SW MI Materials Management Planning Committee Agenda

July 21, 2025 1:00 p.m.

Location: Pokagon Band Community Center, 27043 Potawatomi Trail Dowagiac, MI 49047

- **1. Call to Order & Roll Call**Kalli Marshall, VBCD, Chair
- 2. Approval of Agenda
- 3. Approval of June 16, 2025 Minutes
- 4. Communications
- 5. Old Business Work Plan Update

Organics Goal Review

- 6. Hearings
- 7. New Business Public Survey Review

8. Public Comment

9. Miscellaneous

Subcommittees

10. Adjournment

Next meeting will be held August 18 at 1:00 p.m. at Pokagon Band Community Center, 27043 Potawatomi Trail Dowagiac, MI 49047 For questions about accessibility or to request accommodations, please contact Bekah Schrag at (574) 312-9148 or by email at <u>schragb@swmpc.org</u>

Bekah Schrag, DPA

Bekah Schrag, DPA



Minutes

SW MI Materials Management Planning Committee

Monday, June 16, 2025, at 1:00 p.m.

Location: Pokagon Band Tribal Police Department's Emergency Operations Center 58620 Sink Rd, Dowagiac, MI 49047

Role	Member	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Nov	Dec
Solid Waste Facility Operator	Bob Kras	IP	Α	IP	IP	E	IP					
Hauler	Christopher Phillips (Vice-											
Hauter	Chair)	IP	E	IP	IP	A	IP					
Materials Recovery Facility Operator	Donovan Kelley		IP	E	IP	А	E					
Composting Facility Operator												
Waste Diversion, Reuse, Reduction Facility	Chaile Borgen											
Operator	Sheila Bergen				IP	IP	IP					
Environmental Interest Group	Kalli Marshall (Chair)	IP	IP	IP	IP	IP	IP					
Elected Township Official	David Kuhn	IP	IP	IP	IP	IP	IP					
Elected City/Village Official	Deah Muth	IP	IP	V	IP	v	IP					
Business that generates Managed Materials	Al Pscholka	IP	IP	E	E	А	E					
Regional Planning Agency	John Egelhaaf	IP	IP	IP	IP	IP	IP					
Sovereign Nation	Jennifer Kanine	IP	IP	IP	v	А	IP					
Berrien County												
Elected County or Municipal Official	Dave Vollrath	IP	IP	IP	IP	IP	IP					
Business that Generates Managed Materials	Jeff Doroh	IP	IP	IP	E	А	IP					
Cass County												
Floated County or Municipal Official	Roseann Marchetti											
Elected County or Municipal Official	(Secretery)	IP	IP	E	IP	IP	IP					
Business that Generates Managed Materials	Amy Huser	IP	IP	IP	IP	E	IP					
Van Buren County												
Elected County or Municipal Official												
Business that Generates Managed Materials	Robert Baran	IP	IP	А	IP	IP	IP					
IP - Present in Person; V - Participating remote	ely; E-Excused absence; A - I	Jnex	cuse	d abs	ence	; A bla	ank s	pot	mear	ns the	posi	tion
	is vacant											

Public Present

Wallace, Mandy Adams, Jill Brent, Adam Krcmarik, Jeff Marchetti, Jerry

1. Call to Order & Roll Call

Chair Kalli Marshall called the meeting to order at 1:00. Role call was taken, and it was established that a quorum was present.

2. Approval of Agenda

Bob Kras moved to **"ACCEPT THE AGENDA."** John Egelhaaf seconded the motion, which carried unanimously.

3. Approval of April 21, 2025 Minutes

David Kuhn moved to **"APPROVE APRIL 21, 2025 MINUTES."** Bob Kras seconded the motion, which carried unanimously.

4. Approval of May 20, 2025 Minutes

John Egelhaaf moved to **"APPROVE MAY 20, 2025 MINUTES."** Jeff Doroh seconded the motion, which carried unanimously.

5. Communications

None.

