



# HEARTLAND MATERIALS MANAGEMENT PLANNING WORK PROGRAM

Approved by the:

Heartland Materials Management Planning  
Committee on June 20, 2025

# HEARTLAND

## MATERIALS MANAGEMENT PLANNING COMMITTEE MEMBERS

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### REGIONAL PLANNING AGENCY

**Steve Stoddard**

Environmental Health Director, Midland County Public Health, Midland County

### COUNTY ELECTED OFFICIAL

**Lori Phelps**

DPA/Administrator, Clare County

**Sheila Barnaby**

DPA/Deputy Administrator, Gratiot County

**Melanie Thume**

DPA/Deputy Administrator, Gladwin County

**Tami O'Donnell**

County Commissioner, Gladwin County

**Scott Stieg**

County Commissioner, Osceola County

**Chris Zimmerman**

County Commissioner, Mecosta County

**Craig Scott**

County Commissioner, Ogemaw County

### TOWNSHIP ELECTED OFFICIAL

**Tim Ladd**

Township Supervisor, Osceola Township, Osceola County

**Frank Engler**

Elected Official, Deerfield Township, Isabella County

### CITY OR VILLAGE ELECTED OFFICIAL

**Michelle Pitts**

City Commissioner, City of Alma, Gratiot County

### ENVIRONMENTAL INTEREST GROUP

**Annette Coles**

Building and Zoning Director, Mecosta County Building and Zoning, Mecosta County

**Ladean Anderson**

Administration Manager, Gratiot Conservation District, Gratiot County

### MATERIAL RECOVERY FACILITY OPERATOR

**Charity Sweet**

Operations Supervisor, Material Recovery Facility, Isabella County

## **COMPOST FACILITY/ANAEROBIC DIGESTER**

### **Brad Morgan**

President, Morgan Composting Inc., Osceola County

### **Jason Moore**

DPW Director, City of Mount Pleasant, Isabella County

## **BUSINESS GENERATING MANAGED MATERIAL**

### **Bernard McBride**

Sustainability Engineer, Saint Gobain Performance Plastics, Gladwin County

### **Joel Hofman**

Director of Operations, Granger Waste Services

## **WASTE DIVERSION/REUSE OR REDUCTION**

### **Paul Griffith**

Board Member, Mecosta Recycles, Mecosta County

## **WASTE HAULER**

### **Rick Fancon**

General Manager, GFL Waste Services, Clare County

## **SOLID WASTE DISPOSAL FACILITY OPERATOR**

### **Scott O'Laughlin**

Landfill Superintendent, City of Midland, Midland County

### **Keith Hayes**

Operations Manager, Waste Management Northern Oaks Landfill, Clare County

## **COUNTY APPROVAL AGENCY'S**

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Board of Commissioners for Clare, Gladwin, Gratiot, Isabella, Mecosta, Midland, Ogemaw and Osceola Counties

## **DESIGNATED REGIONAL PLANNING AGENCY**

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### **Isabella County Material Recovery Facility**

Designated Regional Planning Agency: Jake Borton ICMRF Director and Charity Sweet Operations Supervisor

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## BACKGROUND

Located in Central part of Lower Michigan, the Heartland Material Management Planning Committee is made up of Eight Counties. These Eight Counties are working in collaboration on a better, more sustainable plan for the future. On January 8, 2024 the State of Michigan Department of Environment, Great Lakes, and Energy (EGLE) initiated the process for each county to change from their current Solid Waste Plans and move towards implementing a Material Management Plan, under legislation changes to Michigan Public Act 451, Part 115, which became effective March 29, 2023. The following is a work plan that complies with the Act and may be amended as needed.

