

## AGENDA

Regular Meeting – Wednesday, January 10, 2024 – 9:30 a.m.

### [Berkley Parks and Recreation, 2400 Robina](#)

#### **Joint Meeting**

1. Meeting Called to Order
2. Roll Call, Recognition of Visitors and Public Comment
3. Approval of General Manager Employment Agreement
4. Personnel Policy Change – Administrative Staff Retiree Health Care and Parental Leave

#### **Regular Meeting**

1. Meeting Called to Order
2. A. Roll Call, Recognition of Visitors & Public Comment  
B. Public Comments
3. Approval of Agenda
4. Consent Agenda  
All items listed on the Consent Agenda are considered to be routine by the Board of Trustees, will be enacted by one motion and approved by a roll call vote. There will be no separate discussion of these items unless a Board Member or visitor so requests, in which event the item will be removed from the consent agenda and considered as the last item of business.
  - A. Approval of Minutes – Regular Meeting – December 13, 2023 and Special Meeting – December 19, 2023
  - B. Approval of Warrants – No. RA 853

- C. Information Reports
  - 1) Tonnage Analysis – December 2023
  - 2) Tonnage Percentages – December 2023
  - 3) Budget Analysis – December 2023
  - 4) Budget Analysis – July 2023 – December 2023
  - 5) Financial Status Summary – December 2023
  - 6) Compost Delivered to Members
  
- D. Scale Software Upgrade
  
- 5. Administrative Reports (No Board Action Requested)
  - A. Operations Update
  
  - B. Winter Yard Waste
  
  - C. Contractor Rates for 2024/25
  
  - D. SOCRRA Rate Projection 2024/25
  
  - E. Disaster Debris Management Plan Project
  
- 6. Future Business (Communication from Board Members)
  
- 7. Items for Decision (Board Action Requested)
  - A. Landfill Fence Installation
  
  
- 8. Adjournment

*Notice: The Southeastern Oakland County Resource Recovery Authority will provide necessary, reasonable auxiliary aids and services, such as signers, for the hearing impaired, or audiotapes of printed materials being considered at the meeting to individuals with disabilities. All such requests must be made at least five days prior to said meeting. Individuals with disabilities requiring auxiliary aids or services should contact the Southeastern Oakland County Resource Recovery Authority by writing or calling: General Manager's Office, 3910 W. Webster Road, Royal Oak, MI 48073; (248) 288-5150.*

January 4, 2024

Board of Trustees  
Southeastern Oakland County Water Authority  
SOCRRA

Subject: Approval of General Manager Employment Agreement

Board Members:

I am recommending that the Boards approve the attached General Manager Employment Agreement. The Agreement is consistent with the guidelines previously discussed with the Boards. The Agreement is also acceptable to both Mr. Griffin and Mr. Davis.

There are two outstanding items in the agreement. I am proposing a start date of February 12, 2024, which is acceptable to Mr. Griffin. Section 13 covers Cellular Telephone usage. The attached Agreement assumes that all of the SOCWA and SOCRRA computer applications can run on Mr. Griffin's existing cell phone. SOCWA/SOCRRA staff are currently testing that assumption. If this assumption is not correct, Mr. Griffin had indicated that he is willing to use an Apple phone provided by SOCWA and Section 13 will be revised appropriately.

Following approval of the Agreement by the Boards, SOCWA/SOCRRA staff, Mr. Davis and Ms. Newman will develop a detailed transition plan which will be reviewed at the February 14 Board meeting. I also anticipate working with Mr. Davis to develop a retainer type agreement for consulting services following my retirement. This agreement will be reviewed with the Boards at a future meeting.

I would like to thank the members of the Boards for their work in making this decision and in reaching this agreement. I would also like to thank Mr. Davis, Ms. Newman and Ms. Farris for all of the work that was required during this process.

I am recommending that the attached Agreement be unanimously approved by each Board.

Respectfully submitted,

Jeffrey A. McKeen, P.E.  
General Manager

Suggested resolution: "That the General Manager Employment Agreement be approved by the Board."

**GENERAL MANAGER**  
**AT WILL EMPLOYMENT AGREEMENT**

This General Manager At Will Employment Agreement dated this \_\_\_\_ day of \_\_\_\_\_, 2024, by and between the Southeastern Oakland County Water Authority, hereinafter referred to as "SOCWA," the Southeastern Oakland County Resource Recovery Authority, hereinafter referred to as "SOCRRA," and Eric Griffin, hereinafter referred to as "General Manager", and states the following:

**WHEREAS**, SOCWA and SOCRRA solicited candidates to apply, interview and potentially serve as the General Manager to SOCWA and SOCRRA; and

**WHEREAS**, Eric Griffin participated in the candidate review and interview process by submitting a response to the General Manager solicitation process; and

**WHEREAS**, SOCWA and SOCRRA, by Board actions, has selected Eric Griffin (“General Manager”) to be the General Manager consistent with the terms and provisions set forth herein in this At Will Employment Agreement.

