PUBLIC NOTICE
MEETING OF THE LIVINGSTON COUNTY
MATERIALS MANAGEMENT PLANNING COMMITTEE (MMPC)

Posted: August 11, 2025

WHAT: **The Livingston County Materials Management Planning Committee (MMPC)**

WHERE: **Livingston County Public Safety Complex Government Center, 1911 Tooley Road, Howell, MI 48855**

DATE AND TIME: **Tuesday, August 26, 2025, at 10:00 AM**

The Livingston County MMPC is a body of material management and local government representatives tasked with the creation of the Livingston County Materials Management Plan which will regulate solid waste disposal, recycling, composting, and other activities within the County.

The meeting agenda will include public comment, review and consideration of draft MMPC bylaws, review and consideration of the draft MMPC Work Plan, and a general discussion of the planned County Materials Management Plan (MMP) .

Please take note that MMPC meetings are open to the public with notice of these meetings being posted at:

https://milivcounty.gov/planning/mmpc-meeting-dates-official-postings/

and physically at the Livingston County Administration Building and County Clerk's Department.

Livingston County will provide necessary and reasonable auxiliary aids and services, such as signers for the hearing impaired and audio tapes of printed material being considered at the meeting, to individuals with disabilities at the meeting/hearing upon a ten-day notice to the Department of Planning.

Any questions or concerns should be directed to the County Planning Department office: Telephone (517) 546-7555.

Livingston County Materials Management Planning Committee

Julie Cribley	Lindsey Kerkez	Eric Kohart
James Tuthill	Kathleen Horning	Richard Burns
Sara Thomas	Paul Sgriccia	James Richey
Brian Jonckheere	Jacob Schlittler	Tim Krause

LIVINGSTON COUNTY MATERIALS MANAGEMENT PLANNING COMMITTEE MEETING

Tuesday, August 26. 2025 At 10:00 AM

Livingston County Public Safety Complex
1911 Tooley Rd. in Howell MI 48855.
Hartland Meeting Room

AGENDA

1. Call to order
    a. Introductions: EGLE Regional MMPC Representative, Madi Opperthauser, Recycling Specialist Sustainability Section, Recycling Unit - Livingston Co., Materials Management Division, Michigan Department of Environment, Great Lakes, and Energy.

3. MMPC Roll Call

4. MMPC Determination of Quorum

5. Additions to the Agenda

6. Adoption of Agenda

7. Approval of Minutes of Prior Meeting – June 24, 2025

8. General Public Comments

9. Agenda and Discussion Items
    a. MMPC Work Plan and Budget
    b. Material Management Plan Support Work by SEMCOG
    c. EGLE Grant Application, Agreement and Benchmarks Document
    d. RFP: Request for Proposals: MMP Consultant Search

10. Announcements: Special Speaker for September MMPC meeting: **Do Not Miss**
    Dr. Rex Lamore – Michigan State University - Speaking about the Circular Economy/Domicology Presentation.

11. Additional Public Comments

12. Adjournment

DRAFT

LIVINGSTON COUNTY MATERIALS MANAGEMENT PLANNING COMMITTEE

MEETING MINUTES

Held at: Livingston County Public Safety Complex

1911 Tooley Rd. in Howell MI 48855

July 22, 2025, 10:00 AM

MATERIALS MANAGEMENT PLANNING COMMITTEE		
MEMBERS PRESENT:	Julie Cribley Kathleen Horning Jacob Schlittler	James Richey Tim Krause Sara Thomas Richard Burns
MEMBERS ABSENT:	Lindsey Kerkez Brian Jonckheere	Eric Kohart Paul Sgriccia
STAFF PRESENT:	Robert Spaulding Scott Barb Robert Stanford	Martha Haglund Abby Carrigan
OTHERS PRESENT:	None	

1. **CALL TO ORDER:** Meeting was called to order by Committee Chair, Julie Cribley, 10:25 am.
2. **INTRODUCTIONS**
3. **ROLL CALL**
4. **DETERMINATION OF QUORUM:** Committee Chair Cribley determined that a quorum was present.
5. **ADDITIONS TO AGENDA:** Committee Chair Cribley added an item to the agenda as "9.d. RFP-Request for Proposals" – to discuss the draft Request for Proposals (RFP) as prepared by the RFP subcommittee and Krista Belcher, County Procurement Coordinator, for the purpose of hiring a consultant to write the County Materials Management Plan (MMP).
6. **ADOPTION OF AGENDA:**

Member Action: IT WAS MOVED BY MEMBER JACOB SCHLITTLER TO APPROVE THE AMENDED AGENDA DATED JULY 22, 2025, SECONDED BY MEMBER KATHLEEN HORNING.

All in favor, motion passed 7-0.

DRAFT

7. APPROVAL OF COMMITTEE MINUTES:

Member Action: IT WAS MOVED BY MEMBER SARA THOMAS TO APPROVE THE MINUTES, AS AMENDED, DATED JUNE 24, 2025, SECONDED BY MEMBER KATHLEEN HORNING.

