (DPA) | | Listed in Work Program Tasks |
| | | |
| | | |
| | | |

FORMAT FOR PREPARING

MATERIALS MANAGEMENT PLANS

AS REQUIRED BY SUBPART 11, SECTION 11571, OF
PART 115, SOLID WASTE MANAGEMENT, OF
THE NATURAL RESOURCES AND ENVIRONMENTAL PROTECTION ACT
1994 PA 451, AS AMENDED



Gretchen Whitmer, Governor
Phillip D. Roos, Director

Michigan Department of Environment, Great Lakes, and Energy
Materials Management Division

This document is available to download from our website at:
Michigan.gov/EGLEMMP

DPA:

2024 MATERIALS MANAGEMENT PLAN COVER PAGE

Part 115, Solid Waste Management, of the Natural Resources and Environmental Protection Act, 1994 PA 451, as amended, states that the Department of Environment, Great Lakes, and Energy (Department) shall ensure that each county has an approved materials management plan (MMP). Per Section 11574(2), the Department shall prepare the standard format and provide a copy of the standard format to each Designated Planning Agency (DPA) that the Department knows will prepare an MMP. The Department shall also provide the standard format to any other person upon request.

GUIDANCE: References for specific requirements of Part 115, Solid Waste Management, of the Natural Resources and Environmental Protection Act, 1994 PA 451, as amended, are included as sections and subsections. Please see MCL Section 324.11502-324.11506 for a complete list of terms and definitions.

| | |
|-------------------------|--|
| DATE SUBMITTED TO EGLE: | |
| EGLE APPROVAL DATE: | |

All counties participating in this Plan are listed below and will be referenced throughout this plan as the planning area or county, as applicable.

| | |
|----------|----------|
| County A | County D |
| County B | County E |
| County C | County F |

| | |
|--|--|
| Designated Planning Agency (DPA) Preparing the Plan: | |
| Contact Person: | |
| Title: | |
| Address: | |
| Phone: | |
| E-Mail: | |
| Website: | |
| Central Repository Location(s): | |

DPA:

SECTION ONE: PLANNING AREA PROFILE

POPULATION

MCL Section 324.11578(1)(l)

Population Density: Include current and projected population densities to demonstrate that the capacity required for managed material will be met.

Table 1-1: Population Density

| County | <insert reference year> Population | 5-Year Projected Population |
|---------------|---|--|
| | | |

GENERATION

MCL Section 324.11504(22); 11578(1)(c)

Sources of Generation

Identify by type and tonnage all managed material generated in the planning area. "Managed material" means solid waste, diverted waste, or recyclable material. Amounts may be estimated.

Table 1-2: Material Generation

| Type | Annual Tonnage |
|-------------|-----------------------|
| | |

INFRASTRUCTURE

MCL Section 324.11578(1)(d), (e), (f)

Materials Management Infrastructure

To the extent practicable, identify and evaluate **current and planned** materials management infrastructure that contributes or will contribute to meeting the materials management needs and goals of the planning area.

Include an inventory of the following:

- Existing disposal areas, including name and address. (See 324.11503(6) for definition of "disposal area.")
- Existing material utilization facilities, including name and address.. (See 324.11504 (31) for definition of "material utilization facility.")
- Waste diversion centers for which notification has been given to the department under 324.11521b, including name and address. (See 324.11506(14) for definition of "waste diversion centers.")

DPA:

- Materials management collection options available in the planning area (examples: community programs, collection events, haulers, service providers)

GUIDANCE: A map of facilities can be found by clicking the following link: [Michigan Materials Management Facilities \(arcgis.com\)](https://arcgis.com)

Table 1-3: Materials Management Infrastructure

| Name | Address | Description |
|------|---------|-------------|
| | | |

MUNICIPAL SOLID WASTE RECYCLING RATE

Recycling Rate:

The <insert reference year> MSW Recycling rate is:

The following describes the data used to calculate the planning area’s Recycling Rate:

MCL Section 324.11578(1)(k); 324.11504(38)

GUIDANCE: MSW Recycling rate is the amount of municipal solid waste recycled or composted, divided by the amount of municipal solid waste recycled, composted, landfilled, or incinerated.

SECTION TWO: MATERIALS MANAGEMENT GOALS

Goals:

Include measurable, objective, and specific goals for the planning area for solid waste diversion from disposal areas, including, but not limited to, the municipal solid waste recycling rate goal (30 percent recycling rate by 2029; ultimately reaching a 45 percent recycling rate), the benchmark recycling standards, and the material utilization and reduction activities identified by the MMP.

Include an implementation strategy for the county to demonstrate progress toward or meet the materials management goals by the time of the 5-year MMP review. The implementation strategy shall include, but is not limited to, the following:

- How progress will be made to reduce the amount of **organic material** being disposed of, through food waste reduction, composting, and anaerobic digestion.
- How progress will be made to reduce the amount of **recyclable materials** being disposed of, through increased recycling, including expanding convenient access, and recycling at single and multifamily dwellings, businesses, and institutions.

