

# **BARRY COUNTY SOLID WASTE OVERSIGHT COMMITTEE**

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

## **Approved Meeting Minutes May 13<sup>th</sup>, 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 in Attendance:**

Frank Fiala  
Tom Rook  
Jim Brown  
Matt Rosser  
David Jackson  
Jay VanStee  
Jodi Pessell  
Vivian Conner

### **Members Absent:**

Bill Sweeney  
Sarah Nelson  
Sarah Moyer-Cale

### **Members of the Public:**

Jerrie Fiala

### **Approval of Agenda**

Per Chairman Fiala, will proceed with agenda as presented.

### **Approval of Minutes**

Motion to approve the April 8<sup>th</sup>, 2022 meeting minutes made by Matt Rosser, seconded by Jay VanStee and the minutes were approved by a unanimous vote.

### **Treasurer's Report**

Per Chairman Fiala, as many of you are aware, Patricia Rayl, who was the SWOC Treasurer, is no longer with the Village of Middleville and therefore she will no longer be our Village Representative on this committee. The Treasurer position is an important part of this committee; so, between now and next month's meeting, he would like everyone to be thinking about who would be able to take over this position and we'll discuss further at that time.

### **Recycling Coordinator Report (Rachel Frantz)**

See Recycling Coordinator April 2022 Report (report was emailed to committee on 05/09/22).

### **Old Business: Recycling Coordinator Contract, Household Hazardous Waste (HHW) Spring Event, Mini Grant & Materials Management Planning**

**Recycling Coordinator Contract Extension:** Per Chairman Fiala, the updated version of the Recycling Coordinator Contract Extension Proposal was provided to the committee members for review prior to this meeting so we can vote on it today. However, before voting he would like to discuss this and get feedback from the committee members regarding their thoughts on this. Jay VanStee stated that from his perspective

**Old Business: Recycling Coordinator Contract, Household Hazardous Waste (HHW) Spring Event, Mini Grant & Materials Management Planning (Continued)**

**Recycling Coordinator Contract Extension (Continued):** this is what we have been advocating for and it is exactly what we need. Sarah Nelson and Rachel Frantz have both demonstrated (to him) unequivocally the value of this; speaking personally from his perspective, this is a no brainer, it's an easy decision and he is 100% in support of this. Clearly, we wouldn't have been able to make any headway with the committee itself as we all have full time jobs, we all have other commitments and having Rachel Frantz there as a person that can commit to Solid Waste Oversight in the county is critical and he feels her reports have demonstrated pretty accurately the work that she has done so far over the last year to push this forward. He thinks we've set the base for a lot of development in building from the idea that was just a pilot project and he thinks we have made a lot of ground. Jodi Pessell agreed with Jay's statement and is also in favor of keeping Rachel Frantz on as the Recycling Coordinator. Tom Rook expressed that based on the amount of "no responses", there were quite a few Local Units of Government that didn't respond, but there is a lot more that she can be doing over the next year that would help us expand curbside pickup and different things to recycle, so he would like to see Rachel Frantz stay on as the Recycling Coordinator. Jim Brown stated that if we don't have somebody on a full-time basis then nothing is going to get done so he is also in favor of Rachel Frantz staying on as the Recycling Coordinator. Vivian Conner stated that this is still entrusted to this Board, which is a part of County Government, so we still have to be able to answer questions and be fiscally responsible, so that's why she is asking if Rachel Frantz is going to be spending more time on this than in the first year when we went from 18,000.00 now to \$31,000.00 (if we're talking just wages and she doesn't have last years contract, but she assumes some of that \$18,000.00 was for other services). People are going to want to know why the increase and that's why she is asking these questions because Rachel does get a wage too as she also works for the Conversation District so there is wages there as well; that's why she is asking for clarification so she can answer intelligently instead of saying "I don't know, it was vague."

Jim Brown interjected that everything Rachel Frantz has done so far for the pilot project (whatever that time spent was) and in order to take this farther you are going to have to not only take that time and when you feel like you just can't keep going anymore, you're going to have to burn that forward. So, his answer is that is yes there going to be more time spent on this and he can guarantee there will be because if you don't the job isn't going to get done, it's that simple. Jay VanStee expressed that from his perspective, clearly we advocated for this for many years and his perception is that Sarah Nelson sharpened her pencil and gave us a really, really, really good deal on the pilot project with the idea that we would be able to demonstrate (in clear terms of value) in having this person and therefore going forward would be billed at more of a fair or going rate; that is how he envisioned and understood the rates. Chairman Fiala agreed with this as he thought the low ball was just to get something going as we have been at a standstill for so long trying to define, understand and move forward to determine what the cost would be. Matt Rosser agreed that this is a good decision and it's a good idea to have a Recycling Coordinator; however, he also agrees with Vivian Conner in that maybe ask if there is going to be more that she is going to do to justify the increase in cost. He thinks it is important for sure to have a Recycling Coordinator as one is needed to keep things going. Jay VanStee and Jodi Pessell expressed that they both feel that Sarah Nelson clearly spelled out the additional tasks proposed including justification for extension contract and increase in cost as well as the responsibilities & scope of work that the Recycling Coordinator would be responsible for. Jim Brown mentioned that since having the Recycling Coordinator, there is definitely more public awareness about recycling as there is "something going on that wasn't happening before" and once you've got people's attention at least then you can say okay now let's get serious about some really hardcore recycling issues. Chairman Fiala stated that if there are no other comments, he would now like to vote on the Recycling Coordinator Contract Extension Proposal.