6. Old Business

Grant Update

Bekah Schrag informed the committee that all three counties have their grant agreements from the State and are getting them signed shortly.

7. Hearings

Food Waste Program Best Practices

Bekah Schrag presented on best practices for food waste management, emphasizing the food waste hierarchy. This hierarchy begins with preventing waste at the source—by producing, purchasing, and serving only what is needed followed by food donation or upcycling, feeding animals, creating compost or generating energy from waste, and lastly, sending food waste to the landfill as a last resort. Schrag highlighted opportunities for food donation and upcycling, including local food pantries, Kalamazoo Valley Gleaners, and other regional resources. She also noted the number of food pantries available in each county and mentioned that Berrien County currently has one subscription-based composting program. Additionally, she pointed out that yard waste collection in the region could be improved. Schrag shared several best practices for designing food waste programs. These include accepting all types of food waste, allowing certified compostable products, and using compostable liners whenever possible to help control odors and pests. For drop-off programs, it is recommended to require participant registration to facilitate communication, use clear signage and instructions, and offer consistent outreach and education. She also advised that drop-off sites should be conveniently located, offer room for expansion, and include nearby trash bins. Tracking diversion rates and participation, maintaining regular communication with both participants and haulers, and monitoring contamination are also key components of a successful program.

Many best practices for curbside food waste collection overlap with those for dropoff programs. However, curbside programs require some additional considerations. These include using bins with latches, lining both kitchen and curbside bins with compostable liners, keeping bins out of direct sunlight, minimizing liquids, and double-lining bins in winter to prevent freezing.

Schrag also discussed a company offering curbside food scrap collection for restaurants and outlined both benefits and challenges. Advantages include the use of curbside bins instead of dumpsters, which are more maneuverable, easier to clean, less expensive to replace, and waterproof. The company's trucks can carry large volumes of waste, seal in wet materials, and clean and sanitize bins during collection. However, challenges include the bins becoming heavy if liquids aren't limited, food caking onto unlined bins, odor issues, and the need for some restaurants to use multiple smaller bins. To manage contamination, the company uses handwritten "oops" tags placed directly on the bins, and then follows up with the customer to discuss the issue.

8. New Business

Solutions Activity

The committee split into four groups to discuss solutions for food waste in the following categories: Households & Residential, Restaurant & Food Service, Institutional, and Farms & Food Producers. The groups were tasked with thinking of prevention, diversion/donation, education, and infrastructure/policy solutions for food waste. Each group then shared their solutions with the committee.

Prevention efforts focused on smarter purchasing, portion control, food storage, and repurposing leftovers. Diversion ideas included home composting, food

donation to schools, pantries, shelters, and using food scrap drop-off sites. Education was emphasized through behavior change campaigns, student engagement, transparency, and promoting social norms. Infrastructure and policy suggestions involved easing donation restrictions, supporting composting services, requiring compostable packaging, and strengthening municipal and state-level systems. Both urban and rural contexts were considered, with tailored solutions like composting in rural schools and mandating recycling in urban institutions.

Goal Review

Christopher Phillips moved to **"TABLE THE GOAL REVIEW."** Roseann Marchetti seconded the motion, which carried unanimously.

9. Public Comment

Mandy Wallace, who owns a local dumpster rental company, introduced herself and expressed interest in learning about the committee's goals and how they might apply to her business.

10. Miscellaneous

MRC Conference Takeaways

Bekah Schrag, Kalli Marshall, and Jill Adams shared takeaways from the Michigan Recycling Coalition Conference they attended back in May. Schrag said the food scrap program best practices were part of the takeaways, and more information will be coming in future meetings. Adams shared about the tour of a composting facility in Grand Rapids.

Subcommittees

Roseann Marchetti moved to **"TABLE SUBCOMMITTEES."** Deah Muth seconded the motion, which carried unanimously.

11. Adjournment

Deah Muth moved to adjourn the meeting. Roseann Marchetti supported the motion. Chair Marshall declared the meeting adjourned at 3:01 pm.