All in favor, motion passed 7-0.

8. GENERAL PUBLIC COMMENTS: NONE.

9. AGENDA AND DISCUSSION ITEMS

a. MMPC Work Plan and Budget

Committee Discussion:

Chair Julie Cribley: Gave background information on the work that was done on the workplan and the reason for not needing a subcommittee meeting**.**

Staff Rob Stanford: Gave background on the workplan budget. Talked briefly about budgeted amount for the implementation section.

Member Sara Thomas: Talked about the implementation section and the need to follow the requirements in the law that includes encouraging less landfilling.

Member action: IT WAS MOVE BY MEMBER JAMES RICHEY TO APPROVE THE MMPC WORK PLAN AND SUBMIT IT TO EGLE FOR THEIR APPROVAL, SECONDED BY MEMBER TIM KAUSE.

Roll Call Vote was taken: All in favor, motion passed 7-0.

b. Material Management Plan Support Work by SEMCOG

Committee Discussion:

Member Sara Thomas: Asked if the materials would be tailored to Livingston County.

Chair Julie Cribley: Said she believes the materials would be tailored to Livingston County.

Member action: IT WAS MOVED BY MEMBER JACOB SCHLITTER TO RECOMMEND APPROVAL TO SUBMIT A LETTER OF COMMITMENT TO SEMCOG FOR THEIR PROPOSED WORK PLAN TO BE REIMBURSED THROUGH THE EGLE MATERIALS MANAGEMENT GRANT FUNDS, SECONDED BY MEMBER JAMES RICHEY.

All in favor, motion passed 7-0

c. EGLE Grant Application

Committee Discussion

Staff Rob Spaulding: Discussed the timeline to submit for the work plan to be reviewed by the Board of Commissioners and submitted to EGLE. He plans to have the work plan and the letter of commitment for SEMCOG for the Board of Commissioners to consideration by August 25, 2025, and then he can submit the workplan to EGLE the following day. Also discussed the Committee Bylaws will be before the Board of Commissioners for final approval, July 28, 2025.

d. RFP: Request for Proposals: Consultants

Committee Discussion

Chair Julie Cribley: Gave background on the work done by the subcommittee and the information and scope of work included in the request for proposals for consultants.

Member Tim Krause: Discussed the format of the RFP and trying to include definable measures.

Staff Rob Stanford: Talked about evaluation criteria and how the chosen RFP respondent proposals will be ranked during the evaluation period.

Member Tim Krause: Suggested that that evaluation scoring ranking to go up to a total of 200 points.

General discussion about the evaluation committee and the number of participants and who would serve on the committee. There was also discussion about making minor revisions to ensure the template used "Livingston County" throughout the RFP and that ED&I be modified to be CPSID (Courts, Public Safety, Infrastructure and Development Subcommittee).

Member action: IT WAS MOVED BY MEMBER KATHLEEN HORNING TO INCLUDE ANY CHANGES FROM THE COMMITTEE DISCUSSION AND FOR THE COMMITTEE TO FORWARD TO CHAIR CRIBLEY ANY FINAL REVISIONS BY JULY 28TH ; WITH THE RFP SUBCOMMITTEE TO MAKE FINAL REVISIONS AND FORWARD THE RFP TO KRISTA BELCHER, LIVINGSTON COUNTY PROCUREMENT COORDINATOR, BY TUESDAY, JULY 29, 2025, SECONDED BY MEMBER SARA THOMAS.

All in favor, motion passed 7-0

10. **ANNOUNCEMENTS:** The MMPC will be included in the Planning Department Newsletter.
    Chair Julie Cribley: Requested that if members are going to be absent, they need to contact her to ensure that the MMPC committee will have a quorum for future meetings.

11. **ADDITIONAL PUBLIC COMMENTS:** NONE.

12. **ADJOURNMENT:**

Member action: IT WAS MOVED BY MEMBER JACOB SCHLITTLER TO ADJOURN THE MEETING AT 11:06 AM, SECONDED MEMBER TIM KRAUSE.

All in favor, motion passed 7-0

DRAFT

MMPC Work Plan

LIVINGSTON COUNTY, MICHIGAN

2025-2030 MATERIALS MANAGEMENT PLAN

WORK PROGRAM

Approved by the Livingston County Materials Management Planning Committee:

July 22, 2025

Approved By the Livingston County Approval Agency:

[Date]

This 2025-2030 Livingston County Materials Management Plan Work Program has been prepared, developed, and implemented pursuant to Michigan Public Act 451, Part 115.

