



Jackson County Materials Management Planning Committee

Wednesday, May 14, 2025 / 9:00 AM

Jackson County Tower Building / 5th Floor / 120 W. Michigan Ave., Jackson, MI 49201

MEETING AGENDA

1. Call to Order
2. Introductions and Disclosure of Conflict of Interest
3. Public Comment
4. Approval of Agenda – **ACTION**
5. Approval of April 9, 2025 Meeting Minutes (see enclosure) – **ACTION**
6. Develop Work Program for Jackson County MMP (see enclosure) – **DISCUSSION**
7. Replacement of Members and Meeting Times – **DISCUSSION**
8. Other Business
9. Public Comment
10. Adjournment



Jackson County Materials Management Planning Committee

MINUTES

Jackson County Tower Building
120 W. Michigan Ave. – 5th Floor
Jackson, MI 49201

Wednesday, April 9, 2025

Members Present: Tony Bair
Kurtis Commet
Christy Davis
Jim Grant (Vice-Chair)
Jacob Hurt
Shelda Messner
Steve Noble (Chair)
James Shotwell
Charles Woodburn

Members Absent: Andrew Grimes
Jane Myers
Patrick O'Dowd
Betty Trimper

Others Present: Vimala Anishetty, Fishbeck
Brett Gatz, R2PC
Katie Miller, R2PC

ITEM 1 CALL TO ORDER

Chair Noble called the meeting to order at 9:00 a.m.

ITEM 2 INTRODUCTIONS AND DISCLOSURE OF CONFLICT ON INTEREST

Introductions were made by the committee. No members disclosed a conflict of interest.

ITEM 3 PUBLIC COMMENT

No public comments were received.

ITEM 4 **APPROVAL OF AGENDA**

A motion was made by Mr. Grant, supported by Mr. Bair, to approve the April 9, 2025 meeting agenda. The motion carried unanimously.

ITEM 5 **APPROVAL OF FEBRUARY 12, 2025 MEETING MINUTES**

A motion was made by Mr. Bair, supported by Ms. Messner, to approve the March 19, 2025 meeting minutes. The motion carried unanimously.

ITEM 6 **APPROVAL OF JACKSON COUNTY MMP PRIORITIES**

The committee reviewed the Priorities for the Jackson County MMPC. Revisions had been made to the Priorities based on suggestions from the previous meeting. A motion was made by Mr. Bair, supported by Mr. Shotwell, to approve the MMP Priorities. The motion carried unanimously.

ITEM 7 **APPROVAL OF DRAFT MMPC BYLAWS**

The draft MMPC Bylaws were presented to the committee. Revisions had been made to the Bylaws based on suggestions from the previous meeting. A motion was made by Mr. Grant, supported by Mr. Bair, to approve the draft MMPC Bylaws. The motion carried unanimously.

ITEM 8 **DEVELOP WORK PROGRAM FOR JACKSON COUNTY MMP**

The committee reviewed the draft Work Plan for the Jackson County MMP. Revisions had been made to the work plan based on suggestions from the previous meeting. Mr. Gatz present a draft budget for the MMP that is included in the budget. More feedback was given on revisions that should be made to the work plan. A revised work plan and budget will be presented at the next meeting which the committee will look to adopt.

ITEM 9 **OTHER BUSINESS**

No other business was presented.

ITEM 10 **PUBLIC COMMENT**

No public comments were received.

ITEM 11 **ADJOURNMENT**

There being no further business, a motion was made by Chair Noble, supported by Mr. Bair, to adjourn the meeting at 10:06 a.m. The motion carried unanimously.

Brett Gatz, Recording Secretary
Region 2 Planning Commission

Jackson County Materials Management Plan 2025 Work Plan

I. County Information

County Name: Jackson County

County Approval Agency Name: Jackson County Board of Commissioners

County Approval Agency Contact:

County Approval Agency Email:

II. Contact Information for MMP Grant Manager

Contact Name:

Contact Title:

Email Address:

Phone Number:

III. Designated Planning Agency

Designated Planning Agency Name: Region 2 Planning Commission

Contact Name: Brett Gatz

Contact Title: Planner

Email Address: bgatz@mijackson.org

Phone Number: (517) 768-6706

Work Program was approved by the Jackson County Materials Management Planning Committee on _____, 2025

**Jackson County Materials Management Plan
Work Plan**

**MATERIALS MANAGEMENT PLANNING COMMITTEE
5 Year Terms**

Members	Seat	Date of Appointment	Term Expiration
Jim Grant 16980 Wood Road Lansing, MI 48909 517-648-2894 Jim.grant@MMManagement.net	Solid waste disposal facility operator	10/2024	10/2029
Shelda Messner 5335 Hague Ave Jackson, MI 49203 517-745-5109 shelda@emmonsservice.com	Representative of haulers	10/2024	10/2029
Betty Trimper 19200 W Eight Mile Southfield, MI 48075 248-521-9060 btrimper@wm.com	Materials recovery facility operator	11/2024	11/2029
Charles Woodburn 11767 Tadadaho Ln Onondaga, MI 49264 517-420-1056 chwoodb@outlook.com	Township Supervisor	12/2024	12/2029
Steve Noble 4717 N Parma Rd Parma, MI 49269 517-531-4690 Steven.noble820@gmail.com	Waste diversion, reuse, or reduction facility operator	10/2024	10/2029
Jane Trevarrow Myers 119 Reiniche Road Horton, MI 49246 517-745-2748 kjcmyers@gmail.com	Environmental interest group	10/2024	10/2029