**NOW, THEREFORE**, SOCWA, SOCRRA and Eric Griffin hereby agree as follows with adequate consideration acknowledged and accepted by all parties hereto.

**SECTION 1**

**AT WILL EMPLOYMENT**

SOCRRA, SOCWA and General Manager hereby agree that the employment relationship under the terms and provisions of this Agreement are at will for all purposes under the controlling and applicable laws. General Manager represents and warrants that all information disclosed to SOCWA and SOCRRA during the interview and candidate review is and remains true and accurate through the execution of this Agreement.

**SECTION 2**

**PERIOD OF EMPLOYMENT**

This Agreement shall be effective as of the \_\_\_\_ day of February, 2024 and shall continue for an indefinite period. This is an At Will Employment Agreement with no guarantee of any employment duration and no expectation of time period for employment.

### **SECTION 3**

#### **GENERAL MANAGER'S DUTIES**

During the period of employment with SOCRRA and SOCWA, the General Manager shall perform all duties required of the General Manager position as set forth in the job description for General Manager, attached hereto as Exhibit A and incorporated by reference herein, and such other performance plans as adopted, from time to time, by each of the Authorities' Boards.

### **SECTION 4**

#### **OTHER EMPLOYMENT**

The General Manager shall devote full-time attention, knowledge and skills to the interests of SOCRRA and SOCWA. The General Manager may, from time to time, teach, lecture, or make presentations that will not conflict or interfere with General Manager's work and duties to SOCRRA or SOCWA.

### **SECTION 5**

#### **HOURS OF WORK**

The parties hereto recognize that the position of General Manager requires that the General Manager, on occasion, is called upon to work weekends, evenings, and other irregular hours at locations other than SOCRRA's and SOCWA's administrative office and during hours that said office is not open for normal business hours. It is understood and agreed that the General Manager shall work whatever hours that may be necessary in order for the General Manager to fulfill the duties and responsibilities of the position, but in any event, not less than forty (40) hours per week in total. At all times, the best interests of SOCWA and SOCRRA shall be considered by the General Manager in setting the work schedule.

### **SECTION 6**

#### **GENERAL MANAGER'S SALARY**

The General Manager shall receive a salary at an annual rate of \$160,000.00 for the period commencing February \_\_\_\_, 2024, and that salary shall be payable in installments as per the pay plan generally applicable to other SOCWA Authority employees.

SOCWA will pay the salary and benefits for the General Manager during the term of his employment. SOCRRA agrees to reimburse SOCWA for Fifty Percent (50%) of the costs of the General Manager's salary, including regular and customary State, Federal and Local employment taxes. The General Manager shall not be eligible to receive any benefits from SOCRRA or SOCWA except as provided in this Agreement.

The SOCWA and SOCRRA Boards shall each review and evaluate the General Manager's performance, salary and benefits on an annual basis consistent with the then approved and in place system which may change from time to time. No modifications to the General Manager's salary or benefits shall be made by either SOCRRA or SOCWA without the majority vote of both Authorities except as follows:

- The General Manager's annual salary shall be increased by the annual pay adjustments each year, plus \$5,000.00 at the conclusion of the first full year of employment with no further action required by SOCWA or SOCRRA and another \$5,000.00 at the conclusion of the third full year of employment with no further action required by SOCWA or SOCRRA.

## **SECTION 7**

### **DEFERRED COMPENSATION**

SOCWA shall provide the General Manager with a §457 deferred income plan through MERS to which SOCWA will contribute 6.0% of gross salary paid annually, and SOCRRA shall reimburse SOCWA Fifty Percent (50%) of this contribution. The General Manager may contribute to said plan to the maximum amount permitted by the then controlling and applicable laws and regulations governing and applying to the plan.

## **SECTION 8**

### **LIFE INSURANCE**

At all times of employment under this Agreement and as otherwise permitted herein, SOCWA shall provide the General Manager with term life insurance and accidental death and dismemberment insurance policies during the term of employment each in the amount of \$175,000. SOCRRA shall reimburse SOCWA Fifty Percent (50%) of the expense for this insurance.

## **SECTION 9**

### **AUTOMOBILE ALLOWANCE**

At all times of employment under this Agreement and as otherwise permitted herein, the General Manager shall receive an automobile allowance of \$700 per month from SOCWA during the time he is actively working during the term of this Agreement. SOCRRA shall reimburse SOCWA Fifty Percent (50%) of this automobile allowance expense. This allowance shall be the total compensation to the General Manager for the use of his personal automobile in the course of SOCWA's and SOCRRA's business and shall be paid in lieu of mileage or any other method of

reimbursement. The General Manager shall use his vehicle for all SOCWA and SOCRRA business that he performs. The General Manager shall provide a proof of insurance to both Authorities and name SOCRRA and SOCWA as an additional insured on his automobile insurance policy.