**Old Business: Recycling Coordinator Contract, Household Hazardous Waste (HHW) Spring Event, Mini Grant & Materials Management Planning (Continued)**

**Recycling Coordinator Contract Extension (Continued):** Motion to approve the twelve-month (June 1<sup>st</sup>, 2022 through May 31<sup>st</sup>, 2023) Recycling Coordinator Contract Extension in the amount of \$31,000.00 (\$7,750.00 per three (3)-month contract period) made by Jim Brown, seconded by Jay VanStee. Roll Call Vote: Matt Rosser - Yes, Jim Brown - Yes, Tom Rook - Yes, Frank Fiala - Yes, Dave Jackson - Yes, Jay VanStee - Yes, Jodi Pessell - Yes and Vivian Conner - No. Motion Carried.

**HHW Spring Event:** Jodi Pessell stated that the upcoming HHW collection will be next weekend May 21<sup>st</sup> and it's going to be really busy. She had a meeting with the police and we should have enough volunteers. She will be meeting Rachel Frantz out at the Barry County Fair Grounds to go through where they will be setting up the electronics and that is the last piece of it, figuring out the traffic flow. The spring collection is normally busier than the fall collection and now with having electronics, the traffic is going to be the biggest thing as there is also an antique show going on out there at the same time. There will be eight (8) or nine (9) Health Department employees that will be working at this event, we have enough police at the barn and then the Posse will bring in Reserve Officers to help with the traffic control. Rachel Frantz has volunteers for the electronics so we just need to know how many employees from the City of Hastings will be doing the tires. Jay VanStee or Jodi Pessell will follow up with Sarah Moyer-Cale regarding this to make sure they will still be providing four (4) to five (5) City of Hastings employees to work the HHW event. Vivian Conner said that she received an email from Michelle Newman at Community of Corrections saying that we should have three (3) to four (4) people to help out at this event and that they have all been given Jay VanStee's contact information. Jodi Pessell stated that she talked with one person that will be calling her back and Jay VanStee said that two (2) people reached out to him; Jodi followed up with one (1) of those two (2) people. Vivian Conner stated she will reach back out to Michelle Newman to give her an update that we have only heard from a couple of people so we could still use a couple more volunteers for the tires.

**Mini-Grant:** No applications received yet.

**Material Management Planning:** Jay VanStee stated that he attended the Material Management County Engagement Grant webinar and it sounds like the grant is available. They are really pushing it out to all counties as they are trying to give \$9,000.00 per county to assist with making this first step essentially, at least committing to the making The Plan and they will also be providing some training & resources. He was hoping to confer with Rachel Frantz, but it seems like a no brainer that we would certainly want to do this. The only question he had was they really are pushing the idea of collaborating with other counties (they will give you a little bit more money if you collaborate), so he doesn't know if that is something we want to consider or not. It seems to him that this is to try to get everybody on the same page, they talked about shifting from Solid Waste Management to Materials Management, but they aren't really defined. Since the grant application is due June 15<sup>th</sup>, Chairman Fiala would like a motion to be made for the meeting minutes so we can get going on this.

**Motion to direct Rachel Frantz to apply for the Material Management County Engagement Grant on behalf of this committee by the June 15<sup>th</sup> deadline made by Jay VanStee, seconded by Jodi Pessell and the motion was approved by a unanimous vote.**

### **New Business**

None.

### **Public Comment**

None.

### **Chairman Comment**

None.

### **Member Comments**

**Tom Rook** – He is ready for the upcoming HHW collection; he will be bringing four (4) drums for oil out to the Barry County Fairgrounds around 2:00 pm on Friday, May 20<sup>th</sup>.

**Jim Brown** – None.

**Matt Rosser** – None.

**Dave Jackson** – Just a reminder that Rachel Frantz will be presenting this committee's Annual Report next Tuesday, May 17<sup>th</sup> @ 9:00 am, so if anyone wants to come and support Rachel feel free to come to the County Commission meeting next week.

