

BARRY COUNTY SOLID WASTE OVERSIGHT COMMITTEE

Tyden Center Conference Room
121 South Church Street, Hastings, MI

Approved Meeting Minutes June 10th, 2022

Call to Order

Chairman Frank Fiala called the meeting of the Barry County Solid Waste Oversight Committee to order at 9:00 a.m.

Members Present:

Frank Fiala
Jay VanStee
Jodi Pessell
Vivian Conner
Sarah Nelson
Tom Rook
Jim Brown
Sarah Moyer-Cale

Members Absent:

Bill Sweeney
Matt Rosser
David Jackson

Members of the Public:

Jerrie Fiala
Rachel Frantz

Approval of Agenda

Per Chairman Fiala, will proceed with agenda as presented. He has to leave this meeting for an appointment around 10:10 am, so he would like to prioritize some of the agenda items; he would like the Recycling Coordinator Report to be given before the Treasurer's Report.

Approval of Minutes

Motion to approve the May 13th, 2022 meeting minutes as presented made by Vivian Conner, seconded by Tom Rook and the minutes were approved by a unanimous vote.

Recycling Coordinator Report (Rachel Frantz)

See Recycling Coordinator May 2022 Report (report was emailed to committee on 06/06/22).

Treasurer's Report

Per Chairman Fiala, in terms of the budget, we (this committee) have to submit a budget to the County by June 25, 2022 and historically, we have not brought the budget in front of this group as the Treasurer has normally taken care of it in the in the past. Since the numbers are kind of complicated and for all the people in this group to understand what we are doing, we thought we would talk about all the budget items (line by line) that we are interested in submitting to the County Commissioners. Since our Treasurer had to recently resign, Sarah Nelson has been very helpful with this as she had this responsibility in the past, so he had asked her to help with explaining this report.

Per Sarah Nelson, we will start with the first line item on the Revenue Status Report for April 2022. Chairman

Treasurer's Report (Continued)

Fiala stated that these are anticipated revenues as well as projected expenses, so for tipping fees we had \$70,000.00 and in the past this has been based on the cost of our HHW collections events, so, we normally just use the same number as the previous year; however, the last time we negotiated, it was based on the total volume that comes through, so he feels that is a conservative number. However, we could increase that up to around \$80,000.00 as that is pretty well anticipated. He believes the way the current contract is, over the last couple of years we have brought in a little over \$80,000.00; so, he would recommend that we increase this from \$70,000.00 to about \$80,000.00 and the committee agreed with this.

For HHW, we had \$0.00, but she isn't sure if we will count the revenue from the electronics or if we would just count the net expense. She would like the committee's input as to whether or not we should count both the revenue & expenses and Sarah Moyer-Cale suggested that we do count both the revenue & expenses as this would just be easier to keep track of and know what you spent versus what you took in. Sarah Nelson suggested that when the numbers from the May HHW event come in that we multiple it by two (2) since we have two (2) events per year and then may be multiply it by like 0.9 or something just in case the first collection ends up being the biggest surge. Jay VanStee expressed that he felt that was reasonable to him and the rest of the committee agreed with this as well. Jodi Pessell reported that with this last collection, we collected around \$1,400.00 for electronics and Chairman Fiala suggested that we just around that up to \$2,000.00 for the whole year.

Sarah Nelson explained that she wasn't sure what the Miscellaneous Revenue is for, but she believes that our grant money would fall into this category. However, after further discussion, the committee agreed that for now the grant money would not be figured into the Miscellaneous Revenue category and it will just be left at \$2,500.00 as in the past.

Now moving onto the Expenditure Versus Budget Report for May 2022, the \$27,000.00 for the Special Projects was definitely the Mini-Grant Program and then if we want to do anything else like any special events or anything, it's just a little bit of money to be able to do something like that if we wanted; the committee agreed to leave this at \$27,000.00.

Health Department Administration includes copying and all of Amanda Robins' time that she spends doing things related to the SWOC and it was agreed that \$2,000.00 would cover this.

Vivian Conner stated she thinks we should increase the amount for Deer Removal, especially with the increase in gas prices. Chairman Fiala suggested that we increase this from \$10,000.00 to \$12,000.00 and the committee agreed.

Administration is going to be the money budgeted for the Recycling Coordinator, which in the past we have budgeted \$45,000.00 for and the committee agreed to leave that number the same.

Advertising/Publishing is for publishing advertisements in The Banner and The Reminder for the HHW collection events and the committee agreed to leave this amount at \$2,000.00.