## **SECTION 10**

### **OTHER BUSINESS EXPENSES**

SOCWA and SOCRRA shall reimburse the General Manager for all other reasonable employment related expenses, subject to the administrative policies concerning such expenses, as may be amended and otherwise. Such expenses may include, but are not limited to, the following: air travel, taxi and automobile rental, lodging, meals, memberships and subscriptions to the publications of the APWA, AWWA, SWANA, registration fees for training programs offered by such organizations subject to Board approval if outside of Michigan, and travel and incidental costs relating to attending such programs or conferences and meetings of such organizations. It is specifically understood that such activities are to be undertaken by the General Manager as may be authorized by SOCWA and/or SOCRRA, and shall be considered part of the General Manager's duties. The parties agree that should the General Manager incur business expenses solely for the benefit of, or attributable to one party, then that party shall bear the full cost of that expense. Otherwise, SOCWA and SOCRRA shall share equally in the cost.

## **SECTION 11**

### **VACATION LEAVE**

The General Manager will accrue vacation leave at the rate of twenty (20) days per year, which shall be available for use as of July 1 of each year. Absent formal action by the SOCWA and SOCRRA Boards, there shall be no carryover of earned vacation from one fiscal year to the next. For the 2023/24 fiscal year only, the General Manager will be provided with 12 vacation days and 2 personal days.

## **SECTION 12**

### **SICK LEAVE**

The General Manager shall accumulate sick leave pursuant to the plan for non-union SOCWA employees, subject to the maximum limits as provided therein, which may be modified from time to time during the course of this Agreement.

### **SECTION 13**

#### **CELLULAR TELEPHONE**

At all times of employment under this Agreement and as otherwise permitted herein, the General Manager shall receive a cellular telephone allowance of \$50 per month from SOCWA during the time he is actively working during the term of this Agreement. SOCRRA shall reimburse SOCWA Fifty Percent (50%) of this cellular telephone allowance expense. This allowance shall be the total compensation to the General Manager for the use of his personal cellular telephone in the course of SOCWA's and SOCRRA's business and shall be paid in lieu of providing a cellular telephone to the General Manager. The General Manager agrees to allow all SOCWA and SOCRRA applications to be placed on the cellular telephone and to follow all cellular telephone security recommendations as provided by SOCWA and SOCRRA.

### **SECTION 14**

#### **PUBLIC OFFICIAL LIABILITY INSURANCE**

At all times during employment under this Agreement, SOCWA and SOCRRA shall provide the General Manager with public official liability insurance.

### **SECTION 15**

#### **TERMINATION**

The General Manager is an at will employee. Any and all decisions regarding the termination of the General Manager's employment shall only be made after a majority vote of either the SOCWA or the SOCRRA Board. Termination by one Board shall be deemed a termination by the other Board. Nothing herein shall preclude the non-terminating Board from entering into negotiations with the General Manager for terms for employment by that Board going forward.

1. In the event the General Manager terminates this Agreement for any reason, General Manager shall give no less than thirty (30) days prior written notice to both SOCRRA and SOCWA and in said notice advise SOCRRA and SOCWA of the date of termination. If the General Manager terminates this Agreement, all rights of the General Manager to any compensation, benefits or severance pursuant to this Agreement shall cease as of the effective date of such termination.

2. If SOCRRA or SOCWA terminates this Agreement, the General Manager shall receive as severance the then current regular salary at the then current rate for a period of one-year and payable according to the regular terms as provided here. For a period of one (1) year following termination, the General Manager shall continue to receive health insurance benefits as described in this



contract. The General Manager shall also be compensated for all accrued sick leave and vacation time upon termination. Should the General Manager enter into an employment agreement with the non-terminating Board, any severance pay paid pursuant to this provision shall be reduced by 50%.

Notwithstanding the foregoing, all rights to compensation and benefits shall cease in full as of the effective date of termination if the General Manager is terminated by SOCRRA and SOCWA because of any of the following: fraud; material misrepresentation of fact; use of alcohol, drugs or any other intoxicant or controlled substance, in such a manner as to impair the General Manager's ability to perform all duties and responsibilities; a pattern of intentional misconduct or neglect or persistent failure to perform his duties or responsibilities; or conviction of a felony.

## **SECTION 16**

### **ELIGIBILITY FOR BENEFITS AFFORDED OTHER EMPLOYEES**

Except as otherwise provided in this Agreement, the General Manager shall receive the same benefits as provided to SOCWA's non-union employees hired after July 1, 2011 including: educational assistance, Municipal Retirement Fund Contributions, Group Medical Insurance Benefits, long-term disability insurance, holidays, personal days, all as are described in the Southeastern Oakland County Water Authority Salaried Employees Personnel Policies Manual, dated July 1, 2019, and which may be modified from time to time during the course of this Agreement. SOCRRA shall reimburse SOCWA Fifty Percent (50%) for these expenses.

