



# Manistee-Missaukee-Wexford Multi-County Materials Management Plan Fiscal Year 2026 Work Program

Approved by the Manistee-Missaukee-Wexford Multi- County  
Materials Management Planning Committee on:  
August 27 2025

Approved by the Manistee County  
County Approval Agency on:  
September 16 2025

Approved by the Missaukee County  
County Approval Agency on:  
September 30 2025

Approved by the Wexford County  
County Approval Agency on:  
October 2 2025

## Acknowledgements

<b>County Approval Agency</b> Manistee County Board of Commissioners Jeff Dontz, Board Chair jeffdontz@gmail.com	<b>MMP Grant Manager (Manistee)</b> Lisa Sagala, County Administrator 415 Third Street Manistee, MI 49660 (231) 398-3504 lsagala@manisteecountymi.gov
<b>County Approval Agency</b> Missaukee County Board of Commissioners Dean Smallegan, Board Chair act@theinastore.com	<b>MMP Grant Manager (Missaukee)</b> Jessica Nielsen, County Administrator 111 S. Canal Street Lake City, MI 49651 (231) 839-4200 x 503 admin@missaukee.org
<b>County Approval Agency</b> Wexford County Board of Commissioners Gary Taylor, Board Chair gtaylor@wexfordcounty.org	<b>MMP Grant Manager (Wexford)</b> Joe Porterfield, County Administrator 437 E. Division St. Cadillac, MI 49601 (231) 779-9453 jporterfield@wexfordcounty.org
<b>Designated Planning Agency</b> Networks Northwest Mathew Cooke, Community Planner 600 East Front Street Suite 205 Traverse City, MI 49686 (231) 929-5056 mathew.cooke@networksnorthwest.org	

<b>Manistee-Missaukee-Wexford Multi-County Materials Management Planning Committee</b>	
<b>Regional Planning Agency</b> Mike Szokola Networks Northwest	<b>County Elected Official</b> Nikki Koons Manistee County
<b>Solid Waste Disposal Facility</b> Chris Gee GFL <i>Alternate:</i> <i>Mark Bevelhymer</i> <i>GFL</i>	<b>Compost Facility</b> Jason Murphy Waste Management <i>Alternate:</i> <i>Fred Sawyers</i> <i>Waste Management</i>
<b>Township Elected Official</b> Larry Paquette Cedar Creek Township	<b>Business Generating Managed Materials</b> Cory Brown Northern Disposal
<b>City or Village Elected Official</b> Joe Grzybowski City of Manton	<b>Waste Diversion, Reuse, or Reduction Facility</b> Karla Kasten-Smith BARC
<b>Environmental Interest Group</b> Renee Mallison Manistee Conservation District	<b>Managed Materials Hauler</b> Todd Harland Republic Services
<b>Materials Recovery Facility</b> Rita Meech Ms. Green	
<b>Additional Members</b>	
<b>Elected Official of County or Municipality (Wexford)</b> Jason Baughn Wexford County	<b>Member of the General Public</b> Sherry Blaszak Missaukee County Planning Commission

## **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**

Please note that the yellow highlights denote the schedule for Fiscal Year 2026.

Proposed Milestone Schedule																				
	2024				2025				2026				2027				2028			
	Q2 Jan-Mar	Q3 Apr-June	Q4 Jul-Sep	Q1 Oct-Dec	Q2 Jan-Mar	Q3 Apr-June	Q4 Jul-Sep	Q1 Oct-Dec	Q2 Jan-Mar	Q3 Apr-June	Q4 Jul-Sep	Q1 Oct-Dec	Q2 Jan-Mar	Q3 Apr-June	Q4 Jul-Sep	Q1 Oct-Dec	Q2 Jan-Mar	Q3 Apr-June	Q4 Jul-Sep	Q1 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	X					
3. Project Administration			X	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	X					
5. MMP Contract				X	X	X	X	X	X	X	X	X	X	X	X					
6. Plan Project Management	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X					
7. Data Collection & Discovery Phase					X	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	X							
11. Plan Adoption													X	X	X	X				
12. Plan Implementation														X	X	X	X	X	X	

## Tasks

Please note that the yellow highlights denote the tasks for Fiscal Year 2026.