**Jay VanStee** – Just a couple of things; so, the electronics recycling is a little bit of new wrinkle and he knows we are a little bit concerned with logistics of how we deal with people if they show up with both tires and electronics, and how we are going to route out that. Jodi Pessell stated that she planned on going out there this afternoon to get an idea of what should be set up where in relation to traffic flow. The electronics truck will be coming on Friday, May 20<sup>th</sup>, so we just have to tell them where we want it placed. As far as the logistics and traffic flow go, she thinks they will end up putting it where it used to be when we did electronics in the past. We just need to figure out what to do if someone has tires, electronics & oil and how we are going to feed them through the line in the most efficient way.

**Jodi Pessell** – None.

**Vivian Conner** – None.

### **Adjournment**

The meeting was adjourned by Chairman Frank Fiala at 9:55 a.m.

Approved at the 06-10-2022 meeting

## April 2022 Report

### Recycling Coordinator Task Deliverables

#### Administrative Assistance to the Solid Waste Oversight Committee (SWOC)

- *Attends SWOC committee and subcommittee meetings*
  - Attended SWOC meeting, no subcommittee meetings
- *Provides monthly progress reports to the SWOC*
  - Provided written monthly report at SWOC meeting
- *At the direction of the SWOC, communicates and coordinates with neighboring county recycling programs as needed*
  - Sent Morgan Feldpausch (Eaton County) signed MOU for 2021 tire grant extension
- *At the direction of the SWOC, serves as a representative in recycling user groups, for example the Michigan Recycling Coalition (MRC) and regional subgroups*
  - Attended Recycling is Infrastructure Too webinar April 5th, Link to presentation [here](#)
  - Registered for MRC Annual Spring Conference (May 11-13)
  - *Resource Recycling News:*
    - [Google Maps lets businesses list what recycling they accept - 9to5Google](#) "In addition to company-wide initiatives and deals, Google is marking Earth Day by letting businesses in Maps and Search specify what recycling is available on site. This includes clothing, electronics, batteries, household hazardous waste, light bulbs, plastic foam, glass bottles, and plastic foam. Visitors will also be prompted to answer questions to aid crowdsourcing. Business owners can start specifying their recycling options for Maps and Search in Google My Business today. "
    - [After Michigan senator takes \\$30k from landfills, recycling legislation rots - mlive.com](#)
      - [Recycling in Michigan could more than double with passage of stalled bills - mlive.com](#) "That nonprofit organization estimates Michiganders pay more than \$1 billion a year to manage their waste, and within that flow of garbage is \$600 million worth of recyclable materials lost every year to landfills. Pending state legislation would establish a policy framework for counties to develop recycling and materials programs as economic drivers by updating county plans and encouraging regional collaboration to develop landfills, recycling, and composting facilities. There would be recycling benchmark standards, such as curbside service in larger communities and convenient drop-off sites for counties. Experts estimate that should Michigan increase its recycling rate from 19 percent to a more impressive 45 percent, the state would benefit from about 138,000 jobs, \$9 billion in labor income and a whopping \$33 billion in economic output. The environmental benefits would include a reduction in greenhouse gas emissions equivalent to nearly 1.5 million passenger vehicles driven in a year"
- *MRC updates:*
  - [Alpena County allocates \\$500,000 toward new recycling center | News, Sports, Jobs - The Alpena News](#) "The Alpena County Board of Commissioners is using \$500,000 from the \$5.5 million it received from the American Rescue Plan Act stimulus money from the federal government as an investment into having a new recycling center built. The money comes with the condition that a recycling authority is created. The authority would own, run, and maintain the new recycling center"
  - [Organicycle Curbside Composting in Grand Rapids and West Michigan](#) "Organicycle provides curbside composting services for homes and businesses in the Grand Rapids and West Michigan area. The company provides convenient curbside service year-round to both households and businesses. Their regular route collects material weekly from April through late November. Once yard waste slows down in late fall, the company switches to every other week pick on the "winter schedule." Through their commercial compost operation, this material is hot composted and turned into a nutrient rich soil amendment, which is then sold to local farms"
  - **'Marquette Co. sees 50% increase in recycling.** In 2020, the authority upgraded its facilities, with the new facility opening in 2021. According to the Department of Environment, Great Lakes and Energy, the Marquette facility recycled 115 tons in January 2020, but one year later, it recycled 600



tons. Marquette County alone saw a 50% increase in the amount of recyclable waste it handled. The authority can service all 200,000 people in the Marquette region" [CHALLENGES ADDRESSED | News, Sports, Jobs - The Mining Journal](#)