## **SECTION 17**

### **ARBITRATION**

It is mutually agreed between the General Manager, SOCWA and SOCRRA that arbitration shall be the sole and exclusive remedy to address and resolve any grievance which includes, but is not limited to, any dispute, claim or controversy involving the interpretation of this Agreement, the terms, conditions or termination of this Agreement, and any and all disputes, claims or controversies arising as a result of the Employment of the General Manager by SOCWA and/or SOCRRA including claims under federal, state or local civil rights statutes such as Title VII of the Civil Rights Act of 1964, the Age Discrimination in Employment Act, the Americans with Disabilities Act, the Family and Medical Leave Act, the Elliott-Larsen Civil Rights Act and the Persons with Disabilities Civil Rights Act. It is the intention of the parties that the arbitration decision will be final and binding and that any and all grievances shall be disposed of as follows:

1. Any and all grievances must be submitted in writing by the aggrieved party within thirty (30) days from the date of termination of this Agreement;

2. Within thirty (30) days following the submission of the written grievance, the party to whom the grievance is submitted shall respond in writing, if no written response is submitted within thirty (30) days, the grievance shall be deemed denied;

3. If the grievance is denied, either party may, within thirty (30) days of such denial, refer the grievance to arbitration in Oakland County, Michigan. The arbitrator shall be chosen in accordance with the Voluntary Labor Arbitration Rules of the American Arbitration Association then in effect, and the expense of the arbitration shall be shared one-third (1/3) by each of the parties being SOCWA, SOCRRA and the General Manager.

4. Any grievance shall be deemed waived unless presented within the time limits specified above. The arbitrator shall not have jurisdiction or authority to change, add to or subtract from any of the provisions of this Agreement. The arbitrator's sole authority shall be to interpret or apply the provisions of this Agreement. The parties hereby acknowledge that since arbitration is the exclusive remedy with respect to any grievance hereunder, neither party has the right to resort to any federal, state or local court, or administrative agency concerning breaches of this Agreement and that the decision of the arbitrator shall be a complete defense to any suit, action or proceeding instituted in any federal, state or local court or before any administrative agency with respect to any dispute which is arbitrable as herein set forth. The arbitration provisions hereof shall, with respect to any grievance, survive the termination or expiration of this Agreement.

## **SECTION 18**

### **COMPLETE AGREEMENT**

This written Agreement embodies the whole agreement between the parties and there are no inducements, promises, terms, conditions or other obligations in this Agreement. Any amendments to this Agreement shall be in writing and executed by SOCWA, SOCRRA and the General Manager.

## **SECTION 19**

### **GOVERNING LAW**

This Agreement shall be construed and enforced in accordance with the laws of the State of Michigan. This Agreement shall be deemed to be mutually drafted.

## **SECTION 20**

### **SURVIVING PROVISIONS**

All provisions, which by their terms or by reasonable implication may be performed after termination of this Agreement, shall survive termination of this Agreement.

**SECTION 21**  
**REPRESENTATIONS AND WARRANTIES**

General Manager represents and warrants to SOCRRA and SOCWA that General Manager is free to enter into this Agreement and that he has no prior or other obligations or commitments of any kind to anyone that would in any way hinder or interfere with his acceptance of, or the full, uninhibited and faithful performance of, his employment under or the exercise of all best efforts as an employee of SOCWA and SOCRRA.

**SECTION 22**  
**WAIVERS**

The failure of either party hereto at any time or from time to time to require performance of any of the other party's obligations under this Agreement shall in no manner affect the right to enforce any provision of this Agreement at a subsequent time, and the waiver of any rights arising out of any breach shall not be construed as a waiver of any rights arising out of any subsequent breach.

**SECTION 23**  
**SURVIVAL**

If any of the provisions, terms or clauses of this Agreement are declared illegal, unenforceable or ineffective in a legal forum or by the operation of law, those provisions, terms and clauses shall be deemed severable and all other provisions, terms and clauses shall remain valid and binding.

**SECTION 24**  
**WARRANTIES**

The individuals signing this Agreement represent and warrant that they, and each of them, are duly authorized and empowered to act on behalf of and to sign for the parties for whom they have signed respectively.

**Signatures on following page**

**Witnesses:**

\_\_\_\_\_

\_\_\_\_\_

**SOCRRA**

By: \_\_\_\_\_

Dated: \_\_\_\_\_

By: \_\_\_\_\_

Dated: \_\_\_\_\_

**Witnesses:**

\_\_\_\_\_

\_\_\_\_\_

**SOCWA**

By: \_\_\_\_\_

Dated: \_\_\_\_\_

By: \_\_\_\_\_

Dated: \_\_\_\_\_

**Witnesses**

\_\_\_\_\_

\_\_\_\_\_

**GENERAL MANAGER**

By: \_\_\_\_\_

Dated: \_\_\_\_\_

January 4, 2024

Board of Trustees  
Southeastern Oakland County Water Authority  
SOCRRA

Subject: Personnel Policy Changes - Administrative Staff Retiree Health Care and Parental Leave

Board Members:

I am proposing to revise the Authorities' Personnel Policies to allow Medicare eligible employees to use their Health Care Savings Plan (HCSP) funds for reimbursement of Medicare premiums, to terminate the required 5% of salary contribution to the HCSP and to provide 80 hours of parental leave.