Submitted by: Bekah Schrag

Date: July 8, 2025

						Timeline						
Tasks	Sub Tasks	Description	Responsible Party	Public Participation	Status	Completion	2024			2025		
						Date	Q1	Q2 (3 Q4	Q1	Q2	Q3 Q4
		Work done previous to	October 1, 2024									
	Plan Initiation	Initiation of planning began January 8, 2024	EGLE	N/A	Completed	1/8/24	x					
	Accept Role as County Approval Agencies	Formal Resolutions passed to accept CAA responsibilities	CAAs	Public Meeting(s)	Completed	7/3/2024	x	x				
	Draft Interlocal Agreement	Write interlocal agreement that includes MMPC appointment process, DPA payment, MMP approval process, and more.	DPA, County Staff	N/A	Completed	5/31/24	x	x				
	Approve Interlocal Agreement	Formal resolutions from all three Counties	CAAs	Public Meeting(s)	Completed	7/3/24	Х	x				
PROCESS INITIATION	Appoint Designated Planning Agency	Formal resolutions from all three Counties	CAAs	N/A	Completed	7/3/24	x	x				
	Correspond with Adjacent Counties	Each County sent letters to adjacent counties regarding their plan to create a multicounty plan	DPA, CAAs	Public Meeting(s)	Completed	7/3/24	x	x				
	Submit Notice of Intent to EGLE	All Counties completed the Survey Monkey to submit the Notice of Intent	CAAs	Public Meeting(s)	Completed	7/3/24	x	x				
	Distribute Notice of Intent	All Counties notified CVTs via press releases and emails	DPA, CAAs	Press Releases	Completed	8/2/24	x	x				
TASK 2:		Created Online Application for MMPC	DPA	N/A	Completed	6/1/24		x				
MATERIALS MANAGEMENT	Identify Candidates for MMPC	Drafted and published media releases for solicitating applications	DPA, County Staff	Press Releases	Completed	6/1/24		x				
PLANNING COMMITTEE		Reviewed and ranked applications based on criteria, employment, education, and skills	DPA	N/A	Completed	9/5/24		х				
		Work beginning October 1, 20)24. Year 1 begins hei	'e								
	Identify Candidates for MMPC	Recommended appointments for each seat on the MMPC were sent to all County BOCs	DPA	N/A	Completed	10/3/24			x			
	Appoint MMPC Members	Formal Resolutions passed to appoint MMPC members	CAAs	Public Meeting(s)	Completed, Ongoing as needed	11/7/24			x	x	x	
TASK 2:	Administer MMPC	Setting meeting dates, preparing agendas, preparing and sending all required public notices	DPA	Public Meeting(s)	Ongoing	November 2024 July 2027			x	x	x >	x x
MATERIALS		Drafted Bylaws	DPA	N/A	Completed	11/13/24			x			
MANAGEMENT PLANNING	Creation and Approval of MMPC Bylaws	Approval of MMPC Bylaws	ММРС	Public Meeting(s)	Completed	11/20/24			x			
COMMITTEE		Draft a MMP Work Program	DPA	N/A	Completed	3/17/25			x	x		

