

Beaver Island Waste Management Committee
Regular Meeting
2/18/2020 at 1:00PM
Peaine Township Hall 36825 Kings Highway Beaver Island, MI 49782

Meeting called to order by Paul Cole, Chair, at 1:04PM

Members Present: Paul Cole, Sheri Richards, Carla Martin, Joe Moore, and Travis Martin

Also Present: Bob Marsh, Transfer Station Manager

Members Absent: Paul Welke, and Frank D'Andraia

Motion Moore, second Richards to modify the minutes of the 2/11/2020 Special Meeting to include mention that Paul Cole, Bill Kohls, and Darrell Butler shall meet in order to develop a fact sheet/breakdown of costs related to the car crusher that is supposed to be coming to Beaver Island, motion approved.

Motion Richards, second Moore to approve the minutes of the 2/11/2020 special meeting with the approved change, motion approved.

Motion Moore, second Richards to approve the minutes of the 1/21/2020 regular meeting, motion approved (T. Martin abstained as he was absent).

Marsh reported that he has begun to look into options and costs related to shipping tires off the island outside of periods when there is a grant in place to cover costs of tire removal. He also reported that the box trailer he is considering for purchase is a Hudsonville 1999 Great Dane with an estimated purchase cost of \$4000.00, not including other costs such as delivery and shipping.

Cole will redistribute the draft document regarding Performance Evaluation Policy and Procedures to Committee members for further consideration and action at the March Waste Management Committee meeting.

Motion C. Martin, second Moore to approve the Transfer Station Manager's Position Description with the additions suggested by Richards as modified to read:

“Work to engage and implement directives set forth by the Committee. These directives will change over time and will encompass updates on (but not limited to) collections, bookkeeping, and recycling procedures.

Maintain equipment records on a regular basis and provide Committee access to these records.

Maintain up to date and accessible electronic records of all existing assets of the Transfer Station.”

Motion approved.

Marsh reported that DOT HazMat General & Security Awareness training has been completed by all three Transfer Station employees. Marsh and Timsak also completed DOT HazMat Carrier Requirements (Highway) training. Certificates were presented for all DOT HazMat trainings that were completed.

C. Martin presented updated budget information for the current fiscal year. Work is still underway regarding the draft budget for the upcoming 2020-2021 fiscal year. Cole, C. Martin, and Marsh will

continue work on the draft budget with plans to distribute a copy to Committee members prior to the March meeting of the Waste Management Committee.

Motion Moore, second Richards to authorize Bob Marsh to travel, most likely in March, to physically inspect the Hudsonville 1999 Great Dane trailer that is being considered for purchase, as well as to request that the Peaine Township Board approve a budget amendment in the amount of \$400.00 to accommodate related travel expenses, motion approved.

Motion Moore, second T. Martin to recommend to the two Townships the purchase of a Square point of sale system for use at the Beaver Island Transfer Station, as presented by Moore and Richards, with the additional estimated set-up costs of approximately \$500.00, motion approved.

Motion Moore, second Cole to adjourn, motion approved.

Meeting adjourned at 2:58pm.