Under the Authorities' current Personnel Policies, administrative employees hired before July 1, 2011 are eligible for retirement health insurance, provided by the Authorities, and are required to contribute 5% of salary into a MERS Health Care Savings Plan (HCSP). Each employee has their own HCSP, which has been entirely funded by employee contributions. Each employee's HCSP is to be used to reimburse the retiree and their eligible spouse for health insurance premiums during retirement. Bob Jackovich and I are the only active employees that meet the eligibility requirements. Most salaried retirees have exhausted their HCSP funds and are now being provided health insurance through our Medicare eligible reimbursement program (6 retirees or eligible spouse) or through our Blue Cross plan (1 retiree). We have two Medicare eligible retirees that are able to use their HCSP funds for Medicare premiums and for any unreimbursed medical insurance expenses.

Employees hired after July 1, 2011 participate in a separate HCSP that is funded by a 2% of salary contribution by the employee and a 4% of salary contribution by the Authorities.

The salaried retiree health insurance program was instituted in the late 1990s as a means of reducing the Authorities OPEB liability before OPEB was instituted as a GASB rule. While it has proven to be effective in meeting this goal (the salaried OPEB plan was 186% funded as of June 30, 2023), the program now serves as an incentive for Bob Jackovich to retire. Bob has accumulated a very large amount of money in his HCSP, an amount that is significantly greater than will be required to provide retirement health insurance. Bob and his spouse will both turn 65 in 2024. As a result, under our current Personnel Policies, Bob will continue to contribute 5% of his salary to his overfunded HCSP, pay 6% of a higher Blue Cross premium and pay Medicare premiums. If Bob were to retire, the 5% of salary contribution to the HCSP and the 6% of Blue Cross premium payment would both stop and Bob could use his HCSP funds to pay his Medicare premiums.

Under the policy modification proposed above, both Bob and I would be allowed to use our HCSP funds to pay Medicare premiums and we would both receive a 5% increase in our take

home pay at no cost to the Authorities. The proposed changes would begin to reduce the assets used to offset our OPEB liability but since our salaried OPEB plan was 186% funded as of June 30, 2023, the plan will continue to be significantly overfunded.

Both SOCWA and SOCRRA added 80 hours of parental leave to the union contracts that became effective on July 1, 2024. I am proposing to add the same parental leave language, which provides for up to 80 hours of leave to be taken within two months of birth or adoption.

Respectfully submitted,

Jeffrey A. McKeen, P.E.  
General Manager

Suggested resolution: “That the Authorities Personnel Policies be revised to allow Medicare eligible employees to use their Health Care Savings Plan funds for reimbursement of Medicare premiums, to terminate the required 5% of salary contribution to the Health Care Savings Plan and to add 80 hours of parental leave.”

SOCRRA – Regular Meeting – December 13, 2023

Table of Contents

Meeting Opened – Adjourned into Closed Session – Meeting Called Back to Order –	13481
General Manager Contract Negotiation Strategy – Approved –	13482
Negotiate contract with Grant Gartrell pending successful background check – Approved –	13483
Chair Recognized Visitors –	13484
Agenda Approved as Submitted –	13485
<u>APPROVAL OF CONSENT AGENDA</u>	13486
November 8, 2023 – Regular Meeting Minutes – Approved –	
Warrant No. RA – 852 – Approved –	
Information Reports – Received and Filed –	
Easement for Madison Heights Property – Approved –	
Electrical Work – Glacier Robot Project – Approved –	
Contract for MRF Modifications – Approved –	
MRF Baler Reline – Approved –	
<u>ADMINISTRATIVE REPORTS</u>	
Operations Update – Received and Filed –	13487
Fall Leaf Season Operations – Received and Filed –	13488
Winter Yard Waste – Received and Filed –	13489
Disaster Debris Management Plan – Received and Filed –	13490
Public Act 202 Report – Received and Filed –	13491
Holiday Cardboard Rolloffs – Received and Filed –	13492
Contract Extension For Household Hazardous Waste Service – Approved –	13493
Rochester Hills Agreement – Approved –	13494
Adjourned –	13495

SOCRRA  
REGULAR MEETING MINUTES

Wednesday, December 13, 2023 – Southfield Parks and Recreation

The meeting was called to order at 9:31 a.m. by Mr. Kurt Bovensiep, Vice-Chair

<u>Present</u>	<u>Votes</u>	<u>Municipality</u>
Shawn Young	4	Berkley
Jeff Campbell	3	Beverly Hills
Jana Ecker	6	Birmingham
Trever Zablocki	3	Clawson
*James Jameson (Alternate)	5	Ferndale
Andy LeCureaux	3	Hazel Park
*Chris Wilson	2	Huntington Woods
Susie Stec (Alternate)	1	Lathrup Village
Dave DeCoster	5	Oak Park
Jim Breuckman	1	Pleasant Ridge
Aaron Filipski	14	Royal Oak
Kurt Bovensiep	<u>15</u>	Troy
 Total	 62	

<u>Absent</u>	<u>Votes</u>	<u>Municipality</u>
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Mr. C. Wilson, representative for Huntington Woods, arrived at 9:31 a.m.