Task	Notes	Responsible Party	Status
<b>1. Planning Initiation</b>			
Plan Updates Initiated by EGLE	<i>Official planning process began on January 8th, 2024 via letter.</i>	County	Completed
Establish County Approval Agency	<i>At their June 18 2024 meeting, the Manistee County Board of Commissioners accepted the responsibility of the CAA.</i>  <i>At their June 11 2024 meeting, the Missaukee County Board of Commissioners accepted the responsibility of the CAA.</i>  <i>At their June 20 2024 meeting, the Wexford County Board of Commissioners accepted the responsibility of the CAA.</i>	County	Completed
Appoint Designated Planning Agency	<i>At their September 17, 2024 meeting, the Manistee County Board of Commissioners appointed Networks Northwest at the DPA.</i>  <i>At their September 10, 2024 meeting, the Missaukee County Board of Commissioners appointed Networks Northwest at the DPA.</i>  <i>At their September 18, 2024 meeting, the Wexford County Board of Commissioners appointed Networks Northwest at the DPA.</i>	County	Completed
Submit Notice of Intent	<i>Manistee County submitted their Notice of Intent on July 5, 2024.</i>  <i>Missaukee County submitted their Notice of Intent on July 5, 2024.</i>  <i>Wexford County submitted their Notice of Intent on July 5, 2024.</i>	County	Completed

<b>Interlocal Agreement</b>	<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
<b>2. Materials Management Planning Committee</b>			
<b>MMPC Recruitment</b>	<p><i>Recruitment of MMPC members was done through multiple communications to Local Units of Government and identified organizations that met Part 115 criteria and press releases to notice of the opportunity to apply to sit on the MMPC.</i></p>	County/DPA	Completed
<b>MMPC Administrative Support</b>	<p><i>Including but not limited to agenda setting, document preparation, scheduling, public noticing, recording of minutes, communications, and committee support.</i></p>	DPA	Ongoing
<b>MMPC Bylaws</b>	<p><i>The Manistee-Missaukee-Wexford Multi-County MMPC approved the MMPC bylaws at its March 26, 2025 meeting.</i></p>	County/DPA	Completed
<b>MMP Work Plan</b>	<p><i>FY 25 - Submitted March 2025 FY 26 - In progress</i></p>	DPA	Ongoing
<b>Submit Work Program for EGLE Approval</b>	<p><i>The Manistee-Missaukee-Wexford Multi-County Fiscal Year 2026 Work Program was submitted to EGLE on XXXX XX, 2025.</i></p>	DPA	Ongoing
<b>3. Project Administration</b>			
<b>MMP Webpage</b>	<p><i>In addition to the County Materials Management webpages, Networks Northwest is maintaining a Manistee-Missaukee-Wexford Multi-County Materials Management Plan webpage.</i></p>	County/DPA	Ongoing
<b>County Staff Contact</b>	<p><i>See acknowledgements.</i></p>	County	Completed
<b>Plan Development Management</b>		DPA	Ongoing
<b>Public Engagement Management</b>	<p><i>Determined in conjunction with the MMPC members through survey, community events, and MMPC meetings.</i></p>	DPA	Ongoing
<b>4. Materials Management Planning Grant</b>			