Household Hazardous Waste Collections has previously been budgeted as \$56,000.00 and the committee agreed to leave this the same as well. However, Rachel Frantz and Sarah Nelson will look into the expenses

Treasurer's Report (Continued)

from the last two (2) collections a little bit more in depth and if there is a drastic difference with what they find they'll let the committee know so we can adjust this accordingly if needed.

Miscellaneous is obviously for miscellaneous expenses and the committee agreed to budget this at \$1,000.00.

Chairman Fiala expressed that we need a volunteer from this committee to fill the Treasurer position for at least the remainder of this year and Vivian Conner suggested that he check with Dave Jackson as he runs his own business and things, so he would be good at it. So, Chairman Fiala stated that we'll wait on this for now until he talks with Dave Jackson to see if he would be interested in filling this position.

Motion to approve the proposed budget for the 2022-2023 fiscal year made by Tom Rook and seconded by Jodi Pessell. Votes were all yes except for Vivian Conner who expressed that she is voting no because the budget is not balanced; motion carried.

Old Business: Household Hazardous Waste (HHW) Spring Event Review (Jodi/Jay/Rachel/Sandy from Padnos), Review Mini Grant Applications Received & Review Materials Management Community Engagement Grant Agreement

Household Hazardous Waste (HHW) Spring Event Review (Jodi/Jay/Rachel/Sandy from Padnos): Jodi Pessell stated she thought that the last collection we just had back on May 21st was one of the busiest collections we have ever had as there was over 600 vehicles that came through. Jay VanStee expressed that it was very successfully and we collected nearly three (3) trailers full of tires.

Sandy from Padnos attended this meeting via phone so she could provide the committee with a report on the electronics collection portion of the event. It looks like we collected a total of 15,900 lbs. of material. There were two (2) trucks that came to pick up the materials; the first truck was quite good, materials were in boxes and in the form that Padnos could receive it. However, the second truck was a little bit more challenging as it was not in boxes and when it arrived to our facility it did cause a little bit of interruption in their projection just because everything was hand loaded; they basically have to have a timer put on that projection and have everybody unload the truck by hand and that is just not something they were set up to do. She did discuss this with Rachel Frantz in further detail, but outside of that, everything else was pretty positive.

Sandy stated that she is working through the settlements and will probably be sending them out early next week. For the first load, the flat screen TV's were 66 lbs. and the CRT old-style TV's were 827 lbs.; the second load was all TV's and that was 8,140 lbs. of CRT TV's. She is anticipating the first load will be a small payout, probably closer to \$250.00 - \$300.00. However, with the second load being mostly CRT TV's and the way they arrived, they did spend a lot of labor time on that load as there were three (3) people that worked on that load for four (4) hours and they had to break their production schedule to accommodate the load because it just wasn't packed to their standards. So, she is anticipating that to be more of a charge, but the CRT TV's we are probably looking at charging closer to \$0.30 cents/pound times (x) about 8,000 lbs. would be around a \$2,400.00 charge and with including labor she doesn't anticipate that it will be more than around \$3,000.00 total. So, we would probably be looking at closer to over a \$3,000.00 charge and then balance off a payout of closer to \$300.00. So, looking at maybe a \$2,700.00 bill for the electronics portion of the collection event. Sandy reiterated that again, this was just an overall estimate of what she is looking at.

Old Business: Household Hazardous Waste (HHW) Spring Event Review (Jodi/Jay/Rachel/Sandy from Padnos), Review Mini Grant Applications Received & Review Materials Management Community Engagement Grant Agreement (Continued)

Household Hazardous Waste (HHW) Spring Event Review (Jodi/Jay/Rachel/Sandy from Padnos) (Continued):

Rachel Frantz reported that the electronics portion of the HHW event went very well and we definitely received a lot more than we anticipated, but she thinks it was to be expected since we haven't had a collection where electronics were accepted quite a few years. She also stated that she feels the bill is quite less than what she thought it was going to be and other counties usually spend between \$5,000.00 - \$15,000.00 for electronics recycling. We also collected funds for taking the TV's so that will offset that expense as well. Sandy from Padnos stated that she would finalize the settlement and email to Rachel Frantz early next week.

Review Mini Grant Applications Received: No mini-grant applications have yet been submitted.