DPA:

- An MMP may include management plans for debris from environmental damage, for debris from disasters, or for **other materials**, such as construction or demolition waste, not otherwise required to be covered by an MMP. A management plan for debris from disasters in an MMP may include recommendations for incorporation of disaster debris management plans into municipal, county, or regional emergency management plans.
- A description of how the minimum **access** requirements (i.e. “benchmark recycling standards”) will be met. Specify a recommended minimum level of recycling service that incorporates the **access** requirements of the benchmark recycling standards.
Note: The county or a municipality within the planning area may, through an appropriate enforceable mechanism, require haulers operating in its jurisdiction to provide the recommended level or a different minimum level of recycling service.
- A description of the **resources needed** for meeting the materials management goals and how the development of necessary materials utilization facilities and activities will be promoted.
- Describe the **education and outreach** programs necessary for residents and businesses in the planning area to meet the objectives.
- A **timetable** for implementation.

MCL Section 324.11578(1)(a), (b); 324.11504(38); 324.11502(6)

Goal 1

- Description:
- Resources Needed:
- Education and Outreach Programs:
- Implementation Timetable:

Goal 2

- Description:
- Resources Needed:
- Education and Outreach Programs:
- Implementation Timetable:

GUIDANCE: *MCL Section 324.11502(6) Benchmark Recycling Standards* is a minimum access requirement that requires the following:

By January 1, 2026, at least 90 percent of single-family dwellings in urban areas as identified by the most recent federal decennial census and, by January 1, 2028, at least 90 percent of single-family dwellings in municipalities with more than 5,000 residents have access to curbside recycling that meets all the following criteria:

- (i) One or more recyclable materials, as determined by the county's material management plan, that are typically collected through curbside recycling programs, are collected at least twice per month.
- (ii) If recyclable materials are not collected separately, the mixed load is delivered to a solid waste processing and transfer facility and the recyclable materials are separated from material to be sent to a solid waste disposal area.
- (iii) Recyclable materials collected are delivered to a materials recovery facility that complies with part 115 or are managed appropriately at an out-of-state recycling facility.

DPA:

(iv) The curbside recycling is provided by the municipality, or the resident has access to curbside recycling by the resident's chosen hauler.

By January 1, 2032, the following additional criteria:

(i) In counties with a population of less than 100,000, there is at least 1 drop-off location for each 10,000 residents without access to curbside recycling at their dwelling, and the drop-off location is available at least 24 hours per month.

(ii) In counties with a population of 100,000 or more, there is at least 1 drop-off location for each 50,000 residents without access to curbside recycling at their dwelling, and the drop-off location is available at least 24 hours per month.

SECTION THREE: MECHANISMS

Funding and Enforcement Mechanisms:

Describe the enforceable mechanisms by which municipalities/counties in the planning area will ensure convenient recycling access, such as one or more of the following:

- Assignment of the responsibility to the county or an authority.
- A franchise agreement;
- An intergovernmental agreement;
- Municipal service;
- Licensing under an ordinance;
- A public-private partnership.

The MMP may contain a mechanism for the county and municipalities in the planning area to assist the department and the department of state police in conducting the inspection program established in section 324.11526(2) and (3). This subdivision does not preclude the private sector's participation in providing materials management services consistent with the MMP for the planning area.

MCL Section 324.11578(1)(n); 324.11581(1)

GUIDANCE: *MCL Section 324.11581(1)* A municipality or county may fund the implementation of an MMP through any of the following methods, if applicable and to the extent authorized by the mechanism:

- A millage under 1917 PA 298, MCL 123.261.
- A municipal utility service fee.
- Special assessments under 1957 PA 185, MCL 123.731 to 123.786; 1954 PA 188, MCL 41.721 to 41.738; or the township and village public improvement and public service act, 1923 PA 116, MCL 41.411 to 41.419.
- A service provider franchise agreement.
- Hauler licensing fees.
- A voter-approved millage.
- A general fund appropriation.
- Supplemental fees for service.
- A surcharge under section 8a of the Urban Cooperation Act of 1967, 1967 (Ex Sess) PA 7, MCL 124.508a.
- A landfill surcharge.
- A flow control fee structure.

DPA:

- Any other lawful mechanism.

Table 3-1 Mechanisms

| Type of Mechanism: | Region/Area Impacted: | Description: |
|--------------------|-----------------------|--------------|
| | | |

Siting Process:

Include a siting process under section 11579 and a copy of any ordinance, law, rule, or regulation of a municipality, county, or governmental authority within the planning area that applies to the siting process:

MCL Section 324.11578(1)(r), 324.11578(3), 324.11579, 324.11585

GUIDANCE: 324.11578(1)(s) Take into consideration the MMPs of counties adjacent to the planning area as they relate to the planning area's needs.

SECTION FOUR: ADMINISTRATION

Identify the entity or entities responsible for each of the following and document the appropriateness of the identified entities to carry out their respective responsibilities:

- Implementing the access requirements of the benchmark recycling standards.
- Identifying the materials utilization framework and the achievement of the materials management goals.
- Otherwise monitoring, implementing, and enforcing the MMP and providing any required reports to the department.
- Administering the funding mechanisms that will be used to implement the MMP.

MCL Section 324.11578(1)(p)

Table 4-1: Responsible Entities

| Responsibilities | Name/Title/Organization | Qualifications/Authority |
|------------------|-------------------------|--------------------------|
| | | |

If you need this information in an alternate format, contact EGLE-Accessibility@Michigan.gov or call 800-662-9278.

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DPA:

and regulations. Questions or concerns should be directed to the Nondiscrimination Compliance Coordinator at EGLE-NondiscriminationCC@Michigan.gov or 517-249-0906.

APPENDICES

- Appendix A: Title
- Appendix B: Title
- Appendix C: Title