Submit Grant Application	<i>Submission takes place following the approval of the Work Program.</i>	County/DPA	In Progress
Grant Administration	<i>DPA and County to work together for MMP grant administration.</i>	County/DPA	Ongoing
<b>5. MMP Contract</b>			
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, manage the MMPC, and develop the MMP to meet Part 115. A contract was signed in September 2024 by all parties.</i>	County	Completed
<b>6. Plan Project Management</b>			
County and DPA Communications on Plan Progress	<i>Meetings between County staff and DPA as necessary. Written reports to be delivered to CAAs as process moves forward.</i>	County/DPA	Ongoing
<b>7. Data Collection &amp; Discovery Phase</b>			
Previous Planning and Studies Review	<i>Collect, review, and analyze existing reports, studies, solid waste plans, etc.</i>	DPA	Ongoing
Public Engagement and Awareness	<i>MMPC Meetings, community events, and presentations as requested.</i>	DPA	Ongoing
Data Collection	<i>Collecting data information from landfilling, local units of government, businesses</i>		Ongoing
Existing Conditions Analysis	<i>Evaluation of demographics, existing waste diversion, facilities, programs, educational awareness.</i>	DPA	Ongoing
Summary of Findings	<i>A summary of the collected data and discovery phase will be drafted for inclusion in the draft MMP.</i>	DPA	Ongoing
<b>8. Stakeholder Engagement</b>			
Local Municipality Engagement	<i>A Local Unit of Government MMP Survey has been distributed for response. An MMP Newsletter to LUG's has been sent out to inform them of the MMP process and survey. Future LUG meetings may take place if desired by organizations for further MMP discussion.</i>	DPA	Ongoing
Business Engagement	<i>A Business MMP Survey has been distributed for response through economic development organizations and direct business contact. DPA is attending local Chamber events to inform businesses of the opportunity,</i>		Ongoing
Resident Engagement	<i>A County Resident MMP Survey has been distributed for response through various channels including local organizations, press releases, social media, survey business cards, local community events, news articles.</i>	DPA	Ongoing

Hauler and Operator Engagement	<i>Hauler and Operator interviews are being scheduled with a facilitated set of questions related to operations, services, and future plans.</i>	DPA	Ongoing
Community Events	<i>DPA Staff continues to attend community events in the planning area to promote the process and surveys.</i>	DPA	Ongoing
<b>9. Analysis and Opportunities Phase</b>			
Gap Analysis and Needs Assessment	<i>Analyze the collected data and stakeholder engagement to determine potential gaps and needs within the County's</i>	DPA	In Progress
Best Management Practices Evaluation	<i>Examine best practices for MMPC identified projects, services, etc.</i>	DPA	In Progress
Supporting Policy and Funding Mechanism	<i>Develop recommendations for policy and funding of new and existing programs, services, etc.</i>	DPA	In Progress
Draft Model Ordinances	<i>Draft ordinances that meet local, state and federal laws that are easily adopted by local units of government.</i>	DPA	In Progress
<b>10. Prepare Draft Materials Management Plan</b>			
Develop Draft Materials Management Plan	<i>Developed to meet Part 115 legislation as well as the community needs.</i>	DPA	In Progress
Goals and Objectives	<i>Developed based on collected data, stakeholder engagement, and MMPC meetings.</i>	DPA	In Progress
Action Plan	<i>Developed based on collected data, stakeholder engagement, and MMPC meetings.</i>	DPA	In Progress
Implementation Strategy	<i>Developed based on collected data, stakeholder engagement, and MMPC meetings.</i>	DPA	In Progress
<b>11. Plan Adoption</b>			
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
<b>12. Plan Implementation</b>			
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
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## **Public Participation**

The Manistee-Missaukee-Wexford Multi-County Materials Management Planning Committee is scheduled to meet on the Fourth Wednesday of each month at 10:00am, unless otherwise notified with meeting locations rotating between the Manistee, Missaukee, and Wexford County Government Centers. Meeting agendas contain two opportunities for public comment. Additional public input opportunities will be presented in community events, requested local units of government meetings, and planning area surveys.

In addition to information on the respective County webpages, Networks Northwest maintains a Manistee-Missaukee-Wexford Multi-County MMP Resource Webpage ([nwm.org/MMP](http://nwm.org/MMP)) with meeting information and planning process documents as they are developed.