- [From garbage to worm poop: Bay City launches pilot food scrap collection program - mlive.com](#)
- [Polypropylene Curbside Recycling to Improve for Millions of Americans with Seven New Grants Awarded - Waste Advantage Magazine](#) "The Recycling Partnership announces its fourth round of grant funding through its Polypropylene Recycling Coalition, issuing nearly \$1.6 million in catalytic grants to advance polypropylene recycling in the U.S. These funds will improve curbside polypropylene recycling access for approximately 6.9% of U.S. households when combined with prior grants.
- [Federal bills advance to improve rural recycling, explore national composting strategy | Waste Dive](#) "The Recycling Infrastructure and Accessibility Act would direct the US EPA to provide grants between \$1 million and \$15 million each for projects that make recycling programs more accessible to rural and disadvantaged communities, specifically hub-and-spoke recycling systems featuring transfer stations, and those that leverage public-private partnerships"
  - Update: [Senate committee approves recycling infrastructure bill - Recycling Today](#)
- [Anheuser-Busch's 'National Recycling League' Unites America's Biggest Sports Leagues and Fans to Eliminate Waste on Game-Day - Waste Advantage Magazine](#) "To launch the National Recycling League, Anheuser-Busch and select MLB partners will be introducing a new member of the sports arena team. Similar to the beloved beer hawker, new Recycling Hawkers will be deployed in stadiums to collect used cups, cans and bottles from fans to ensure they are recycled properly. Recycling Hawker volunteers from Keep America Beautiful® will encourage fans to hand over their recyclables so that those items can be sorted from the trash and recycled"
- [Mattress Recycling Research Exploring New Uses for Old Mattress Materials - Waste Advantage Magazine](#)

#### **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*
  - Attended Materials Management County Engagement Grant Outreach Meeting, April 26th
    - [notes](#)

#### **Household Hazardous Waste Collection Events**

- *Assists with Household Hazardous Waste collection events, at the direction of the Health Department and the SWOC*
  - Published Facebook HHW event
  - Printed HHW Price List and distributed
  - Submitted signed MOU to Eaton County
  - Submitted signed Tire Grant Processor and Hauler agreement to ERR and returned to County
  - Submitted quarterly report to EGLE for tire grant (4/26)
  - Attended zoom call May 4th

#### **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.*
    - Published Barry County HHW Collection Event Now Accepting Electronics in the Hastings Reminder (4/16)
  - *Produces brochures and other printed materials, presents them to the SWOC, and prints and distributes these materials as assigned (Budget for printed materials to be determined by the SWOC.)*
    - Printed 25 copies of HHW Price Sheet with QR code and dropped at following locations
      - Hastings Secretary of State (10)
      - Barry County Offices (2)

- Hastings City Hall (1)
  - Hastings Public Library (1)
  - Pierce Cedar Creek Institute (10)
- *Maintains and serves as the primary contact for the website: [barrycountyrecycles.org](http://barrycountyrecycles.org)*
  - Website:
    - Updated food and yard waste page
  - Phone:
    - Received a voice message from Ron Martin, Mayor of Woodland who requested information on recycling cans and bottles
    - Voicemail from attendee of PCCI presentation asking for confirmation on contamination
    - Voicemail from resident asking about proper disposal of refrigerator
  - Email:
    - City of Hastings resident asked about spring clean up dates for yard waste pickup
    - Resident asking about plastic recycling
    - Question about battery recycling at HHW event
    - Resident asked about date of spring HHW event
    - Resident asked about sharps at HHW event and sharp safe containers
- *Produces online/electronic content to be published on the [barrycountyrecycles.org](http://barrycountyrecycles.org) website and Facebook page*
  - For review:
    - May Recycling Column - *Composting to Reduce Landfill Waste*
- *Develops and presents programs to educate residents, community groups, businesses, and waste haulers regarding recycling, the Solid Waste Management Plan, and other waste management activities*
  - Revised an existing presentation for a teacher at Hastings Middle School to present on Earth Day - the teacher is my daughter's teacher so I did not present it personally due to teenage embarrassment.
  - Presented at Pierce Cedar Creek Institute lunch and learn, 4/29 (view the presentation [here](#))
    - 22 in person attendees
    - 10 zoom attendees

#### **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*
    - (4/21) Emailed 2022 SWOC mini-grant announcement and application to:
 

● Assyria Township S & C	● Maple Grove Township S & C
● Baltimore Township Supervisor	● Orangeville Township S & C
● Barry Township S & C	● Prairieville Township S & C
● Carlton Township S & C	● Rutland Township S & C
● Castleton Township S & C	● Thornapple Township S & C
● City of Hastings Manager	● Village of Freeport Clerk
● Hastings Township S & C	● Village of Middleville M & C
● Hope Township S & C	● Village of Nashville P & C
● Irving Township S & C	● Woodland Township Supervisor
● Johnstown Township S & C	● Yankee Springs Township S & C

*S - supervisor, C - clerk, M - manager, P - president*

### Estimated Budget and Local Unit of Government Feedback

This is only an estimate based on what we believe this work will cost us and is being provided for committee informational purposes only. Both the budget and feedback below are not intended as attachments to or parts of the proposal submitted for recycling coordinator services.