Review Materials Management Community Engagement Grant Agreement: Rachel Frantz submitted an Agenda Request Form to get the Board of Commissioners approval for the Material Management Community Engagement grant application and a signed letter of commitment at June 7th & 14th Committee of the Whole & Board of Commissioners meetings respectively.

New Business: EGLE Rural Electronics Recycling Grant & Discussion About Future Meeting Location

EGLE Rural Electronics Recycling Grant: Motion to approve Recycling Coordinator, Rachel Frantz, to submit a fiscal year 2022 rural electronics recycling grant application to the Department of Environmental, Great Lakes & Energy pending County approval in the amount of \$16,00.00 for four (4) electronics collections over the next two (2) years made by Sarah Nelson, seconded by Jay VanStee and the motion was approved by a unanimous vote.

Discussion About Future Meeting Location: following a brief discussion about the meeting location, the committee agreed to keep the meeting location at the Tyden Center Conference Room. Jay VanStee will have Amanda Robins reserve the conference room for the SWOC monthly meetings for the rest of this year.

Public Comment

None.

Chairman Comment

Chairman Fiala just wanted to make sure everyone aware that the Board of Commissioners voted to approve the Recycling Coordinator Contract Extension and Michael Brown has put that in cover form for us.

Member Comments

Jay VanStee – None.

Jodi Pessell – None.

Vivian Conner – None.

Sarah Nelson – None.

Member Comments (Continued)

Tom Rook – None.

Jim Brown – he is glad to see that we saw so much volume with the electronics recycling.

Sarah Moyer-Cale – None.

Adjournment

The meeting was adjourned by Chairman Frank Fiala at 10:37 a.m.

Approved at the 07-08-2022 meeting

May 2022 Report

Recycling Coordinator Task Deliverables

Administrative Assistance to the Solid Waste Oversight Committee (SWOC)

- *Attends SWOC committee and subcommittee meetings*
 - Unable to attend May SWOC meeting due to MRC Spring Conference
- *Provides monthly progress reports to the SWOC*
 - Provided written monthly report at SWOC meeting
- *Assists the SWOC chair and treasurer in budget development and administration*
 - Wrote May and June SWOC agenda
- *On behalf of the SWOC, reports to the County Board of Commissioners to provide program updates*
 - Presented SWOC annual report and coordinator report to the Board of Commissioners at the May 17th Committee of the Whole meeting
- *At the direction of the SWOC, communicates and coordinates with neighboring county recycling programs as needed*
 - Reached out to Morgan Feldpausch about partnering on MMCE grant, they are not interested at this time
- *At the direction of the SWOC, serves as a representative in recycling user groups, for example the Michigan Recycling Coalition (MRC) and regional subgroups*
 - RRS ([Recycle.com](https://www.recycle.com))
 - Received for review, [Barry County Profile](#) and returned with comments/additions
 - *Michigan Department of Environment, Great Lakes, and Energy (EGLE)*
 - “The Michigan Department of Environment, Great Lakes, and Energy (EGLE) has released its 26th annual solid waste report, which offers a look at inputs to Michigan’s landfills during 2021”.
 - Read it here, [Annual Reports of Solid Waste Landfilled in Michigan](#)
 - *Plastics Recycling News:*
 - [Composite decking companies expand, boosting PCR demand - Plastics Recycling Update \(resource-recycling.com\)](#)
 - *MRC News/Updates:*
 - [One Michigan county makes millions by recycling. It could become a state model. - mlive.com](#)
“Emmet County’s high-tech recycling program has grown from two recycling drop-off sites in 1990 to a million-dollar revenue source for the community of more than 33,000, selling thousands of tons of recyclables to companies across Michigan and the Great Lakes region to be made into new products”
 - [Report: A majority of Michigan has access to recycling services \(michiganradio.org\)](#)
 - [Ottawa County to launch residential food-composting program \(fox17online.com\)](#)
 - [Midland Landfill to Raise Fees After Nearly 30 Years - WSGW 790 AM & 100.5 FM](#) “After a unanimous vote by city council, Midland will be raising fees at it’s Landfill for the first time in nearly 30 years. Fees were last raised in 1993, and were later reduced in 2003- but this time, unfortunately, Midland Public Services Director Karen Murphy says she doesn’t see that happening again. Why? She says over the last 30 years regulation requirements and related charges have increased at both the State (EGLE) and Federal (EPA) levels”
 - [Controversial Detroit incinerator will be demolished \(freep.com\)](#) “Mayor Mike Duggan announced that demolition of the Detroit Renewable Power facility, which burned 5,000 tons of trash per day for 30 years, will begin this summer on the 15-acre site on the east side of the city. DTE will cut off the power this week and Homrich, which is contracted for the project, will begin tearing down structures within two weeks. Demolition is expected to be completed within six months at no cost to the city.”
 - [EPA seeking industry help in shaping new grants - Resource Recycling \(resource-recycling.com\)](#)
“Two grant programs the EPA is currently creating from scratch are the Solid Waste Infrastructure for Recycling program (SWIFR) and the Recycling Education and Outreach program. Both are funded by the bipartisan infrastructure bill that was signed into law last fall”