LIVINGSTON COUNTY
MATERIALS MANAGEMENT PLANNING COMMITTEE MEMBERS

REGIONAL PLANNING AGENCY
Lindsey Kerkez, Civil Engineer III
Southeast Michigan Council of Governments (SEMCOG)

COUNTY ELECTED OFFICIAL
Brian Jonckheere, County Drain Commissioner
Livingston County Drain Commissioner

TOWNSHIP ELECTED OFFICIAL
Kathleen Horning, Treasurer
Hartland Township

CITY OR VILLAGE ELECTED OFFICIAL
Jacob Schlitter, Mayor Pro Tem
City of Howell

ENVIRONMENTAL INTEREST GROUP
Sara Thomas, President
Livingston Land Conservancy

REPRESENTATIVE THAT DOES BUSINESS OR RESIDES IN AN ADJACENT COMMUNITY OUTSIDE THE PLANNING AREA
Richard Burns, FESD, Project Consultant
FK Engineering Associates

MATERIAL RECOVERY FACILITY OPERATOR
Julie Cribley, Executive Director
Recycle Livingston

COMPOST FACILITY/ANAEROBIC DIGESTER
James Tuthill, General Manager
Tuthill Farms and Composting

INDIVIDUAL GENERATING MANAGED MATERIAL
Paul Sgriccia, P.E., Senior Consultant
PTS Consulting

WASTE DIVERSION/REUSE OR REDUCTION
Eric Kohart, Recycling Center Coach
PADNOS Howell Recycling Center

MANAGED MATERIAL HAULER
James Richey, Director, Account Management
Recycle Services

SOLID WASTE DISPOSAL FACILITY OPERATOR
Tim Krause, Director of Engineering
Granger Waste Services

COUNTY APPROVAL AGENCY

Livingston County Board of Commissioners

Official Authorized Representative: Jay Drick, Chair

DESIGNATED PLANNING AGENCY

Livingston County Department of Planning

Designated Planning Agency Representative: Scott Barb, AICP, Director

TABLE OF CONTENTS

Page	
3	Background
4	Materials Management Plan 5-Year Budget
5	Proposed Milestone Schedule
6	Glossary of Terms
7	Task 1: Planning Process Initiation
8	Task 2: Materials Management Planning Committee
9	Task 3: Project Administration
10	Task 4: Materials Management Planning Grant
10	Task 5: Materials Management Plan Request for Proposal
11	Task 6: Plan Project Management
11	Task 7: Data Collection and Discovery Phase
11	Task 8: Stakeholder Engagement
12	Task 9: Analysis and Opportunities Phase
12	Task 10: Prepare Draft Materials Management Plan
12	Task 11: Plan Adoption
13	Task 12: Plan Implementation

BACKGROUND

On January 8, 2024, the Director of the Michigan Department of Environment, Great Lakes & Energy (EGLE) initiated the process for each county to prepare a Materials Management Plan, under legislation changes to Michigan Public Act 451, Part 115, which became effective March 29, 2023 (the Act). After approved by EGLE, these plans will replace existing county Solid Waste Plans and transition from a solid waste disposal focus to a new materials management system geared toward seeking alternatives to landfilling, reducing environmental impacts, contributing to a circular economy, and identifying the highest and best use for all materials including recyclables, organics, and solid wastes.

The following Work Program complies with the Act and may be amended as needed.

Materials Management Plan 5-Year Projected Budget

Date Prepared: 5/24/2025
Project Name: Livingston County Materials Management Plan
Planning Area: Livingston County, MI
EGLE Materials Management Planning Grant Amount Allowable: $156,933/ year *

- Source: *https://www.michigan.gov/egle/-/media/Project/Websites/egle/Documents/Programs/MMD/Solid-Waste/Allowable-MMP-Grant-Amount-Per-County.pdf?rev=9ddb129133ca4adea6500bf2d4f42e2d&hash=96EE29239DB63F45798CFAE01E3FE34C*

PROJECTED REVENUES						
Description	**2025 (Actual)**	**2026 (Projected)**	**2027 (Projected)**	**2028 (Projected)**	**2029 (Projected)**	**2030 (Projected)**
EGLE Grant	$0.00	$156,933				

TOTAL REVENUES: **$ 0.00** **$156,933**

TOTAL STATE FUNDS: **$156,933.00 (100%)**
TOTAL 5-YEAR PROJECTED REVENUES: **$156,933.00 (100%)**

PROJECTED EXPENDITURES – OVERALL 5-YEAR MMP BUDGET			
Description	**Funding Source**	**Projected Amount**	**Actual Amount**
Postage, Mail, Notices	MMP EGLE Grant	$2,000.00	$ 0.00
Contractual Services	MMP EGLE Grant	$80,000.00	$ 0.00
Professional Development: Training/Education/SEMCOG	MMP EGLE Grant	$9,000.00	$ 0.00
Workshop and Meeting Supplies, Materials	MMP EGLE Grant	$4,000.00	$ 0.00
Implementation	MMP EGLE Grant	$46,375.00	$ 0.00
INFLATION (~5% / year):		$7,850.00	$ 0.00
CONTINGENCY (~10%):		$15,700.00	$ 0.00
TOTAL EXPENDITURES:		**$156,933.00**	**$ 0.00**