#### Anticipated Budget:

<b>Coordinator:</b>	\$ 27,000
<b>Administration/Overhead/Miscellaneous:</b>	\$ 600
<b>MRC&amp;NRC conferences, all mileage, MRC dues:</b>	\$ 2,400
<b>Printing:</b>	\$ 1,000
<b>Total:</b>	\$ 31,000

#### Local Unit of Government Feedback from emails sent by Sarah:

Question: *"How have your interactions with the Recycling Coordinator program gone so far? What has worked well and what could have been improved? If we were to move forward with an additional year of having this assistance available to you, what would you like us to assist you with locally?"*

#### Responses:

**Thornapple Township: no response**

**Village of Middleville:** Pattie Rayl: "We have had several interactions with Rachel, and found her always eager to help. Regrettably, I have not been able to follow up on the information provided regarding additional recycling in downtown Middleville.

You wrote:

"Some areas that would be very common for us to assist in would be providing you print and electronic materials to help your residents better learn how to recycle"

Yes, we are interested in more of this. We have shared past info on our Facebook page, and would like to supplement with paper. For example, we mail our paper utility bills, and can add a flyer."

**Village of Freeport: no response**

**Irving Township:** Supervisor: "Thank you for the email. Rachel did attend one of our township meetings, but we have not heard back from her otherwise. I believe though, we as a township, most residents utilize their refuse service for recycling needs since it is offered." Followed up to ask if they had other needs and the response was "At this point in time, I think we are all set."



**Carlton Township:** Brad Carpenter: "We did see Rachel at one of our monthly board meetings, seemed committed to her job. Beyond that we have not had any further interaction."

**Woodland Township: no response**

**Village of Woodland: no response**

**Yankee Springs Township:** Mike Cunningham: "Rachel attended one of our Board of Trustee meetings in early 2021 to introduce herself. Our Township (Yankee Springs) formed a recycling committee last fall to examine our recycling program in comparison with other programs in the county and nearby to see if we should change to a better program or simply continue with our program with incremental improvements. We invited Rachel to attend one of our meetings which she did. Rachel provided us with good information and feedback on what we are doing and also followed up with information on a low cost security camera that we could and have trialed. We will soon send Rachel the results of our comparison. As far as further assistance can you let me know who we should contact for the print and electronic materials you mentioned. Anything you can do through newspaper ads and articles encouraging people to use and respect the programs available in the townships would be helpful along with anything encouraging the use of recycling and landfills rather than roadsides for disposing of unwanted stuff." I responded with information about the mini grant program and encouraged them to work with Rachel to submit an application.

**Rutland Township: no response**

**Hastings Township:** Jim Brown: "I will give this some thought as we need to do something more than we are doing now from an overall recycling standpoint. A rural environment is one of the hardest to do."

**City of Hastings: no response**

**Castleton Township: no response, presumably because castleton/nashville/maple grove are working collaboratively on recycling**

**Village of Nashville:** Mike Kenyon called with positive feedback about how wonderful it has been working with Rachel and about continuing work at the transfer station. He is very happy we have this position and would like it to continue.

**Orangeville Township: no response**

**Hope Township:** Doug Peck: "Rachel attended one of our Twp meetings a few months ago to introduce herself. Other than that we have not had or needed any assistance from her. However I feel this is a position that is much needed in the County. A nice go to person when we have any questions or concerns about recycling. In regards to other areas of interest, as you may know we have a drop off recycling bin at our Twp. Hall that's is picked up once a week thru Republic. We are interested in a paper gator. I'm not sure as to how this works. I know that some schools have them to collect money for school use I believe. Should I contact Rachel on this or can you forward her our thoughts. Other than that keep up the great work." I followed up with him and Rachel reached out about assisting with cardboard options.

**Baltimore Township: no response**

**Maple Grove Township: no response, presumably because castleton/nashville/maple grove are working collaboratively on recycling**

**Prairieville Township: no response**

**Barry Township: no response**

**Assyria Township: no response**

## (May 21, 2022) Composting to Reduce Landfill Waste

One person's trash is another person's treasure. Such is the case with compost, which is made from decaying food and other organic material that is often discarded as trash. Compost is referred to as "black gold" because its nutrient richness makes it highly valuable when added to the soil for landscaping, home garden use, and even farming. Did you know that on average more than fifty percent of curbside trash is made up of compostable materials? According to the Institute for Local Self Reliance, thirty-seven percent of average residential trash is made up of food scraps, yard trimmings, and wood waste - which can all be composted. The other fifteen percent is paper and paperboard, which can be recycled traditionally or composted. In addition to taking up space, when trapped in a landfill, food scraps and other organic waste generates harmful methane gas.