Solid Waste Management Planning

- *Assists with the development and revision of the County's Solid Waste Management Plan under P.A. 451 Part 115 of 1994, or other Resource Recovery policies or procedures as needed. Completes feasibility studies for resource recovery programs, at the direction of the SWOC*
 - Submitted Agenda Request Form to get BOC approval for MMCE grant application and signed letter of commitment at June 7 and June 14 COW and BOC meetings respectively.
 - Drafted Letter of Commitment for MMCE grant from BOC

Household Hazardous Waste Collection Events

- *Assists with Household Hazardous Waste collection events, at the direction of the Health Department and the SWOC*
 - Submitted signed agreement to Padnos for electronics collection
 - Assisted with electronics collection at the HHW event
 - Coordinated volunteers for electronics collection
 - 3 Conservation District Staff
 - 1 Health Department Staff (to handle money - very helpful!)
 - 1 County Commissioner (Thank you Catherine!)
 - 5 Middleville Rotary Members
 - Coordinated with Padnos on electronics collection pickup/issues
 - Contacted the EGLE E-waste division in regards to the [Rural-Electronics-Recycling-Grants-RFP.pdf \(michigan.gov\)](#) to see if we could apply for \$20,000 (\$5,000 per event) for electronics collection at our next four (4) HHW events
 - Steve Nobel advised that we host the second event at a different location, the grant is specific that it only funds one collection per location per year. I suggested holding the second collection event at the Nashville transfer station and he supported that.
 - Either host the electronics collection during the regular HHW event, stagger it so it is the same day but later, or on the following weekend.
 - Finished the grant application, workplan, and budget

Recycling Outreach and Education to County Residents

- *Develops and implements a public relations program for the SWOC, including:*
 - *Writes educational articles and press releases and distributes them to local media outlets, newspaper, radio, etc.*
 - Submitted *Composting to Reduce Landfill Space* to The Reminder (5/17)
 - *Maintains and serves as the primary contact for the website: barrycountyrecycles.org*
 - Website:
 - Updated WM information on all relevant pages and interactive map with updated hours and fees
 - Phone:
 - Mel Bowman (Yankee Springs Recycling Committee) called to ask about the mini-grant
 - Email:
 - Resident asking about recycling empty medicine bottles
 - Resident asking about sharps recycling
 - Chairperson for Prairieville Parks and Recreation asking about potential mini-grant application
 - Resident from Rutland offering support for recycling in Rutland Township

Assistance to Local Units of Government (LUG)

- *At the direction of the SWOC, serves as a liaison to local units of government within Barry County, and offers support in the following ways:*
 - *Disperses information on recycling in Barry County and resources available*
 - Attended the following LUG meetings:
 - Village of Nashville/Maple Grove Township special meeting to discuss Transfer Station (5/19) - provided paper copies of mini-grant application (3)

- Transfer Station meeting (5/23)
- Sent Village of Nashville and Maple Grove Township information on EGLE grants (5/24)
- Sent Village of Nashville and DPW (Nashville) requested information about landfill tipping fees

Goals for next month:

- Submit application for EGLE Rural Electronics Recycling Grant due July 2
- Follow up with entities that expressed interest in mini-grant opportunity but have not yet applied

June 14, 2022

Michigan Department of Environment,
Great Lakes, and Energy (EGLE)
P.O. Box 30817
Lansing, MI 48909

RE: Letter of Commitment
Barry County Board of Commissioners
Materials Management Community Engagement Grant

Barry County Board of Commissioners (BOC) is submitting this letter of commitment to support the Barry County Solid Waste Oversight Committee (SWOC) 2022 Materials Management Community Engagement grant proposal.

The Barry County BOC commits to supporting Barry County SWOC as they perform all required activities of the grant which are laid out in the grant application.