PROPOSED MILESTONE SCHEDULE

Task	Completion Date/ Deadline	2025				2026				2027				2028				2029				2030			
		Q1 Jan-Mar	Q2 Apr-June	Q3 July-Sep	Q4 Oct-Dec	Q1 Jan-Mar	Q2 Apr-June	Q3 July-Sep	Q4 Oct-Dec	Q1 Jan-Mar	Q2 Apr-June	Q3 July-Sep	Q4 Oct-Dec	Q1 Jan-Mar	Q2 Apr-June	Q3 July-Sep	Q4 Oct-Dec	Q1 Jan-Mar	Q2 Apr-June	Q3 July-Sep	Q4 Oct-Dec	Q1 Jan-Mar	Q2 Apr-June	Q3 July-Sep	Q4 Oct-Dec
Task 1: Planning Process Initiation		X	X	X																					
Task 2: Materials Management Planning Committee			X	X	X																				
Task 3: Project Administration		X	X	X	X																				
Task 4: Materials Management Planning Grant				X	X	X																			
Task 5: Materials Management Request for Proposal					X	X	X																		
Task 6: Plan Project Management						X	X	X	X																
Task 7: Data Collection and Discovery Phase						X	X	X	X																
Task 8: Stakeholder Engagement						X	X	X	X																
Task 9: Analysis and Opportunities Phase							X	X	X	X															
Task 10: Prepare Draft Materials Management Plan							X	X	X	X															
Task 11: Plan Adoption										X	X	X	X												
Task 12: Plan Implementation														X	X	X	X	X	X	X	X	X	X	X	X

GLOSSARY OF TERMS

As used in this Materials Management Work Program:

a. **Part 115, Solid Waste Management, of the Natural Resources and Environmental Protection Act, 1994 PA 451, as amended (the Act).**

b. **Board of Commissioners (BOC or Board):** the elected governing body authorized to make policy decisions for the county.

c. **County Approval Agency (CAA):** the entity that assumes responsibility and is authorized to approve the MMP, by submitting a notice of intent for preparing the MMP. The CAA has been identified as the Livingston County Board of Commissioners.

d. **Cities, Villages and Townships (CVT).**

e. **Designated Planning Agency (DPA):** the agency designated by the CAA that shall serve as the primary government resource in the planning area for the administering and developing the MMP. The DPA has been identified as the Livingston County Department of Planning.

f. **DPA Representative:** is the specific individual of the DPA designated by the CAA that shall serve as the primary government resource in the planning area for the administering and developing the MMP. The DPA Representative is Scott Barb, Director, Livingston County Department of Planning.

g. **Michigan Department of Environment, Great Lakes & Energy (EGLE):** is the primary state agency overseeing the Materials Management planning process and administering the interim final approvals for Solid Waste Processing and Transfer Facilities and the amendments to the Act.

h. **Materials Management Plan (MMP):** is the plan that will replace the existing Solid Waste Management Plan after approval from EGLE that seeks adequate materials management capacity for all nonhazardous solid waste generated in the county with a focus on developing strategies to utilize materials to their best and full potential prior to final disposal.

i. **Notice of Intent (NOI).**

☑ = Task Complete

● = Task In Process

◆ = Task Not Started

[Agency] = **Primary Responsible Party**

Task 1: Planning Process Initiation

☑ TASK 1.1: Plan Initiation [EGLE]

a. Livingston County received an email on December 20, 2023 from Phillip D. Roos, EGLE Director, stating the materials management planning process is to be initiated on January 8, 2024.

☑ TASK 1.2: Accept Role as County Approval Agency (CAA) [DPA Representative]

a. On June 10, 2024, the Livingston County Solid Waste Coordinator presented the Proposed Resolution to the Courts, Public Safety and Infrastructure Development Committee for approval and the Courts, Public Safety and Infrastructure Committee recommended the item to BOC.

b. At a regular meeting on June 24, 2024, the BOC passed a formal resolution (Resolution # 2024-06-084) and accepted responsibilities as CAA.

☑ TASK 1.3: Appoint Designated Planning Agency (DPA) [CAA]

a. At a regular meeting on January 27, 2025, BOC passed a formal resolution (Resolution #2025-01-008) to appoint the Livingston County Planning Department as the DPA. The Planning Department Director, Scott Barb, will serve as the DPA representative.

☑ TASK 1.4: Dissolve the Solid Waste Management Committee and Create the Materials Management Planning Committee [CAA]

a. At a regular meeting on January 27, 2025, BOC dissolved the Solid Waste Management Committee and created the Materials Management Planning Committee via Resolution 2025-01-009.