## Materials Management Plan 5-Year Projected Budget

Date Prepared: 2/14/2025

Project Name: Heartland Materials Management Plan

Planning Area: Clare, Gladwin, Gratiot, Isabella, Mecosta, Midland, Ogemaw and Osceola Counties of Michigan

PROJECTED REVENUES - MMP EGLE Grant						
County	2024 (Actual)	2025 (Projected)	2026 (Projected)	2027 (Projected)	2028 (Projected)	Total 5-year Revenues:
Clare	\$0	\$85,428	\$85,428	\$85,428	\$70,000	\$326,284
Gladwin	\$0	\$82,693	\$82,693	\$82,693	\$70,000	\$318,079
Gratiot	\$0	\$90,880.50	\$90,880.50	\$90,880.50	\$70,000	\$342,642
Isabella	\$0	\$102,197	\$102,197	\$102,197	\$70,000	\$376,591
Mecosta	\$0	\$89,857	\$89,857	\$89,857	\$70,000	\$339,571
Midland	\$0	\$111,747	\$111,747	\$111,747	\$70,000	\$405,241
Ogemaw	\$0	\$80,385	\$80,385	\$80,385	\$70,000	\$311,155
Osceola	\$0	\$81,445.50	\$81,445.50	\$81,445.50	\$70,000	\$314,337
Total Revenues:	\$0	\$724,633	\$724,633	\$724,633	\$560,000	\$3,073,470

## Materials Management Plan 1-Year Projected Expenditures

<b>Isabella County - Projected Expenditures</b>			
<b>Description:</b>	<b>Funding Source:</b>	<b>Projected Amount:</b>	<b>Actual Amount:</b>
Travel time, Mileage, Meals	Isabella County (MRF)	\$2,000	\$1,175
Training & Education	MMP EGLE Grant	\$7,325	\$7,325
Meetings, Meeting prep, worksheets/data entry	Isabella County (MRF)	\$2,000	\$1,175
Contractual Services	MMP EGLE Grant	\$10,000	\$0.00
Office Supplies	Isabella County (MRF)	\$2,000	\$1,200
Education /Grant Writing & Reporting Coordinator (Salary & Fringe)	MMP EGLE Grant	\$81,187.41	\$33,864.75
Operations Supervisor/Regional DPA (Salary & Fringe)	MMP EGLE Grant and Isabella County (MRF)	\$87,366.76	\$37,605.72
<b>Total 1-Year Projected Expenditures:</b>		<b>\$191,879</b>	<b>\$82,345.47</b>

<b>Ogemaw County - Projected Expenditures</b>			
<b>Description:</b>	<b>Funding Source:</b>	<b>Projected Amount:</b>	<b>Actual Amount:</b>
Travel time, Mileage, Meals	MMP EGLE Grant	1,000.00	111.00
Meetings, Training & Education	MMP EGLE Grant	2,000.00	540.80
Meeting prep, worksheets/data entry, work plan	MMP EGLE Grant	7,000.00	135.20
Contractual Services	MMP EGLE Grant	70,135.00	-
Office Supplies	MMP EGLE Grant	250.00	-
<b>Total 1-Year Projected Expenditures:</b>		<b>80,385.00</b>	<b>787.00</b>

<b>Osceola County - Expenditures</b>			
<b>Description:</b>	<b>Funding Source:</b>	<b>Projected Amount:</b>	<b>Actual Amount:</b>
Travel time, Mileage, Meals	MMP EGLE Grant	2800	894
Meetings, Training & Education	MMP EGLE Grant	2500	376
Meeting prep, worksheets/data entry, work plan	MMP EGLE Grant	4800	1177
Contractual Services	MMP EGLE Grant	\$70,000	0
Office Supplies	MMP EGLE Grant	\$100.00	25
<b>Total 1-Year Projected Expenditures:</b>		80200	2472