So, what does compost have to do with recycling? Composting is the natural recycling of food, yard, and other organic waste to create fertilizer. Compost can completely replace store-bought fertilizers that may contain harmful chemicals and be used to improve soil structure and water retention, increase long-term soil fertility, and support plant growth and health. You can compost at home or send materials to a commercial facility. Barry County only has a few options for commercial composting and they only accept yard waste, so we will focus on at-home composting for this article.

There are many different ways to compost at home, from a simple backyard compost pile to a store-bought compost tumbler. You can even compost indoors using worms! Consider how much space you have and how much compostable material your household generates when choosing what type of bin or pile you'll have. Once you've determined the type and location for your compost you can get started by collecting materials. Include things like fruit and vegetable scraps (don't forget to remove the stickers), eggshells, coffee grounds, tea bags and leaves, herbaceous animal manure, paper towels and napkins, cardboard contaminated with food, leaves, lawn clippings, twigs, sawdust and woodchips, straw and hay, and even hair and fur! Avoid adding animal products such as meat or dairy as well as cooking oils and greasy foods to your compost. Also, be careful not to add any invasive or diseased plants.

It's best to balance the amounts of "green" and "brown" materials to ensure a healthy, productive compost pile. "Green materials" are food waste, which are generally wet and are high in nitrogen and "brown materials" include paper, cardboard, and yard waste, which are usually dry and high in carbon. Layer "brown" and "green" materials, add water during dry periods to retain moisture, and turn the pile regularly to ensure it has enough oxygen. Turn compost with a compost tumbler or manually using a pitchfork or shovel. Once the compost is a rich, dark color, it is ready to use!

*Rachel Frantz serves as Barry County's Recycling Coordinator and writes columns to answer commonly asked recycling questions. Have a question about recycling or a topic idea for this column? We want to hear from you! Email [recycle@barrycounty.org](mailto:recycle@barrycounty.org) or visit [barrycountyrecycles.org](http://barrycountyrecycles.org) for more information and to get all your recycling questions answered.*

**Barry Conservation District  
Recycling Coordinator Services  
Contract Extension Proposal**

**Attention:** Barry County Solid Waste Oversight Committee

**Proposal Date:** April 8, 2022

**Contractor Name:** Barry Conservation District

**Address:** 1611 S Hanover St, Suite 105, Hastings, MI 49058

**Project Contact:** Sarah Nelson

**Office Phone Number:** (269) 908-4135

**E-mail Address:** sarah.nelson@macd.org

**I. Proposal Summary**

Barry Conservation District (henceforth "BCD") proposes a twelve-month contract extension for \$31,000 to continue to support the Solid Waste Oversight Committee (henceforth "SWOC") through the provision of Recycling Coordinator services. BCD proposes to bill upfront quarterly for these services, \$7,750 per three-month contract period.

This contract will include and be limited to:

- Services outlined in the full Scope of Work (see Appendix 1) **and** requested by the SWOC throughout the contract duration
- Membership to the Michigan Recycling Coalition (MRC)
- Attendance/per diem/mileage/room as needed for the MRC annual conference, spring conference, and regional meetings
- Virtual attendance at the National Recycling Congress
- Printing expenses of up to \$1000/year. We anticipate this money covering printing of informational materials for local units of government, as well as educational materials for school programs.

Any labor or materials not covered in the contract but required may be brought before the SWOC for approval.

**II. Summary of Tasks Performed in Contract Year One**

Per the guidance of the SWOC, the first year of contracted Recycling Coordinator services focused on gathering information on how to improve our programming and beginning to form relationships with local units of government (LUG) and neighboring county recycling programs. For a full list of SWOC-identified priorities for the first contract, see Appendix 2

Work done toward these priorities included:

- **Attending SWOC meetings and presenting progress reports-** 12 meetings/reports
- **Presenting to the Board of Commissioners-** introductory and annual presentations, designed SWOC and Recycling Coordinator annual report flyers, HHW summary flyers
- **Coordinating with neighboring counties to learn about their programs and best practices-** Kalamazoo, Eaton, Calhoun, Allegan, Portage
- **Keeping updated on training and news from recycling groups and sharing that information with the SWOC-** Michigan Recycling Coalition, National Recycling Congress, EGLE, Nexcycle, National Zero Waste Conference, Small and Rural Community Recycling and Waste Reduction webinars, E-scraper news, Plastics Recycling Update, Recycling Resource News,