☑ TASK 1.5: Correspond with Adjacent Counties [DPA Representative & CAA]

a. Robert Spaulding, DPW Coordinator, prepared a list of adjacent county DPA Representatives and BOC Chairs and drafted communication and response letters regarding interest for preparing a Multi- County MMP.

Robert Spaulding, DPW Coordinator, sent communication and response letters to adjacent counties indicating that Livingston County intends to prepare a single-county MMP.

TASK 1.6: Notify CVTs and Adjacent CVTs [DPA Representative]

a. Robert Spaulding, DPW Coordinator, emailed a letter to all Livingston County CVT and adjacent CVT Clerks and Chief Elected Officials about upcoming MMP initiative and requested contact information and future communication notification preference (US Mail and/ or Email).

TASK 1.7: Notification Contact List [DPA Representative]

a. Robert Spaulding, DPW Coordinator, collected and compiled contact information and notification preference (US Mail and/or email) from CVTs and adjacent CVTs.

TASK 1.8: Submit Notice of Intent to EGLE [DPA Representative & CAA]

a. On July 18, 2024, Carol Jonckheere submitted the MMP Notice of Intent to EGLE.

b. Livingston County has 36-months from July 18, 2024 to complete the MMP.

TASK 1.9: Distribute Notice of Intent [DPA Representative]

a. Rob Stanford, Livingston County Principal Planner, posted a PDF copy of the NOI Submittal to the County's MMP webpage on June 13, 2025

b. The NOI legal notice was published in the Livingston Daily Press and Argus on March 6, 2025

c. On_____, DPA Representative mailed and emailed a copy of NOI Submittal to all CVTs and requested the NOI be posted on CVT websites.

Task 2: Materials Management Planning Committee

☑ **TASK 2.1: Identify Candidates for MMPC** [BOC, CPSID, & DPA Representative]

a. On March 24, 2025 Natalie Hunt issued media release and solicited applications for new MMPC using an online application form posted on the County's website.

b. No interviews were conducted by the Personnel Committee.

c. The Personnel Committee made final recommendations to full BOC for MMPC members in each category/sector as required by the Act.

☑ **TASK 2.2: Appoint MMPC Members** [CAA]

a. At a regular meeting on January 27, 2025, the BOC passed a formal resolution (Resolution #2025-01-009) to dissolve the Solid Waste Committee and establish the Materials Management Planning Committee.

b. At a regular meeting on May 12, 2025, BOC passed a formal resolution (Resolution #2025-05-063) to Appoint MMPC members for a five-year term expiring on December 31, 2030..

☑ **TASK 2.3: MMPC Administrative Support** [DPA Representative]

a. DPA Representative to designate staff to provide support to MMPC (e.g. take meeting minutes, reserve and set up meeting room)

b. DPA Representative to be responsible for setting meeting dates, preparing meeting agendas, preparing and sending all required public notices.

● **TASK 2.4: MMPC Bylaws** [DPA Representative, Corporation Counsel, MMPC]

a. DPA Representative drafted MMPC Bylaws.

b. MMPC reviewed and adopted Bylaws for the conduct of its business at the June 24, 2025 regular meeting.

● **TASK 2.5: MMP Work Program** [DPA Representative, MMPC]

a. DPA Representative prepared draft MMP Work Program.

b. DPA Representative distributed a copy of draft MMP Work Program to MMPC on TBD and MMPC approved at their regular meeting on TBD.

◆ **TASK 2.6: CAA Approves Work Program** [DPA Representative]

a. DPA Representative presented a copy of MMP Work Program to CPSID on TBD for review, approval, and recommend to BOC.

b. CAA approved the MMP Work Program at their regular meeting on TBD.

☑ **TASK 2.7: CAA Submits Work Program to EGLE** [DPA Representative & CAA]

a. CAA submitted final MMP Work Program to EGLE on TBD in advance of the TBD deadline (180 days after NOI(currently awaiting an extension)).

❒ **TASK 3.1: Develop MMP Webpage** [DPA Representative and County Planning Staff]

a. DPA Representative worked with County Planning staff develop a new Materials Management Plan webpage on Livgov.com with a link to the Materials Management Plan.

b. All MM project and plan information will be posted to the following link: https://milivcounty.gov/planning/materials-management-planning/

❒ **TASK 3.2: Identify County Purchasing Department Contact** [DPA Representative]

a. Identify Purchasing staff assigned to assist with the MMP Grant, MMP RFP Process, and MMP Consultant Contract.

❒ **TASK 3.3: Identify County Fiscal Services Contact** [DPA Representative]

b. Identify Fiscal Services staff assigned to assist with MMP Grant and processing payment for MMP Consultant.

Task 4: Materials Management Planning Grant

◆ **TASK 4.1: Grant Application Submittal** [DPA Representative]

a. Seek Administration, Finance and BOC approval for MMP Grant Application submittal.

◆ **TASK 4.2: Department Grant Review** [DPA Representative]

b. If grant application is approved by EGLE, begin County Department Grant Review Process.