<b>Clare County - Projected Expenditures</b>			
<b>Description:</b>	<b>Funding Source:</b>	<b>Projected Amount:</b>	<b>Actual Amount:</b>
DPA Salary/Fringe	MMP EGLE Grant	\$12,255.36	\$9,541.76
Contractual Services	MMP EGLE Grant	\$50,000.00	\$-
Office Supplies/Educational Supplies	MMP EGLE Grant	\$13,500.00	\$120.00
Training and Education	MMP EGLE Grant	\$2,500.00	
Mileage, Meals	MMP EGLE Grant	\$1,744.64	\$832.00
<b>Total 1-Year Projected Expenditures:</b>		\$80,000.00	\$10,493.76

### Gratiot County - Projected Expenditures

Description:	Funding Source:	Projected Amount:	Actual Amount:
Travel time, Mileage, Meals	MMP EGLE Grant	\$3,000.00	\$1,449.24
Meetings, Training & Education	MMP EGLE Grant	\$11,000.00	\$1,584.42
Meeting prep, worksheets/data entry, work plan	MMP EGLE Grant	\$5,000.00	\$1,896.22
Contractual Services	MMP EGLE Grant	\$70,000.00	\$160.00
Office Supplies	MMP EGLE Grant	\$2,000.00	\$42.45
<b>Total 1-Year Projected Expenditures:</b>		<b>\$91,000.00</b>	<b>\$5,132.32</b>

### Mecosta County - Projected Expenditures

Description:	Funding Source:	Projected Amount:	Actual Amount:
Director of Building & Zoning/County DPA: Wages/fringes for time spent on MMP activities	MMP EGLE Grant and Mecosta County PC Budget	\$91,363	\$10,000
Building & Zoning staff members: Wages/fringes for time spent on MMP activities	MMP EGLE Grant and Mecosta County PC Budget	\$2,000	\$1,000
County Commissioner, MMP EO: Meeting per diems and associated fringes	MMP EGLE Grant	\$600	\$600
Mecosta Co. MMP Committee Members: Meeting per diems	MMP EGLE Grant	\$1,000	\$1,000
Plan development	MMP EGLE Grant	\$60,000	\$60,000
Zoom Subscription for meeting virtually	MMP EGLE Grant	\$160	\$160
Website development/updates	MMP EGLE Grant	\$1,200	\$1,200
Supplies/materials used in development of the Plan and education materials	MMP EGLE Grant	\$600	\$600
Training and education expenses: Conferences/trainings, costs associated with providing education to the public	MMP EGLE Grant	\$12,297	\$12,297
Public notices	MMP EGLE Grant	\$1,000	\$1,000
Mileage, meals, parking, etc. for Committee meetings, trainings, etc.	MMP EGLE Grant and Mecosta County PC Budget	\$2,500	\$2,000
<b>Total 1-Year Projected Expenditures:</b>		<b>\$172,720</b>	<b>\$89,857</b>

### Gladwin County - Projected Expenditures

Description:	Funding Source:	Projected Amount:	Actual Amount:
DPA Salary/Fringe	MMP EGLE Grant	\$15,000	\$4,561.26
Contractual Services	MMP EGLE Grant	\$40,000.00	
Office Supplies/Educational Supplies	MMP EGLE Grant	\$15,500	\$105.00
Training and Education	MMP EGLE Grant	\$2,500	
Grant Research	MMP EGLE Grant	\$5,000	
Mileage, Meals		\$2,000	\$575.00
<b>Total 1-Year Projected Expenditures:</b>		<b>\$80,000</b>	<b>\$5,241.26</b>

### Midland County - Projected Expenditures

Description:	Funding Source:	Projected Amount:	Actual Amount:
Mileage & Transportation Costs	MMP EGLE Grant	1,500.00	-
Training & Education	MMP EGLE Grant	1,500.00	-
Contractual Services	MMP EGLE Grant	70,000.00	-
Supplies	MMP EGLE Grant	1,647.00	-
Telephone	MMP EGLE Grant	100.00	-
Operations Supervisor (Salary & Fringe)	MMP EGLE Grant	20,000.00	5,410.42
Reporting & Financial Services (Salary & Fringe)	MMP EGLE Grant	2,000.00	-
Overhead Costs (County Serv, Space, and Indirect Cost)	MMP EGLE Grant	15,000.00	3,599.61
<b>Total 1-Year Projected Expenditures:</b>		<b>\$111,747.00</b>	<b>\$9,010.03</b>