	Draft and Seek Approval for the	Work Program Approval	ММРС	Public Meeting(s)	Completed	3/17/25			x		
	MMP Work Program	Work Program submittal to EGLE	DPA	N/A	Completed	3/31/25			x		
	Deadline: Extension through March 31, 2025					3/31/25					
		Seek approval from all CAAs to apply for grant	CAA, County Staff	Public Meetings (s)	Completed	3/31/25			x		
TASK 3: MATERIALS		DPA submit grant application with approved work program	DPA	N/A	Completed	3/31/25			x		
MANAGEMENT PLANNING	Department Grant Review		EGLE	N/A	Completed	5/30/25				x	
GRANT	Seek BOC Approvals	Formal Resolutions from each County to accept MMP Grant	CAAs	Public Meeting(s)	Completed	7/7/25				x	
		Previous Plan Review	DPA	N/A	Completed			х	х		
		Regional Demographics	DPA, MMPC	Public Meeting(s)	Completed			х	х		
		Existing programming	ММРС	Public Meeting(s)	Completed	1/13/25			х	\square	
TASK 4: MATERIALS	Analyze Existing Conditions	Solid Waste Disposal Facilities: Inventory and Capacity	DPA, MMPC	Public Meeting(s)	Completed				x	x	
MANAGEMENT PLAN AREA		Materials Management Facilities: Inventory and Capacity	DPA, MMPC	Public Meeting(s)	In Progress				x	x	
PROFILE		Composting Facility Operations: Capacity, Locations	DPA, MMPC	Public Meeting(s)	In Progress				x	x	
		Hauling services provided and infrastructure	DPA, MMPC	Public Meeting(s)	In Progress				x	x	
	Analyze Existing Generation and Diversion	Reports from landfills, recycling facilities	DPA, MMPC	Public Meeting(s)	Completed				x	x	
	Analyze Gaps and System Needs	Review market reports	DPA	N/A	Completed					x x	
	Explore Priorities	Service, program, and infrastructure priorities D		Public Meeting(s)	In Progress					x x	
		Maximization of MM options	DPA, MMPC	Public Meeting(s)	In Proress					хх	
TASK 5: ANALYSIS AND	Evaluate and Recommend Best Management Practices	d Best Goals, best practices, and benchmark recycling standard options		Public Meeting(s)	In Progress					x x	
OPPORTUNITIES			DPA, MMPC	Public Meeting(s)	Not Started					x x	x
	Explore Supporting Policy and	Explore funding mechanisms	DPA, MMPC	Public Meeting(s)	Not Started					x x	
	Funding Mechanisms			Public Meeting(s)	Not Started					×	х
TASK 6: PREPARE DRAFT MATERIALS MANAGEMENT PLAN	Public Input and Drafting	Prepare and Release Public Survey	DPA, MMPC	Public Survey, Press Release, Public Meeting (s)						x x	
		Write draft plan	DPA	N/A	In Progress				х	х х	x

Goal 1: Prevent Food Waste Before it starts

Objective 1.1: Encourage smart consumer behavior at the household level

- Promote planned purchasing for grocery shopping
- Educate households on freezing, prepping, and storing food

Objective 1.2: Support food waste prevention in institutions, businesses, and producers

- Advocate for improved supply chain planning in schools and hospitals
- Reuse leftover menu items creatively in food service
- Provide more freezer and refrigeration capacity to preserve surplus food through reuse programs, grants, and partnerships.
- Collaborate with food manufacturers and distributors to improve forecasting and inventory management
- Incentivize secondary markets for imperfect or surplus produce

Objective 1.3: Integrate food waste reduction into school curriculum and student habits

- Develop programs to teach kids about food waste and the importance of reduction
- Promote food waste competitions in schools
- Let students choose which items they want to reduce waste
- Provide food scrap recycling education in schools
- Encourage participation in 10 Cents a Meal and Michigan Green Schools initiatives

Goal 2: Divert Edible Food Waste and Organics from Landfills. Promote feeding livestock when possible

Objective 2.1: Strengthen food donation and redistribution systems

- Connect restaurants and grocery stores with food pantries, shelters, and soup kitchens
- Provide funding for businesses that redistribute edible food
- Promote donation to schools, seniors, fire stations
- Raise awareness of the Good Samaritan Law protections

Objective 2.2: Establish and expand organics infrastructure and programs

- Initiate and encourage the development of food scrap recycling sites, digesters or other food waste reduction sites
- Develop food scrap recycling drop off programs for communities over 5,000 residents
- Develop food scrap recycling curbside programs for communities that have demonstrated interest