◆ **TASK 4.3: BOC Committee and Board of Commissioners Approval** [DPA Representative]

a. Seek CPSID Committee approval and recommend to BOC.

b. Seek BOC approval for MMP Grant Acceptance.

◆ **TASK 4.4: Purchasing Department and Fiscal Services Admin** [DPA Representative]

a. Work with Purchasing and Fiscal Services to set up necessary account strings.

Task 5: Materials Management Plan Request for Proposal

- **TASK 5.1: Prepare Request for Proposal (RFP)** [DPA Representative]
- **TASK 5.2: Internal and MMPC draft RFP Review and Approval** [DPA Representative]
- **TASK 5.3: Identify RFP Selection Committee Members** [DPA Representative]
- **TASK 5.4: Issue Request for Proposal on MITN/Bidnet** [Purchasing]
- **TASK 5.5: Hold Pre-Bid Meeting** [DPA Representative]
- **TASK 5.6: Proponents Submit Questions via MITN/Bidnet**
- **TASK 5.7: County Responds to Questions via MITN/Bidnet** [DPA Representative]
- **TASK 5.8: Proposals Due via MITN/Bidnet**
- **TASK 5.9: Selection Committee Scores Proposals**
- **TASK 5.10: Consulting Firm/Team Final Selection Interviews (As Needed)**
- **TASK 5.11: Notice of Award to Consulting Firm/Team** [Purchasing]

Task 6: Plan Project Management

- **TASK 6.1: Identify Project Manager (PM)** [DPA Representative]
- **TASK 6.2: Hold Project Kick-Off Meeting** [Consultant Team]
- **TASK 6.3: Hold Regular Progress Meetings** [Consultant Team]
- **TASK 6.4: Prepare a Project Management Plan (PMP)** [Consultant Team]
- **TASK 6.5: Prepare a Public Engagement Plan (PEP)** [Consultant Team]

Task 7: Data Collection and Discovery Phase

- **TASK 7.1: Previous Plan/Study Review** [Consultant Team]
- **TASK 7.2: Existing Conditions Analysis** [Consultant Team]
- **TASK 7.3: Summarize Findings** [Consultant Team]

Task 8: Stakeholder Engagement

- **TASK 8.1: Prepare Online Survey, Focus Group Meetings, Meetings, etc.** [Consultant Team]
- **TASK 8.2: CVT Staff, Elected Officials, MMPC, BOC, Health Department** [Consultant Team]
- **TASK 8.3: Adjacent Counties & SEMCOG** [Consultant Team]
- **TASK 8.4: Waste Haulers** [Consultant Team]
- **TASK 8.5: Facility Operators, MRF, etc.** [Consultant Team]
- **TASK 8.6: Metal Waste** [Consultant Team]
- **TASK 8.7: Electronic Waste** [Consultant Team]
- **TASK 8.8: Household Hazardous Waste** [Consultant Team]
- **TASK 8.9: Yard Waste** [Consultant Team]
- **TASK 8.10: Food Waste** [Consultant Team]
- **TASK 8.11: Packaging** [Consultant Team]
- **TASK 8.12: Businesses/Brokers** [Consultant Team]
- **TASK 8.13: Residents** [Consultant Team]
- **TASK 8.14: Other Products-Textiles, Wood, Rubber Products, etc.** [Consultant Team]

Task 9: Analysis and Opportunities Phase

- **TASK 9.1: Gap Analysis and System Needs Assessment** [Consultant Team]
- **TASK 9.2: Best Management Practices Evaluation and Recommendations** [Consultant Team]
- **TASK 9.3: Supporting Policy and Funding Mechanisms Evaluation** [Consultant Team]
- **TASK 9.4: Draft Model Ordinances/Policies** [Consultant Team]

Task 10: Prepare Draft Materials Management Plan

- **TASK 10.1: Prepare Draft Plan** [Consultant Team]
- **TASK 10.2: Goals and Objectives** [Consultant Team]
- **TASK 10.3: Action Plan** [Consultant Team]
- **TASK 10.4: Prepare Strategy to Implement Plan and How to Fund** [Consultant Team]
- **TASK 10.5: Prepare Strategy to Identify Responsible Parties to Implement Plan** [Consultant Team]
- **TASK 10.6: Identify Tasks and Timelines to Meet Plan Goals & Objectives** [Consultant Team]
- **TASK 10.7: Financial Strategies** [Consultant Team]