# PROPOSED MILESTONE SCHEDULE

Task	Completion Date / Deadline	2024				2025				2026				2027				2028			
		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	Sep-24	X	X	X																	
Task 2: Materials Management Planning Committee	Jun-25		X	X	X	X	X														
Task 3: Materials Management Plan Request for Proposal	Sep-25						X	X													
Task 4: Plan Project Management	Dec-25							X	X												
Task 5: Materials Management Plan Draft Review	Mar-26								X	X											
Task 6: Stakeholder Engagement	Dec-26									X	X	X	X								
Task 7: Analysis and Opportunities Phase	Jun-27						X	X	X	X	X	X	X	X							
Task 8: Prepare Draft Materials Management Plan	Sep-27												X	X	X						
Task 9: Plan Adoption	Jun-28														X	X	X	X			
Task 10: Plan Implementation	Dec-28														X	X	X	X	X	X	X

## PLAN APPROVAL PROCESS TIMELINE PER COUNTY

<b>Isabella County</b>		
<b>Plan Approval Process:</b>	<b>Activity Details:</b>	<b>Date:</b>
Letter of Intent (LOI)	Sent to surrounding counties to participate in a regional MMP	1/5/2024
Interlocal Agreement (ILA)	Approved	7/16/2024
County Approval Agency (CAA)	Established	7/16/2024
Designated Planning Agency (DPA)	Established	7/16/2024
Regional DPA (RDPA)	Established	7/16/2024
Notice of Intent (NOI)	Submitted	8/30/2024
MMP By-Laws	Approved by the CAA	12/17/2024
Heartland MMPC	Assigned/Established	4/25/2025

<b>Gratiot County</b>		
<b>Plan Approval Process:</b>	<b>Activity Details:</b>	<b>Date:</b>
Letter of Intent (LOI)	Received letter from Isabella County to participate in a regional MMP	1/5/2024
Interlocal Agreement (ILA)	Approved	6/18/2024
County Approval Agency (CAA)	Established	6/18/2024
Designated Planning Agency (DPA)	Established	5/21/2024
Regional DPA (RDPA)	Established	7/16/2024
Notice of Intent (NOI)	Submitted	8/16/2024
MMP By-Laws	Approved by the CAA	2/18/2025
Heartland MMPC	Assigned/Established	4/25/2025

<b>Ogemaw County</b>		
<b>Plan Approval Process:</b>	<b>Activity Details:</b>	<b>Date:</b>
Letter of Intent (LOI)	Received letter from Isabella County to participate in a regional MMP	1/5/2024
Interlocal Agreement (ILA)	Approved	8/23/2024
County Approval Agency (CAA)	Established	7/16/2024
Designated Planning Agency (DPA)	Established	6/27/2024
Regional DPA (RDPA)	Established	7/16/2024
Notice of Intent (NOI)	Submitted	8/23/2024
MMP By-Laws	Approved by the CAA	1/23/2025
Heartland MMPC	Assigned/Established	4/25/2025

<b>Osceola County - Expenditures</b>		
<b>Plan Approval Process:</b>	<b>Activity Details:</b>	<b>Date:</b>
Letter of Intent (LOI)	Received letter from Isabella County to participate in a regional MMP	1/5/2024
Interlocal Agreement (ILA)	Approved	6/10/2024
County Approval Agency (CAA)	Established	6/18/2024
Designated Planning Agency (DPA)	Established	12/17/2024
Regional DPA (RDPA)	Established	7/16/2024
Notice of Intent (NOI)	Submitted	9/6/2024
MMP By-Laws	Approved by the CAA	12/17/2024
Heartland MMPC	Assigned/Established	4/25/2025