**Jackson County Materials Management Plan
Work Plan**

Steve Shotwell, Jr 6140 S Jackson Road Jackson, MI 49201 517-748-0253 jshotwell@mijackson.org	County elected official	10/2024	10/2029
Andrew Grimes 9511 Kinch Rd Jackson, MI 49201 517-206-8415 supervisor@henriettatownshipmi.gov	Township elected official	12/2024	12/2029
Christy Davis 612 Fourth St Jackson, MI 49203-1693 517-740-6111 cdavis@cityofjackson.org	City or village elected official	12/2024	12/2029
Kurtis Commet 216 6th St Michigan Center, MI 49254 517-291-4336 tacticaltrashout@gmail.com	Representative of small haulers	11/2024	11/2029
Jacob Hurt 120 W Michigan Ave Jackson, MI 49201 517-513-9858 jhurt@mijackson.org	Region 2 Planning commission member	12/2024	12/2029
Patrick O'Dowd 5322 Renfrew Dr. Jackson, MI 49201 517-936-8329 eo@hbajmi.com	Member at large	12/2024	12/2029
Tony Bair 517-581-4259 tbair@mijackson.org	Member at large	02/2025	02/2030

Note: Initial planning committee members shall be appointed for 5-year terms. Their immediate successors (*2029 appointments*) shall be appointed for 2-, 3-, 4-, or 5-year terms such that, as nearly as possible, the same number are appointed for each term length. Subsequently, members shall be appointed for terms of 5 years. A member may be reappointed.

Jackson County Materials Management Plan Work Plan

Section 1: Timetable & Milestone Schedule

MMPC Work Plan						
Task	Timetable	2025				Responsible Party
		Q1	Q2	Q3	Q4	
1.0	Administrative					
1.1	MMPC Bylaws	X				
1.2	Grant Funding	X				
1.3	Work Plan	X				
1.4	Staffing	X				
1.5	Consultants	X				
2.0	Baseline Assessment & Gap Analysis					
2.1	History of Solid Waste Management in Jackson County	X				
2.2	2024 Economic Impact Potential and Characterization of MSW in Michigan	X				
2.3	2016 Jackson County Solid Waste Plan	X				
2.4	Overview of Jackson County DPW Facilities		X			
2.5	Flow of Jackson County Generated Solid Waste		X			
2.6	Residential Recycling in Jackson County - Access Map		X			
2.6	Residential Recycling - What is Recycled in Jackson County		X			
2.6	Multifamily Recycling in Jackson County		X			
2.6	Residential Recycling in Jackson County - Processing		X			
2.7	Inventory of Recycling Facilities Located In Jackson County			X		
2.7	Inventory of Recycling Facilities Located near Jackson County			X		
2.8	Local Ordinances and Policies			X		
2.8	Jackson County Solid Waste Management Ordinance			X		
3.0	Community Engagement					
3.1	Facilitated Community Work Groups				X	
3.2	Community Survey				X	
4.0	Program & Policy Recommendations for MMP Drafting in 2026					
4.1	Jackson County				X	
4.2	Private Sector				X	
4.3	Municipal				X	

X = Task Completed
X = Task Incomplete

Jackson County Materials Management Plan Work Plan

Section 2: Public Participation

Please describe public participation efforts in Year 1, including a general schedule of public meetings, hearings, and other activities. Please refer to [R 299.4706](#) for details.

- Prepare Notice of Draft Plan Review and Public Hearing
- 60-Day Required Public Comment Period
- Hold Public Hearing

Section 3: Costs

Please provide costs of the individual elements and the total cost of plan preparation in Year 1. Use of the [Approved Budget Form with Narrative](#) is recommended. Please use “N/A” or “None” to indicate there are no costs associated with a given budget category.

Section 4: Staffing

MMPC Staffing FY2025		
Position	Cost	Task/Purpose
DPA Representative – R2PC	\$31,200	Meeting preparation Presentations QA/QC of MMP process and plan preparation Policy & ordinance guidance, Meeting Facilitation, Research Community Engagement, Project Management, Budget Control and Grant Reimbursement Documentation
R2PC Staff Support	\$11,700	Agenda/meeting preparation Meeting minutes Schedule Clerical Support
Professional Development	\$4,000	Staff Development and Networking
Meeting Per Diems	\$500	MMPC Member Reimbursement
Mileage	\$840	Staff Travel Activity Reimbursement
Consultant - Fishbeck	\$67,974	MMP Document Drafting, Community Engagement, Data Collection
Total Direct Costs	\$115,214	
Total Indirect Costs	\$18,786	13.98%
Total FY2025 Expenses	\$135,000	