Mr. J. Jameson, representative for Ferndale, arrived at 9:33 a.m.

Also Present

Jeff McKeen, General Manager

Robert Jackovich, Operations Manager

Robert Davis, General Counsel via Zoom

Colette Farris, Organizational Development Manager

Scott Zielinski, Birmingham

A.J. Jensen, Southfield



Mr. K. Bovensiep, Vice-Chair called the meeting to order at 9:30 a.m.

-13481-

Motion by Mr. J. Breuckman, supported by Mr. A. Filipski:

That the Board convene in closed session at 9:31 a.m.

**ROLL CALL VOTE**

Yeas: Young, Campbell, Ecker, Zablocki, LeCureaux, Fortura, Stec, DeCoster,  
Breuckman, Filipski, Bovensiep (57 votes)  
Nays: None  
Absent: Jameson (5 votes)

**Motion carried.**

The meeting was called back to order by Mr. C. Wilson, Chair, at 10:01 a.m.

-13482-

Motion by Mr. K. Bovensiep, supported by Mr. A. LeCureaux:

That the Board approve the contract negotiation strategy discussed in closed session for the General Manager candidates.

**ROLL CALL VOTE**

Yeas: Young, Campbell, Ecker, Zablocki, Jameson, LeCureaux, Fortura, Stec,  
DeCoster, Breuckman, Filipski, Bovensiep (62 votes)  
Nays: None  
Absent: None

**Motion carried.**

-13483-

Motion by Mr. K. Bovensiep, supported by Mr. A. LeCureaux:

That Mr. Davis and Ms. Newman enter into contract negotiations with Grant Gartrell pending successful background check results, and that any exceptions to the parameters discussed by the Board be brought back to the Board for consideration.

**ROLL CALL VOTE**

Yeas: Young, Campbell, Ecker, Zablocki, Jameson, LeCureaux, Fortura, Stec,  
DeCoster, Breuckman, Filipski, Bovensiep (62 votes)  
Nays: None  
Absent: None

**Motion carried.**

-13484-

The Chair recognized visitors and called for public comment. There being no persons present who wished to be heard, the Chair closed the public comment segment.

-13485-

Motion by Mr. A. Filipski, supported by Ms. S. Stec:

That the Agenda be approved as submitted.

Yeas: Young, Campbell, Ecker, Zablocki, Jameson, LeCureaux, Fortura, Stec,  
DeCoster, Breuckman, Filipski, Bovensiep (62 votes)  
Nays: None  
Absent: None

**Motion carried.**

-13486-

**APPROVAL OF CONSENT AGENDA**

Motion by Ms. S. Stec, supported by Mr. A. LeCureaux:

That the Consent Agenda be approved.

**APPROVAL OF MEETING MINUTES**

That the minutes of the Regular Meeting of November 8, 2023 be approved as submitted.

**APPROVAL OF WARRANT – NO. RA-852**

That Warrant RA-852 in the amount of \$2,616,194.37 be approved and payments authorized.

**INFORMATION REPORTS**

That the monthly information reports be received and filed.

### **EASEMENT FOR MADISON HEIGHTS PROPERTY**

That the Board approves the Easement Agreement with Woodward Holding and authorizes the General Manager to execute the Easement Agreement.

### **ELECTRICAL WORK – GLACIER ROBOT PROJECT**

That the Board authorizes the General Manager to accept the quote from Rolly Electrical Service for \$3,890 for the electrical work required for the MRF robot project.

### **CONTRACT FOR MRF MODIFICATIONS**

That the Board award the MRF modification work to Speed Tech Equipment, Hudsonville, MI at a price of \$14,102.99.

### **MRF BALER RELINE**

That the Board authorize the purchase and installation of new baler liner parts from Machinex at a cost not to exceed \$110,000.

### **ROLL CALL VOTE**

Yeas: Young, Campbell, Ecker, Zablocki, Jameson, LeCureaux, Fortura, Stec,  
DeCoster, Breuckman, Filipski, Bovensiep (62 votes)

Nays: None

Absent: None

**Motion carried.**

-13487-

Motion by Mr. A. LeCureaux, supported by Mr. K. Bovensiep:

That the report on Operations Update be received and filed.

Yeas: Young, Campbell, Ecker, Zablocki, Jameson, LeCureaux, Fortura, Stec,  
DeCoster, Breuckman, Filipski, Bovensiep (62 votes)

Nays: None

Absent: None

**Motion carried.**

-13488-

Motion by Ms. S. Stec, supported by Mr. A. LeCureaux:

That the report on Fall Leaf Season Operations be received and filed.