<b>Clare County</b>		
<b>Plan Approval Process:</b>	<b>Activity Details:</b>	<b>Date:</b>
Letter of Intent (LOI)	Received letter from Isabella County to participate in a regional MMP	1/5/2024
Interlocal Agreement (ILA)	Approved	8/21/2024
County Approval Agency (CAA)	Established	8/21/2024
Designated Planning Agency (DPA)	Established	8/21/2024
Regional DPA (RDPA)	Established	7/16/2024
Notice of Intent (NOI)	Submitted	8/30/2024
MMP By-Laws	Approved by the CAA	3/19/2025
Heartland MMPC	Assigned/Established	4/25/2025

<b>Mecosta County</b>		
<b>Plan Approval Process:</b>	<b>Activity Details:</b>	<b>Date:</b>
Letter of Intent (LOI)	Received letter from Isabella County to participate in a regional MMP	1/5/2024
Interlocal Agreement (ILA)	Approved	1/18/2024
County Approval Agency (CAA)	Established	3/21/2024
Designated Planning Agency (DPA)	Established	9/19/2024
Regional DPA (RDPA)	Established	7/16/2024
Notice of Intent (NOI)	Submitted	9/19/2024
MMP By-Laws	Approved by the CAA	12/5/2024
Heartland MMPC	Assigned/Established	4/25/2025

<b>Gladwin County</b>		
<b>Plan Approval Process:</b>	<b>Activity Details:</b>	<b>Date:</b>
Letter of Intent (LOI)	Received letter from Isabella County to participate in a regional MMP	1/5/2024
Interlocal Agreement (ILA)	Approved	7/9/2024
County Approval Agency (CAA)	Established	8/21/2024
Designated Planning Agency (DPA)	Established	8/21/2024
Regional DPA (RDPA)	Established	7/16/2024
Notice of Intent (NOI)	Submitted	8/27/2024
MMP By-Laws	Approved by the CAA	2/25/2025
Heartland MMPC	Assigned/Established	4/25/2025

<b>Midland County</b>		
<b>Plan Approval Process:</b>	<b>Activity Details:</b>	<b>Date:</b>
Letter of Intent (LOI)	Received letter from Isabella County to participate in a regional MMP	1/5/2024
Interlocal Agreement (ILA)	Approved	7/16/2024
County Approval Agency (CAA)	Established	5/7/2024
Designated Planning Agency (DPA)	Established	7/16/2024
Regional DPA (RDPA)	Established	7/16/2024
Notice of Intent (NOI)	Submitted	7/16/2024
MMP By-Laws	Approved by the HMMPC	6/20/2025
Heartland MMPC	Assigned/Established	4/25/2025

## GLOSSARY OF TERMS

As used in this Materials Management Work Plan:

- 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 each County's 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 administering and developing the MMP. Each County's DPA has been identified as: Jake Borton and Charity Sweet of Isabella County, Bridget Gransden of Midland County, Sheila Barnaby of Gratiot County, Tim Ladd of Osceola County, Tim Dolehanty of Ogemaw County, Melanie Thume of Gladwin County, Lori Phelps of Clare County, Annette Coles of Mecosta County.
- f. **Regional Designated Planning Agency (RDPA):** is the specific individual(s) of the RDPA designated by each County's CAA that shall serve as the primary government resource in the planning area for administering and developing the Regional MMP. The RDPA is Jake Borton, Director of the Isabella County Material Recovery Facility (ICMRF) and Charity Sweet, Operations Supervisor of the ICMRF.
- 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. **Heartland Materials Management Planning Committee (HMMPC):** is the committee with individuals representing the eight county multi-planning region.
- i. **Materials Management Plan (MMP):** is the plan that will replace each County's existing Solid Waste Management Plan after approval from EGLE.
- j. **Interlocal Agreement (ILA):** is a signed agreement with the eight county multi-planning region to work in collaboration on a new MMP.
- k. **Notice of Intent (NOI).**

[Agency] = Primary Responsible Party

## Task 1: Planning Process Initiation

### TASK 1.1: Plan Initiation [EGLE]

- a. Each County in the Heartland Material Management Planning Committee Group received notification on January 8, 2024 from the State of Michigan Department of Environment, Great Lakes, and Energy (EGLE), stating they needed to start working on Materials Management Plans (MMP's) to replace their Solid Waste Plans.