Objective 2.3: Pilot and scale composting programs

- Support pilot programs that convert food waste into compost for community gardens
- Engage FFA and 4H clubs in composting efforts
- Provide residential backyard composting tools and resources

Goal 3: Build Public Awareness and Education on Food Waste

Objective 3.1: Deliver consistent, empathetic, and transparent education

- Adopt a region-wide color/shape/signage food waste reduction scheme
- Work with Conservation Districts, Parks Departments, institutions, businesses, etc. to increase education on food scrap diversion.
- Promote transparency and correct misinformation

Objective 3.2: Foster a culture of responsibility and change social norms relating to food waste

- Add existing information, best practices & food waste reduction efforts to the County website
- Create strategies to reduce waste and collect food scraps at County events and properties
- Normalize food scrap recycling and food donation behavior in schools, restaurants, and households
- Recognize and promote businesses who adopt food waste reduction practices

Goal 4: Develop and Align Infrastructure and Policy for Food Waste Solutions

Objective 4.1: Identify and promote food scrap recycling policies

- Provide and promote ordinances that ensure a reduction in food waste to the landfill.
- Support policies for donation and food scrap recycling at public institutions

Objective 4.2: Track Organics Diversion Rates over time

- Create a method for reporting organics diversion
- Track organics diversion year to year

Objective 4.3: Encourage entrepreneurial and public investment in food scrap recycling

- Fund startup and expanding food scrap recycling businesses
- Support and encourage the Nextcycle program

Goal 5: Connect and Support Local and Regional Solutions

Objective 5.1: Map and promote existing local resources

- Create a comprehensive , interactive map of food and yard waste sites in Cass, Berrien, and Van Buren Counties
- Provide details on what materials each location accepts

Objective 5.2: Encourage collaboration and knowledge-sharing

- Support awareness campaigns for food pantries
- Collaborate with other counties with similar goals and initiatives
- Share best practices from other communities for municipalities looking to enhance food waste reduction efforts
- Share resources from MSU Extension, Conservation Districts, and Health Depts

Southwest Michigan Materials Management Public Survey

About You

- 1. Which County do you live in?
 - O Berrien
 - Cass
 - 🔵 Van Buren
 - Other

2. Which type of municipality do you live in?

- ◯ City
- 🔿 Village
- 🔵 Township

3. Which municipality do you live in?

4. What is your age group?

- O Under 18
- 18-29
- 30-39
- 0 40-49
- 50-59
- 60-69
- 070+

5. Do you rent or own your home?

- \bigcirc Own a single-family house
- \bigcirc Own a condo or attached housing unit
- Rent a single-family house
- Rent an apartment in a duplex or triplex
- Rent an apartment in multifamily housing (4+ apartments)
- Other (please specify)

Southwest Michigan Materials Management Public Survey

Food Waste

7. Thinking back over the last month, what types of foods most often end up in your garbage at home?

Meal leftovers from home
Fresh produce
Meal leftovers from restaurants
Meat
Milk
Shelf-stable items
Cheese or yogurt
Milk Alternatives
Other (please specify)

8. Which of the following reasons contribute to food waste in your household? (*Select all that apply*)

Expired food

Cooking too much

Impulse buying

- Not planning meals before grocery shopping
- Unfamiliarity with effective food storage methods

9. Which of the following would motivate you to reduce food waste? (Select all that apply)

Reducing amount of money spent

Concern about the environment

Supporting local food banks

Reducing landfill waste

Reducing waste in all aspects

10. Select your level of agreeance.

	Strongly Disagree	Disagree	Neither Agree or Disagree	Agree	Strongly Agree
Food waste has a negative impact on the environment	\bigcirc	\bigcirc	\bigcirc	\bigcirc	\bigcirc
Food waste costs me money	\bigcirc	\bigcirc	\bigcirc	\bigcirc	\bigcirc
I already take steps to reduce food waste	\bigcirc	\bigcirc	\bigcirc	\bigcirc	\bigcirc
I am willing to change my behavior to reduce food waste	\bigcirc	\bigcirc	\bigcirc	\bigcirc	\bigcirc
I think about food waste when I eat out	\bigcirc	\bigcirc	\bigcirc	\bigcirc	\bigcirc
I think about food waste when I am grocery shopping	\bigcirc	\bigcirc	\bigcirc	\bigcirc	\bigcirc