- **Assisting with HHW collection-** applied for an additional tire grant to meet demand and assisted with setting up a new electronics collection
- **Creating a social media page and posts-** 75 posts, >16,000 impressions
- **Creating a recycling column/writing articles-** published 5 articles
- **Website updates-** 2gozero guide and website updates, added a blog with all articles, created an online map
- **Community presentations-** 3
- **Attending each local unit of government (LUG) meeting to introduce the Coordinator and offer services-** attended 21 regular meetings
- **Assisting with immediate needs/requests for assistance-** attended 9 special Nashville meetings, served on the steering committee, and presented transfer station recommendations. Attended 1 special Yankee Springs meeting
- **Follow up communication to each LUG to again offer support and inquire if the LUGs had any additional recycling assistance needs-** email sent to all LUGs

### III. Summary of Additional Tasks Proposed and Justification for Extension of Contract and Increase in Costs

1. ***Shifting from relationship building to project building with LUGs-*** During the first year, the Recycling Coordinator met with each LUG. Due to the overlapping scheduling of these meetings, this task took nearly the entire contract duration to complete, although the time invested in each meeting was small. Typically, LUGs did not have projects in-hand that could be worked on immediately. Time is needed to get the wheels turning on how they could work to improve recycling or recycling education. Also, we did not expect that the Recycling Coordinator would go to a meeting and immediately start working with each LUG, because it takes time for trust and working relationships to develop. Now that more time has been invested in building relationships and identifying possible areas for work, efforts can be shifted towards providing LUGs with requested assistance and promoting programs. Programs and projects we would like to follow through with LUGs on include: a mobile recycling unit, improving cardboard recycling options, and possible recycling site sign design. Others may come up during the duration of this contract. **Boots-on-the-ground implementation of projects and technical assistance in the second year (contract extension) will require more time than attending meetings and forming relationships required in the first year of the contract.**
2. ***Re-introduction of SWOC mini-grant program-*** During the entire duration of the first contract, there was no mini-grant program. We plan to work very closely with multiple LUGs to help them design appropriate projects, apply for funding, and execute the projects. **Assisting with mini-grant applications and projects will require additional time during the second year.**
3. ***Grant applications and execution-*** The Recycling Coordinator applied for one tire grant during the original contract. That grant application required a minimal amount of time and effort. In the next year of contracted services, however, the Recycling Coordinator would oversee the implementation of that grant and grant reporting, which takes much more time. We would also like to apply for a Materials Management Planning grant, which is significantly more complex. **Applying for additional grants and administering those grants will require additional time during the second year than was required in the first year of the contract, when the SWOC had no grants to bring in outside funding for activities.**



## **Appendix 2**

### **SCOPE OF WORK**

#### **SWOC-identified Immediate Priorities**

##### **Administrative Assistance to the Solid Waste Oversight Committee (SWOC)**

- **Attends SWOC committee and subcommittee meetings**
- **Provides monthly progress reports to the SWOC**
- On behalf of the SWOC, reports to the County Board of Commissioners to provide program updates:
  - **Introductory presentation**
  - **Annual presentation**
- At the direction of the SWOC, communicates and coordinates with neighboring county recycling programs as needed:
  - **Recycling Coordinators in:**
    - **Eaton County**
    - **Allegan County**
    - **Maybe, but not as much: Kent, Kalamazoo, and Calhoun counties**
- At the direction of the SWOC, serves as a representative in recycling user groups, for example, the Michigan Recycling Coalition and regional subgroups:
  - **Michigan Recycling Coalition (MRC)**

##### **Household Hazardous Waste Collection Events**

- Assists with Household Hazardous Waste collection events, at the direction of the Health Department and the SWOC:
  - **Work with Jay and Jodi for the September 18th collection**
  - **Improve electronics recycling**
  - **Alternative HHW collection company bids**

##### **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.
  - **Update the 2 go Zero guide**
  - **Newspaper column in the Reminder**
- Produces brochures and other printed materials, presents them to the SWOC, and prints and distributes these materials as assigned (Budget for printed materials to be determined by the SWOC.)
- Maintains and serves as the primary contact for the website: [barrycountyrecycles.org](http://barrycountyrecycles.org)
  - **Maintain and update [barrycountyrecycles.org](http://barrycountyrecycles.org) page**
  - **Manage recycling email account**
- Develops and presents programs to educate residents, community groups, businesses, and waste haulers regarding recycling, the Solid Waste Management Plan, and other waste management activities
  - **Electronics recycling**
  - **Clean stream**
- Works with MSU Extension and other community groups to promote awareness in the local schools concerning waste management activities

##### **Assistance to Local Units of Government (LUG)**

- **Attend Township meetings and introduce herself**
- **Have business cards made**