### TASK 1.2: Correspond with Adjacent Counties [Isabella, DPA]

- a. On January 5, 2024, Isabella County DPA's sent a Letter of Intent letter to all the surrounding counties. The letter was sent to gauge interest in signing an ILA to work in collaboration on a Multi-County MMP once the State releases notification to start working on plans.

### TASK 1.3: Interlocal Agreement [CAA]

- a. Each county in the Heartland MMPC Group signed an ILA to work together on a Multi-County MMP.

### TASK 1.4: Designate DPA & RDPA [CAA]

- a. The CAAs for each County designated their DPA and designated Isabella County as the RDPA.

### TASK 1.5: Submit Notice of Intent to EGLE [DPA, CAA]

- a. Each County's DPA worked in correspondence with their CAA to submit NOI.

### TASK 1.6: HMMPC Bylaws [DPA, CAA]

- a. Bylaws approved by each County's CAA.

## Task 2: Materials Management Planning Committee

### TASK 2.1: Identify Candidates for MMPC [DPA, RDPA]

- a. DPA's created an application for individuals applying for a position on the HMMPC.

### TASK 2.2: Appoint HMMPC Members [CAA]

- a. Each county's DPA presented the applicants to their CAA for approval.
- b. At a regular meeting on April 25, 2025, HMMPC members were identified, committee was formed.

**TASK 2.3: HMMPC Administrative Staff** [HMMPC]

- a. HMMPC designated Chairperson at the April 25, 2025 meeting.
- b. HMMPC designated Vice Chairperson and Secretary at the June 20, 2025 meeting.

**TASK 2.4: HMMPC Work Program** [RDPA]

- a. RDPA prepared draft HMMPC Work Program.
- b. RDPA distributed a copy of draft HMMPC Work Program to HMMPC.

**TASK 2.5: HMMPC Bylaws Adopted** [RDPA, HMMPC]

- a. HMMPC adopted Bylaws at the June 20, 2025 regular meeting.

**TASK 2.6: HMMPC Approves Work Program** [RDPA, HMMPC]

- a. RDPA presented the draft work program to HMMPC for review.
- b. HMMPC approved the work program at the June 20, 2025 regular meeting.

**TASK 2.7: RDPA Submits Work Program to EGLE** [RDPA]

- a. Work Program submitted to EGLE after June 20, 2025 regular meeting.