Sincerely,

Ben Geiger, Board of Commissioners Chair,
Barry County

Date

**Department of Environment, Great Lakes, and Energy
FY 22 Rural Electronics Recycling Grant Application Cover Sheet**

Applicant Name: Barry Conservation District	
Street Address: 1611 S. Hanover St, Suite 105	
City/State/Zip/County: Hastings/MI/49058/Barry	
Mailing Address: (if different from street address)	
City/State/Zip:	
Contact Person and Title: Rachel Frantz, Recycling Coordinator	
Contact Person's E-Mail Address: recycle@barrycounty.org	
Contact Person's Telephone Number: 269-908-4099	
Grant Amount Requested: Grant Type: (mark with X) Events <input checked="" type="checkbox"/> X Collection location _____ Batteries _____ Processing equipment _____	\$20,000
Local Match Amount: (must be equal to or greater than 20 percent of the total grant budget)	\$8,000
Total Grant Budget:	\$28,000
DUNS NUMBER: 107474848	State Senator's Name: John Bizon
Federal Identification Number: 38-2066449	State Representative'(s) Name: Peter Meijer
Applicant Signature: (application must be signed by the person accepting responsibility for the terms and conditions of the grant agreement if awarded) Print Name: _____ Signature: _____ Date: _____	

Project Goals and Objectives

The Barry County Solid Waste Oversight Committee (SWOC) currently hosts two Household Hazardous Waste (HHW) and Scrap Tire Collections to prevent harmful materials from entering landfills or being improperly disposed of alongside roadways and waterways. These semiannual events in May and September are well-known in the community, bringing in more than 500 households at each event and providing safe disposal of scrap tires, medical waste, household hazardous materials, and now electronics. In May 2022, the SWOC offered our first electronics collection in over ten years. The community response was overwhelming, with _____ pounds of electronics brought in, including _____ televisions. Participants expressed a strong interest in this service being offered in the future.

The goal of the proposed project is to support electronics recycling in Barry County by providing residents with a semiannual opportunity to properly dispose of and recycle unused, unwanted, and broken electronics, keeping them out of the waste stream, and preventing harmful pollution and litter.

Description

Grant funding for continuing the electronics collections along with our regularly scheduled, semiannual HHW collections will support the sustainability of the electronics collection in Barry County. Residents have very few options for electronics recycling in Barry County. The cost of disposal often discourages residents from properly disposing of these items, sending them to the landfill for a lower cost, or dumping them illegally instead.

The semiannual HHW collection event serves all of Barry County, which is home to approximately 62,992 people with 107 people per square mile, according to the most recent census data. To publicize the event, we put an ad in the local paper, *The Reminder*, have details on our website, barrycountyrecycles.org, create a Facebook event, and publish posts about the event on the Barry County Recycles Facebook page. Partner organizations and local units of government also share and publicize event information. If grant funding is awarded we will further promote the event by sending out 20,000 mailers to county residents and we will break up the electronics collection into two areas to provide access for more people. The proposed Spring event will remain in Hastings at the Barry County Fairgrounds and the Fall electronics collection will take place the same day as the HHW event and be located at the Village of Nashville Transfer Station at 300 Casgrove St., Nashville, MI 49073.

The organizations supporting the proposed events include

- Barry County Solid Waste Oversight Committee (SWOC) – a committee of the Barry County government, 220 W. State St., Hastings, MI 49058
- Barry-Eaton District Health Department (BEDHD), 330 W Woodlawn Ave, Hastings
- Barry County Substance Abuse Task Force, 915 W Green St. Hastings
- Hastings City Police Department, 201 E State St. Hastings
- Barry County Sheriff's Department, 1212 W State St., Hastings
- Barry County Fair Board, 1350 M-37 Hwy, Hastings
- Village of Nashville, 203 N. Main Street, Nashville, MI 49073

Our registered electronics recycler is Padnos, located at 519 E Railroad St., Hastings. The SWOC and BEDHD provide event oversight and are funded by their individual organizations and Waste Management tipping fees. Funds for this event are currently provided by an EGLE Scrap Tire grant, Waste Management tipping fees, and the local Community Foundation. At our most recent event, the collection of all electronics other than CRT and LCD monitors and televisions was free to residents. For CRTs and LCDs, we charged \$5 for screens under 20 inches and \$10 for screens over 20 inches. If granted funding, we will offer collection for no charge but have a suggested donation of \$10 for all TVs to foster event sustainability. If this funding is not awarded, we will return to the previously mentioned model to continue the event.