Yeas: Young, Campbell, Ecker, Zablocki, Jameson, LeCureaux, Fortura, Stec,  
DeCoster, Breuckman, Filipski, Bovensiep (62 votes)

Nays: None

Absent: None

**Motion carried.**

-13489-

Motion by Ms. S. Stec, supported by Mr. A. LeCureaux:

That the report on Winter Yard Waste be received and filed.

Yeas: Young, Campbell, Ecker, Zablocki, Jameson, LeCureaux, Fortura, Stec,  
DeCoster, Breuckman, Filipski, Bovensiep (62 votes)

Nays: None

Absent: None

**Motion carried.**

-13490-

Motion by Mr. A. LeCureaux, supported by Mr. J. Breuckman:

That the report on Disaster Debris Management Plan Project be received and filed.

Yeas: Young, Campbell, Ecker, Zablocki, Jameson, LeCureaux, Fortura, Stec,  
DeCoster, Breuckman, Filipski, Bovensiep (62 votes)

Nays: None

Absent: None

**Motion carried.**

-13491-

Motion by Mr. A. LeCureaux, supported by Ms. J. Ecker:

That the PA 202 Report be received and filed.

Yeas: Young, Campbell, Ecker, Zablocki, Jameson, LeCureaux, Fortura, Stec,  
DeCoster, Breuckman, Filipski, Bovensiep (62 votes)

Nays: None

Absent: None

**Motion carried.**

-13492-

Motion by Mr. K. Bovensiep, supported by Mr. J. Campbell:

That the report on Holiday Cardboard Recycling be received and filed.

Yeas: Young, Campbell, Ecker, Zablocki, Jameson, LeCureaux, Fortura, Stec,  
DeCoster, Breuckman, Filipski, Bovensiep (62 votes)

Nays: None

Absent: None

**Motion carried.**

-13493-

Motion by Mr. J. Campbell, supported by Mr. A. LeCureaux:

That the contract for HHW handling and disposal with ERG Environmental Services be extended for one year to December 31, 2024 with revised pricing for select contract line items.

#### **ROLL CALL VOTE**

Yeas: Young, Campbell, Ecker, Zablocki, Jameson, LeCureaux, Fortura, Stec,  
DeCoster, Breuckman, Filipski, Bovensiep (62 votes)

Nays: None

Absent: None

**Motion carried.**

-13494-

Motion by Mr. A. LeCureaux, supported by Mr. A. Filipski:

That the Board approves the attached agreement to provide recycling services to Rochester Hills and that the General Manager is authorized to execute the agreement.

#### **ROLL CALL VOTE**

Yeas: Young, Campbell, Ecker, Zablocki, Jameson, LeCureaux, Fortura, Stec,  
DeCoster, Breuckman, Filipski, Bovensiep (62 votes)

Nays: None

Absent: None

**Motion carried.**

-13495-

Motion by Mr. A. LeCureaux, supported by Mr. A. Filipski:

That the meeting be adjourned.

Yeas: Young, Campbell, Ecker, Zablocki, Jameson, LeCureaux, Fortura, Stec,  
DeCoster, Breuckman, Filipski, Bovensiep (62 votes)

Nays: None

Absent: None

The Chair ordered the meeting adjourned at 10:41 a.m.

APPROVED: \_\_\_\_\_  
Chair

\_\_\_\_\_  
Secretary

**SOCRRA**  
Special Meeting – December 19, 2023  
Table of Contents

Chair Recognized Visitors –	13496s
Agenda Approved as Submitted –	13497s
Next steps with Grant Gartrell – Approved –	13798s
Next steps with Eric Griffin – Approved –	13799s
Adjourned –	13800s

SOCRRA  
SPECIAL MEETING MINUTES

Wednesday, December 19, 2023 – Pleasant Ridge Community Center

The meeting was called to order at 12:02 p.m. by Mr. Chris Wilson, Chair

<u>Present</u>	<u>Votes</u>	<u>Municipality</u>
Shawn Young	4	Berkley
Jeff Campbell	3	Beverly Hills
Jana Ecker	6	Birmingham
Trever Zablocki	3	Clawson
Andrea Bomar	5	Ferndale
Chris Wilson	2	Huntington Woods
*Susie Stec (Alternate)	1	Lathrup Village
Dave DeCoster	5	Oak Park
Jim Breuckman	1	Pleasant Ridge
Aaron Filipski	14	Royal Oak
Kurt Bovensiep	<u>15</u>	Troy
 Total	 59	

<u>Absent</u>	<u>Votes</u>	<u>Municipality</u>
Andy LeCureaux	3	Hazel Park

Ms. S. Stec, representative for Lathrup Village (1 vote) arrived at 12:03 p.m.

Also Present

Jeff McKeen, General Manager  
 Bob Jackovich, Operations Manager  
 Robert Davis, General Counsel via Zoom  
 Colette Farris, Organizational Development Manager  
 Teresa Newman, TWN Consultants via Zoom



-13496s-

The Chair recognized visitors and called for public comment. There being no persons present who wished to be heard, the Chair closed the public comment segment.