**Task 3: Materials Management Plan Request for Proposal**

**TASK 3.1: Prepare Request for Proposal (RFP)** [RDPA]

**TASK 3.2: Internal and HMMPC draft RFP Review and Approval** [HMMPC, RDPA]

**TASK 3.3: Issue Request for Proposal on MITN/Bid net** [RDPA]

**TASK 3.4: Hold Pre-Bid Meeting** [RDPA]

**TASK 3.5: RDPA Responds to Questions via MITN/Bid net** [RDPA]

**TASK 3.6: Proposals Due via MITN/Bid net** [RDPA]

**TASK 3.7: HMMPC Scores Proposals** [HMMPC]

**TASK 3.8: Consulting Firm/Team Final Selection Interviews** [RDPA, HMMPC]

**TASK 3.9: Notice of Award to Consulting Firm/Team** [RDPA]

**Task 4: Plan Project Management**

**TASK 4.1: Hold Project Kick-Off Meeting** [Consultant Team]

**TASK 4.2: Hold Regular Progress Meetings** [Consultant Team]

**TASK 4.3: Prepare a Project Management Plan** [Consultant Team]

**TASK 4.4: Prepare a Public Engagement Plan** [Consultant Team]

**Task 5: Materials Management Plan Draft Review**

**TASK 5.1: Review Draft MMP** [Consultant Team, RDPA, HMMPC]

**TASK 5.2: Summarize Findings** [Consultant Team, RDPA, HMMPC]

## Task 6: Stakeholder Engagement

- TASK 6.1: Prepare Online Survey, Focus Group Meetings, Meetings, etc. [Consultant Team]
- TASK 6.2: CVT Staff, Elected Officials, MMPC, BOC, Health Department [Consultant Team]
- TASK 6.3: Adjacent Counties & SEMCOG [Consultant Team]
- TASK 6.4: Waste Haulers [Consultant Team]
- TASK 6.5: Facility Operators, MRF, etc. [Consultant Team]
- TASK 6.6: Metal Waste [Consultant Team]
- TASK 6.7: Electronic Waste [Consultant Team]
- TASK 6.8: Household Hazardous Waste [Consultant Team]
- TASK 6.9: Yard Waste [Consultant Team]
- TASK 6.10: Food Waste [Consultant Team]
- TASK 6.11: Packaging [Consultant Team]
- TASK 6.12: Businesses/Brokers [Consultant Team]
- TASK 6.13: Residents [Consultant Team]
- TASK 6.14: Other Products-Textiles, Wood, Rubber Products, etc. [Consultant Team]

## Task 7: Analysis and Opportunities Phase

- TASK 7.1: Best Management Practices Evaluation and Recommendations [Consultant Team]
- TASK 7.2: Supporting Policy and Funding Mechanisms Evaluation [Consultant Team]
- TASK 7.3: Draft Model Ordinances/Policies [Consultant Team]

## Task 8: Prepare Draft Materials Management Plan

- TASK 8.1: Prepare Draft Plan [Consultant Team]
- TASK 8.2: Goals and Objectives [Consultant Team]
- TASK 8.3: Action Plan [Consultant Team]
- TASK 8.4: Prepare Strategy to Implement Plan and How to Fund [Consultant Team]
- TASK 8.5: Prepare Strategy to Identify Responsible Parties to Implement Plan [Consultant Team]
- TASK 8.6: Identify Tasks and Timelines to Meet Plan Goals & Objectives [Consultant Team]
- TASK 8.7: Financial Strategies [Consultant Team]

## Task 9: Plan Adoption

- TASK 9.1: HMMPC Approves Draft MMP [HMMPC]
  - a. HMMPC reviews and approves the draft MMP for public review and comment for a minimum of 60 days.
- TASK 9.2: 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 9.3: 60-Day Required Public Comment Period** [DPA's]

- a. Share the MMP draft for public review and comment for a minimum of 60 days.

**TASK 9.4: Hold Public Hearing** [HMMPC]

- 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 9.5: Plan Revisions** [DPA's]

- a. After 60-day public comment period, DPA has 30 days to revise MMP (as needed) and send back to HMMPC for approval.

**TASK 9.6: Plan Adoption by CAA** [CAA]

- a. CAA Passes Resolution Adopting MMP.

**TASK 9.7: CVT Approval of MMP** [DPA's]

- 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 9.8: DPA Submits MMP to EGLE for Final Approval** [DPA's]

**Task 10: Plan Implementation**

**TASK 10.1: Work Toward Meeting Goals and Objectives** [DPA, HMMPC]

**TASK 10.2: New Program Development or Program Enhancement** [DPA, HMMPC]

**TASK 10.3: Funding** [DPA, HMMPC, Consultant Team]

**TASK 10.4: Education** [DPA, HMMPC, Consultant Team]

**TASK 10.5: Outreach** [DPA, HMMPC, Consultant Team]

**TASK 10.6: Data Collection, Updates/Maintenance** [RDPA, DPA's]

**TASK 10.7: Partnerships and Collaborations** [DPA/HMMPC]