Task 11: Plan Adoption

- **TASK 11.1: MMPC Approves Draft MMP** [MMPC]
  a. MMPC reviews and approves the draft MMP for public review and comment for a minimum of 60 days.
- **TASK 11.2: Prepare Notice of Draft Plan Review and Public Hearing** [Consultant Team]
  a. Publish the notice in a newspaper, or by electronic media, with major circulation or viewership in the planning area. The notice must state where to find the draft MMP, the end date of the public comment period, and solicit public comment. Online notices must remain posted until the end of the public comment period. This notice may also serve as the public hearing notice.
  b. The public hearing notice shall be published at least 30 days prior to the public hearing date. Documentation must be provided to EGLE.
- **TASK 11.3: 60-Day Required Public Comment Period** [DPA Representative]
  a. Share the MMP draft for public review and comment for a minimum of 60 days.
- **TASK 11.4: Hold Public Hearing** [MMPC]
  a. Conduct a public hearing on the MMP during the public comment period.
  b. A public notice of the hearing must be published at least 30 days prior to the hearing.
- **TASK 11.5: Plan Revisions** [DPA Representative]
  a. After 60-day public comment period, DPA has 30 days to revise MMP (as needed) and send back to MMPC for approval.
- **TASK 11.6: Plan Adoption by CAA** [CAA]
  a. CAA Passes Resolution Adopting MMP.
- **TASK 11.7: CVT Approval of MMP** [DPA Representative]
  a. Send approved MMP to all CVTs in the county for approval by resolution. After 120 days, 67% approval is required from CVTs that voted on the MMP
- **TASK 11.8: DPA Submits MMP to EGLE for Final Approval** [DPA]

Task 12: Plan Implementation

- **TASK 12.1: Work Toward Meeting Goals and Objectives** [DPA, MMPC, TBD]
- **TASK 12.2: New Program Development or Program Enhancement** [DPA/MMPC]
- **TASK 12.3: Funding** [DPA/MMPC]
- **TASK 12.4: Education** [DPA/MMPC]
- **TASK 12.5: Outreach** [DPA/MMPC]
- **TASK 12.6: Data Collection, Updates/Maintenance** [DPA]
- **TASK 12.7: Partnerships and Collaborations** [DPA/MMPC]

SEMCOG

MMP Support Work

Southeast Michigan Council of Governments
1001 Woodward Avenue, Suite 1400
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Materials Management Planning Support Work Plan

Objective

At request of the seven counties in the Southeast Michigan region – Livingston, Macomb, Monroe, Oakland, St. Clair, Washtenaw and Wayne Counties – the Southeast Michigan Council of Governments (SEMCOG) will be supporting the counties in their Materials Management Planning efforts.

Materials Management Plans (MMP) are required by amendments to Part 115, Solid Waste Management, of the Natural Resources and Environmental Protection Act, 1994 PA 451, as amended (Part 115), specifically Subpart 11, Materials Management Plans.

This document outlines a work plan to be completed on behalf of the counties to support the development of their individual County MMPs. Though the seven counties will be completing this work independently, regional collaboration and coordination is prioritized.

As part of the work plan, SEMCOG staff will lead the following:

Facilitation of the Monthly Materials Management Work Group

Currently, SEMCOG facilitates a monthly work group for the materials management planning staff at each of the counties to share best practices, discuss strategies, and coordinate across agencies. This monthly facilitation and collaboration effort will continue throughout the MMP process. As the MMP process continues and evolves over the required 3-year planning horizon, these meetings may change frequency to quarterly or as-needed.

Materials Management Educational Campaign

To assist each of the counties with educating elected officials on Materials Management Planning and to support the development of the county-level MMPs, SEMCOG will develop educational campaign material. SEMCOG will work with county representatives and the regional MMP Work Group to develop key messages, coordinate video interviews, and develop and review educational material.

This effort includes the following deliverables:

1. Developing educational videos and sharing materials management stories, with assistance from EGLE, County Representatives, waste haulers, or other materials management professionals.

2. Creating educational materials to share as physical and digital resources to be circulated to local municipalities and on social media.
3. Facilitating SEMCOG University webinars or in-person workshops to educate elected officials on materials management planning requirements and changes in Part 115.

SEMCOG effort on the educational campaign is expected to be complete by June 2026

Policy and Regulatory Resource

SEMCOG staff will research and develop a resource of supportive policy and regulatory actions successfully implemented nationally for consideration in the SEMCOG region at both the regional and county level.

Budget

It is anticipated that the costs of this work will be paid for by each county with their EGLE Materials Management Grant funds. The total budget allocated for this scope for region is $75,000, allocated to SEMCOG staff to support the tasks described in this document.

The total costs have been allocated to the counties based on the effort expected per county. Of the total cost, 75% was split evenly between the counties, as most of this work plan is common to all with equal effort. The remaining 25% of total cost has been population-weighted due to the varied complexities of the tasks due to size.

The total for each county is summarized in the table below. County payments are expected to be paid up front and in full to SEMCOG before work begins. Please contact SEMCOG Environment and Infrastructure Engineer, Rachael Barlock, at barlock@semcog.org or 313.319.1062 with any questions related to this project.