4. ***Electronics collections-*** During the first year of the contract, the Recycling Coordinator researched options for electronics recycling and coordinated with PADNOS and SWOC members to determine how to carry out an electronics collection at the HHW event. **In the second year, we would like to implement these collections, which will be more labor-intensive than researching them.**
5. ***Recycling education in schools-*** During the first year, the Recycling Coordinator began research on school recycling programs. In the second year of the contract, we would start working with schools and with Pierce Cedar Creek Institute to begin education in local classrooms. **In-classroom education was not a priority for the SWOC in year one but has since been identified as a priority for year two.**
6. ***No reduction in services provided during the first year-*** All of the items that we have mentioned are in addition to the services that were provided during contract year one. In fact, the online updates service will be expanded by including a complete overhaul and redesign of the 2goZero guide. **Adding additional services without ceasing to provide the current level of services from year one will naturally increase how much time and, by extension, how much money is needed to provide the services.**

This proposal was submitted on April 8, 2022, by: Sarah Nelson  
Executive Director, Barry Conservation District 1611 S. Hanover St, Suite 105  
Hastings, Michigan 49058  
(269) 908-4135  
sarah.nelson@macd.org

**Appendix 1**  
**FULL SCOPE OF WORK**  
**Recycling Coordinator Tasks**

**Administrative Assistance to the Solid Waste Oversight Committee (SWOC)**

- Attend SWOC committee and subcommittee meetings, provide monthly progress reports to the SWOC
- Administer the County's Solid Waste mini-grant program and provide technical assistance to applicants
- On behalf of the SWOC, report to the County Board of Commissioners to provide program updates
- Coordinate with neighboring county recycling programs
- Serve as a representative in recycling user groups

**Solid Waste Management Planning**

- Assist with applying for a Materials Management Planning grant and implementation of the grant, at the direction of the SWOC

**Household Hazardous Waste Collection Events**

- Assist with Household Hazardous Waste collection events, under the direction of the BEDHD and the SWOC

**Recycling Outreach and Education to County Residents**

- Write educational articles and press releases
- Produce printed materials. Once SWOC-approved, print and distribute these materials
- Update and reformat the 2Go-Zero Guide
- Maintain and serve as the primary contact for the website: [barrycountyrecycles.org](http://barrycountyrecycles.org)
- Produce online/electronic content to be published on the website and social media
- Participate in public events
- Coordinate volunteer efforts as needed
- Develop and present programs to educate residents, community groups, businesses, and waste haulers regarding recycling, the Solid Waste Management Plan, and other waste management activities
- Work with community groups to promote recycling awareness in the local schools

**Assistance to Local Units of Government (LUG)**

- At the direction of the SWOC, serve as a liaison to local units of government within Barry County, and offer support in the following ways:
  - Initiate new programs
  - Assist with educational and publicity efforts
  - Disperse information on recycling in Barry County and resources available
  - Support developing bid specifications and contracts for private sector services to municipalities
  - Initiate and/or advise on cooperative programs between the SWOC and LUGs
  - Update the Recycling Program Recommendations and Action Plan as new information is provided

# BARRY COUNTY SOLID WASTE OVERSIGHT COMMITTEE

TYDEN CENTER CONFERENCE ROOM, HASTINGS MI

## SIGN-IN

MAY 13<sup>TH</sup>, 2022

### NAME

1. FRANK FIACA B.C.R.
2. JERRIE FIACA GUEST
3. Tom Rook Supervisor
4. JIM FROWN SUPERVISOR
5. MAT ROSS WM
6. DAVE JACKSON B.C. COMMISSIONER
7. Jay VanStee BEDDAD
8. Jodi Fessell NEHA Rep
9. Vivian Conner (attended but didn't sign in)
10. \_\_\_\_\_
11. \_\_\_\_\_
12. \_\_\_\_\_

### EXCUSED

1. \_\_\_\_\_
2. \_\_\_\_\_
3. \_\_\_\_\_
4. \_\_\_\_\_

### GUEST

- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_

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

May 13, 2022

**Agenda**

- I. Call to Order
- II. Approval of Agenda
- III. Approval of April 8, 2022 Meeting Minutes
- IV. Treasurer's Report
- V. Recycling Coordinator Report - written
- VI. Old Business
  - A. Recycling Coordinator Contract - **vote**
  - B. HHW Spring Event - **updates** - Jodi/Jay
  - C. Mini-Grant - no applications received yet
  - D. Materials Management Planning -**updates and discussion**- Jay?
    - 1. See MMCE Grant Meeting Notes, funding basically guaranteed
    - 2. Due **June 15th**, can approve the application at the June meeting
- VII. New Business
  - A. None
- VIII. Public Comment
- IX. Chairman Comment
- X. Member Comment
- XI. Adjournment

**Attached documents:**

**Attachment 1:** April 8 Draft Minutes

**Attachment 2:** Recycling Coordinator Report

**Attachment 3:** Recycling Coordinator Educational News Article

**Attachment 4:** Recycling Coordinator proposal additions: budget overview and local unit feedback

**Attachment 5:** MMCE Grant Meeting Notes