Evaluation Methods

Using the spring 2022 event as a baseline we will evaluate success by recording the number of cars that come through the collection event and pounds of materials collected. Success will be shown as the event reaches more residents and an increase in total cars from the baseline event. Additionally, we will compare the cost of the grant-funded events versus the baseline event.

Work Plan/Timeline

		2022			2023				2024			
Task	Responsible Party	July-Sept	Oct-Dec	Jan-Mar	Apr-June	July-Sept	Oct-Dec	Jan-Mar	Apr-June	July-Sept	Oct-Dec	
Task 1: Grant Administration												
Task 1.1: Quarterly Progress Reports	Recycling Coordinator											
Task 1.2: Final Report	Recycling Coordinator											
Task 2: Collection Event												
Task 2.1: Plan Event/Coordinate	BEDHD Staff											
Task 2.2: Coordinate Tire Recycling	Recycling Coordinator											
Task 2.3: Coordinate Med Disposal	BCSA											
Task 2.4: Coordinate Oil and HHW	BEDHD Staff											
Task 2.5: Coordinate Electronics Recycling	Recycling Coordinator											
Task 2.6: Coordinate Volunteers	All											
Task 3: Outreach and Education												
Task 3.1: Create Facebook event	Recycling Coordinator											
Task 3.2: Update website	Recycling Coordinator											
Task 3.3: Publish ad in The Reminder	BEDHD Staff											
Task 3.4: Publish informational posts on Facebook	Recycling Coordinator											
Task 3.5: Create and publish event summary	Recycling Coordinator											

Department of Environment, Great Lakes, and Energy
FY 22 Rural Electronics Recycling Grant Application Budget Form

Applicant Name: Barry Conservation District

Line Item No.	Budget Line-Item Description	Quantity	Unit Price	Budget Amount
1	Electronics Collection and Processing of CRT and LCD/LED televisions and monitors	4	\$ 5,000	\$20,000
2	Match* Advertising: mailers	20,000	\$0.10	\$2,000
3	Match* Staff/Volunteers (10 volunteers 6 hours per event x 4 events)	4	\$25	\$6,000
			\$	\$
			\$	\$
			\$	\$
			\$	\$
<u>Total Grant Budget</u>				\$28,000

Grant Amount Requested	Local Match Amount	Total Grant Budget
\$ 20,000	\$ 8,000	\$28,000

Date grant was discussed with EGLE electronics program staff 5/24/2022.

NOTE: The local match amount must equal at least 20% of the total grant budget.

BARRY COUNTY SOLID WASTE OVERSIGHT COMMITTEE

TYDEN CENTER CONFERENCE ROOM, HASTINGS MI

SIGN-IN

JUNE 10TH, 2022

NAME

1. Jay VanStee
2. FRANK FIATLA
3. JERRIE FIATLA G.W.B.
4. John Fessell NEHA Rep
5. Julian Connor Barry Co
6. Sarah Nelson BCD
7. Tom Rook
8. Jim Brown HASTINGS TWP.
9. Sarah Meyer-Cole City of Hastings.
- 10.
- 11.
- 12.

EXCUSED

- 1.
- 2.
- 3.
- 4.

GUEST

1. Rachel Frantz
- 2.
- 3.
- 4.

Barry County Solid Waste Oversight Committee
Tyden Center Conference Room, Hastings, MI

June 10, 2022

Agenda

- I. Call to Order
- II. Approval of Agenda
- III. Approval of May 13, 2022, Meeting Minutes
- IV. Treasurer's Report- discussion of county Budget Manual, **vote**
- V. Recycling Coordinator Report
- VI. Old Business
 - A. HHW Spring Event Review - Jodi/Jay/Rachel/Sandy
 - B. Review Mini-Grant Applications Received
 - C. Review Materials Management Community Engagement Grant Agreement
 - 1. BOC Letter of Commitment (COW - June 7, BOC - June 14)
 - 2. Due June 15th - **vote** to approve agreement
- VII. New Business
 - A. EGLE Rural Electronics Recycling Grant
 - 1. Due July 2 - discussion/**vote** if needed
 - B. Meeting location - discussion
- VIII. Public Comment
- IX. Chairman Comment
- X. Member Comment
- XI. Adjournment

Attached documents:

- Attachment 1:** May 13 Draft Minutes
- Attachment 2:** May Recycling Coordinator Report
- Attachment 3:** BOC Letter of Commitment Draft
- Attachment 4:** EGLE Electronics Grant Application Draft