County	Population	Percent of Region	equal split (75% of total)	pop. weighted (25% of total)	County Total to SEMCOG
Livingston	193,866	4%	$ 8,036	$ 753	**$ 8,788**
Macomb	881,217	18%	$ 8,036	$ 3,421	**$ 11,456**
Monroe	154,809	3%	$ 8,036	$ 601	**$ 8,637**
Oakland	1,274,395	26%	$ 8,036	$ 4,947	**$ 12,982**
St. Clair	160,383	3%	$ 8,036	$ 623	**$ 8,658**
Washtenaw	372,258	8%	$ 8,036	$ 1,445	**$ 9,481**
Wayne	1,793,561	37%	$ 8,036	$ 6,962	**$ 14,998**

Total Work Amount	$ 75,000

EGLE

Grant Application

*This working document shall be used to provide **preliminary** answers to questions identified and subject to change.*

Table of Contents

1. Will there be funding available to create an MMP? If so, how much? 1
2. What can the MMP Grant money be used for? 1
3. Will I receive additional rounds of MMP Grants? 2
4. How will each CAA receive its next round of MMP Grants? 2
5. We are still having difficulties upfronting the costs for the MMP Grant to get reimbursed, what can we do? 2
6. Can we amend our MMP grant contract? 2
7. Where can I find more information and who can I contact? 2

1. Will there be funding available to create an MMP? If so, how much?

Yes, funding under MMP Grants will be available to those counties that file a notice of intent to prepare a new MMP and receive EGLE approval of their work program. This funding:

- Provides a base amount of funding to supplement the costs for preparing, implementing, and maintaining MMPs.
- Base amount of $60,000 for each county.
- An additional $10,000/county for multi-county plans.
- And $0.50 per capita, up to $300,000 would be available in the first three years to cover the higher upfront costs of initiating the new planning process.

2. What can the MMP Grant money be used for?

Funds can be used for preparing, implementing, and maintaining an MMP. The MMP development costs take precedence.

Including but not limited to:

- Developing a work program as described in Section 11587 of Part 115.
- Developing and amending an MMP.
- Ensuring public participation.
- Resources used to determine if new facilities are consistent with the MMP.
- Collecting, submitting, and evaluating data for facility reporting purposes.
- Recycling education and outreach.
- Establishing and continuing recycling and materials utilization programs consistent with the goals.

- Preparing required reports for EGLE.
- Obtaining support for the MMP and planning process.
- Other efforts related to MMP implementation.

3. Will I receive additional rounds of MMP Grants?

Yes. Per Section 11587 of Part 115, subject to appropriations, each county shall be awarded its additional MMP Grant, so long as progress is being made under the existing MMP Grant Agreement toward developing or implementing its MMP. Grant amounts and eligibility are legislatively identified (Allowable MMP Grant Amount per County)

4. How will each CAA receive its next round of MMP Grants?

Existing MMP grant agreements will be amended to include updated deliverables, scope of work, timeline, and budget, as applicable.

Grantees shall allocate their entire allowed budget, including the identification of any planned implementation items.

5. We are still having difficulties upfronting the costs for the MMP Grant to get reimbursed, what can we do?

Requests for advance funding may be submitted to the State of Michigan's Office of Financial Management. Please contact EGLE Planning staff for assistance with making this request.

Please note that requested advances are not guaranteed to receive approval. *It is recommended to make this request as soon as possible, as the process may take some time to complete*.

6. Can we amend our MMP grant contract?

Yes, the contract can be amended, including the budget, deliverables, scope of work, subject to EGLE approval.

7. Where can I find more information and who can I contact?

Materials Management Planning:

- Planning Website: www.Michigan.gov/EGLEMMP.
- Planning Staff Program Map.

Recycling and Program Development:

- Recycling Website: www.Michigan.gov/MIRECYCLES.
- Recycling Specialists Staff Map.

Dr. Rex Lamore

Domicology Presentation to MMPC

September MMPC Meeting

DOMICOLOGY

CREATING A SUSTAINABLE BUILT ENVIRONMENT

Dr. Rex Lamore will be presenting to the Livingston County Materials Management Planning Committee on Tuesday, September 23rd at 10:30 AM during the latter part of the Committee meeting.

Dr. Lamore will be speaking on a number of topics centered around the Circular Economy and the Built Environment, within a science known as "Domicology". Domicology is the study of the life cycle of the built environment and how we construct our buildings to better support communities and the environment. Dr. Lamore is the mind behind the science of Domicology and will be discussing what it is and why it will be changing the Circular Economy and our local communities for the better.

This is an important issue that will need to be included in the County's new Materials Management Plan.

We are asking that all members of the County Materials Management Planning Committee plan to attend the regular September MMPC meeting so that you will hear this important information related to the new Materials Management Plan.

WHEN: Tuesday, September 23, 2025

TIME: 10:30 AM (During the latter part of the MMPC meeting that morning)

WHO: Dr. Rex Lamore
Michigan State University
Center for Community Economic Development