Projected meeting dates and locations for Fiscal Year 2026 are:

- Wednesday, October 22, 2025 – Missaukee County
- Wednesday, November 19, 2025 – Wexford County
- Wednesday, December 17, 2025 – Manistee County
- Wednesday, January 28, 2026 – Missaukee County
- Wednesday, February 25, 2026 – Wexford County
- Wednesday, March 25, 2026 – Manistee County
- Wednesday, April 22, 2026 – Missaukee County
- Wednesday, May 27, 2026 – Wexford County
- Wednesday, June 24, 2026 – Manistee County
- Wednesday, July 22, 2026 – Missaukee County
- Wednesday, August 26, 2026 – Wexford County
- Wednesday, September 23, 2026 – Manistee County

## 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>		
<b>Per County</b>	<b>Amount</b>	<b>Man-Mis-Wex Multicounty</b>
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 – 25,032 Missaukee - 15,052 Wexford - 33,673 Total - 73,757</i>		
<i>Years 1, 2, and 3 Subtotal</i>		<b>\$ 740,635.50</b>
<i>Years 4 and 5 Subtotal</i>		<b>\$ 420,000.00</b>
<b>MMP 5 Year Total</b>		<b>\$ 1,160,635.50</b>

## **Fiscal Year 2026 Projected Revenues**

<i>FY 26 Projected Materials Management Planning Grant Revenues Received by <u>Manistee County</u> for MMP Planning and Implementation</i>	
Base Amount - per year	\$ 60,000.00
Multi-County Planning Bonus	\$10,000.00
Per Capita Bonus (for first three years) .50¢ per capita	\$ 12,516.00
<i>2020 Manistee County Census Population – 25,032</i>	
<b>FY 26 Total</b>	<b>\$ 82,516.00</b>

<i>FY 26 Projected Materials Management Planning Grant Revenues Received by <u>Missaukee County</u> for MMP Planning and Implementation</i>	
Base Amount - per year	\$ 60,000.00
Multi-County Planning Bonus	\$10,000.00
Per Capita Bonus (for first three years) .50¢ per capita	\$ 7,526.00
<i>2020 Missaukee County Census Population – 15,052</i>	
<b>FY 26 Total</b>	<b>\$ 77,526.00</b>

<i>FY 26 Projected Materials Management Planning Grant Revenues Received by <u>Wexford County</u> for MMP Planning and Implementation</i>	
Base Amount - per year	\$ 60,000.00
Multi-County Planning Bonus	\$10,000.00
Per Capita Bonus (for first three years) .50¢ per capita	\$ 16,836.50
<i>2020 Wexford County Census Population - 33,673</i>	
<b>FY 26 Total</b>	<b>\$ 86,836.50</b>

## Fiscal Year 2026 Expenditures

<b><i>FY 26 Materials Management Planning Grant Expenditure Budget for MMP Planning and Implementation</i></b>	
<b>Task</b>	<b>Amount</b>
Manistee County Expenses <i>*Contractual Services - \$60,000.00</i> <i>Staff Time - \$17,000.00</i> <i>Meeting Expenses - \$3,264.00</i> <i>Contingency - \$2,252.00</i>	\$ 82,516.00
Missaukee County Expenses <i>*Contractual Services - \$60,000.00</i> <i>Staff Time - \$12,000.00</i> <i>Meeting Expenses - \$3,774.00</i> <i>Contingency - \$1,752.00</i>	\$ 77,526.00
Wexford County Expenses <i>*Contractual Services - \$60,000.00</i> <i>Staff Time - \$20,000.00</i> <i>Meeting Expenses - \$4,152.85</i> <i>Contingency - \$2,683.65</i>	\$ 86,836.50
<i>*Contractual Services includes but is not limited to Materials Management Plan Development to Meet Part 115, MMP Process Administration, MMPC Facilitation and Administration, Public Engagement, Meeting Notices, and Approval Process</i>	
<b>Total Expenses</b>	<b>\$ 245,378.50</b>

## **Staffing**

<b><u>Position</u></b>	<b><u>FTE</u></b>	<b><u>Responsibilities</u></b>
Networks Northwest (DPA)		Listed in Work Program Tasks
Manistee County Staff		Listed in Work Program Tasks
Missaukee County Staff		Listed in Work Program Tasks
Wexford County Staff		Listed in Work Program Tasks