11. Does your household currently compost food scraps or yard clippings?

- \bigcirc Yes, on my property
- Yes, yard waste is dropped off/picked up by the municipality
- No, but I'm interested
- \bigcirc No, not interested
- Other (please specify)

12. Additional Food Waste Comments

Southwest Michigan Materials Management Public Survey

Recycling

13. Does your household recycle?

- O Yes
- 🔿 No

14. How often do you recycle?

- Always
- Almost Always
- \bigcirc When it is convenient
- Almost Never
- O Never

15. Do you currently have curbside recycling at your home?

- O Yes
- 🔿 No

16. Do you know what items are recyclable in your area?

- O Yes
- 🔿 No
- Not sure

17. Which of the following items do you recycle regularly? (Select all that apply)

Plastic bottles
Aluminum cans
Glass bottles
Paper
Cardboard
Magazines and junk mail

Newspaper

18. Select your level of agreeance

	Strongly Disagree	Disagree	Neither Agree or Disagree	Agree	Strongly Agree
Recyclables actually get recycled	\bigcirc	\bigcirc	\bigcirc	\bigcirc	\bigcirc
Recycling is good for the environment	\bigcirc	\bigcirc	\bigcirc	\bigcirc	\bigcirc
Recycling reduces reliance on natural resources	\bigcirc	\bigcirc	\bigcirc	\bigcirc	\bigcirc
Recycling is good for the economy	\bigcirc	\bigcirc	\bigcirc	\bigcirc	\bigcirc
Recycling keeps materials out of the landfill	\bigcirc	\bigcirc	\bigcirc	\bigcirc	\bigcirc
Recyclables provide economic benefits as valuable commodites	\bigcirc	\bigcirc	\bigcirc	\bigcirc	\bigcirc

19. I would be willing to pay any of the following monthly fee for curbside recycling collection:

Not willing to pay
\$ 1-4
\$5-10
\$11-15
\$16+

20. Additional Recycling Comments

Southwest Michigan Materials Management Public Survey

Other Waste Diversion Methods

21. Have you ever participated in or heard of your county's waste collection events for household hazardous waste, tires, batteries, etc.?

 \bigcirc Yes, I have heard about the events.

- \bigcirc Yes, I have participated in the events
- 🔿 No

Van Buren County Collection Events Berrien County Collection Events 22. Which of the following household hazardous waste items are present in your home? (*Select all that apply*).

Batteries
Fertilizer
Pesticides
Propane tanks
Personal products (soaps, shampoo, cosmetics, etc.)
Automotive fluids (antifreeze, motor oil, etc.)
Paint products
Cooking Oil
Vinegar
Fluorescent tubes and bulbs
Electronic waste (cell phones, computers, microwaves, TVs)
Household cleaning supplies
23. How do you currently dispose of electronics?
Drop off at local electronics store (i.e. Best Buy, etc.)
Take to my county's collection events
Throw in trash
Hold onto them
Other (please specify)

24. Which of the following new materials management programs would you support?

Pay as you throw program. (Residents pay for trash by weight).

Local business incentives for reducing packaging waste

Recycling requirement for public school districts

Support for repair and reuse centers (i.e. fix-it clinics, swap events)

Apartment recycling programs

Community food waste drop-off at strategic locations

Expansion of residential recycling access (curbside, drop-off)

City/Village/Township wide food scrap recycling initiatives

25. What is the best way for you to receive information about waste diversion?

- ◯ Social media
- C Local Government website
- Community events or workshops
- O Printed materials (flyers, mailers)
- \bigcirc School programs
- Other (please specify)

26. Additional Comments