-13497s-

Motion by Mr. A. LeCureaux, supported by Mr. K. Bovensiep:

That the Agenda be approved as submitted.

Yeas: Young, Campbell, Ecker, Zablocki, Bomar, Wilson, DeCoster, Breuckman,  
Filipski, Bovensiep (58 votes)  
Nays: None  
Absent: LeCureaux (3 votes), Stec (1 vote)

**Motion carried.**

-13498s-

Motion by Mr. K. Bovensiep, supported by Mr. A. Filipski:

That Mr. Davis and Ms. Newman suspend negotiations with Mr. Grant Gartrell.

**ROLL CALL VOTE**

Yeas: Young, Campbell, Ecker, Zablocki, Bomar, Wilson, Stec, DeCoster,  
Breuckman, Filipski, Bovensiep (59 votes)  
Nays: None  
Absent: LeCureaux (3 votes)

**Motion carried.**

-13499s-

Motion by Mr. D. DeCoster, supported by Mr. A. Filipski:

That Mr. Davis and Ms. Newman begin negotiations with Mr. Eric Griffin.

Yeas: Young, Campbell, Ecker, Zablocki, Bomar, Wilson, Stec, DeCoster,  
Breuckman, Filipski, Bovensiep (59 votes)  
Nays: None  
Absent: LeCureaux (3 votes)

**Motion carried.**

-13800s-

Motion by Mr. K. Bovensiep, supported by Ms. S. Stec:

That the meeting be adjourned.

Yeas: Young, Campbell, Ecker, Zablocki, Bomar, Wilson, Stec, DeCoster,  
Breuckman, Filipski, Bovensiep (59 votes)

Nays: None

Absent: LeCureaux (3 votes)

The Chair ordered the meeting adjourned at 12:43 p.m.

APPROVED: \_\_\_\_\_  
Chair

\_\_\_\_\_  
Secretary

SOCRRA  
CHECK WARRANT  
DECEMBER 2023

RRA 853  
ACCT. 1009

CHECK #	PAYEE	AMOUNT	PURPOSE
80174	Speed-Tech Equipment	7,051.50	Construction in Progress
80175	Airgas USA LLC	294.94	Supplies - TS, CS
80176	Interstate Billing Services Inc	1,254.59	Maintenance of Equipment - MRF
80177	Employee Optical Dental Reimbursement	854.20	Employee Optical Dental Reimbursement
80178	Davis Listman PLLC	2,078.12	Legal Services
80179	Home Depot Credit Services	170.50	Maintenance of Equipment - MRF
80180	KLM Scape & Snow LLC	626.00	Maintenance of Property & Grounds - CS
80181	Latigo Transport Inc.	19,295.00	Hauling Leaves - TS
80182	Machinex Technologies Inc	1,425.18	Maintenance of Equipment - MRF
80183	The Print Stop Inc.	279.00	Office Expense
80184	Rose Pest Solutions	216.00	Maintenance of Property & Grounds - TS
80185	S&S Parts LLC	1,911.00	Maintenance of Equipment - CS
80186	Fontenot Landscape Services LLC	46,405.00	Brush Chipping
80187	Leadpoint	23,767.74	Temporary Staffing - MRF
80188	eCycle Opportunities LLC	12,117.90	Electronics Recycling - MRF
80189	Fire Rover LLC	2,210.00	Maintenance of Equipment - MRF
80190	Progressive Sweeping Contractors Inc.	1,333.20	Maintenance of Property & Grounds - TS
80191	AMP Robotics Corporation	20,000.00	Maintenance of Equipment - MRF
80192	MI Conveyance Solutions	15,572.30	Maintenance of Equipment - MRF
80193	TWN Consulting LLC	525.00	Consulting - GM Search
80194	Recycle Waste Services	11,900.00	Haul/Dispose Reject Compost
80195	GFL Environmental USA	196.00	Collection Contract
80196	GFL Environmental USA	109,000.00	Collection Contract
80197	GFL Environmental USA	66,717.25	Collection Contract
80198	Tringali Sanitation	17,761.25	Collection Contract
80199	Tringali Sanitation	25,309.52	Collection Contract
80200	Tringali Sanitation	7,080.92	Collection Contract
80201	Tringali Sanitation	3,557.40	Collection Contract
80202	Car Trucking	36,938.52	Collection Contract
80203	Cintas Corporation	497.72	Maintenance of Building - MRF
80204	GFL Environmental USA	109,000.00	Collection Contract
80205	Home Depot Credit Services	60.20	Maintenance of Equipment, Supplies - MRF
80206	Latigo Transport Inc.	12,428.25	Hauling Leaves - TS
80207	The City of Madison Heights	69.32	Utilities - MH
80208	Machinex Technologies Inc	4,078.65	Maintenance of Equipment - MRF

SOCRRA  
CHECK WARRANT  
DECEMBER 2023

RRA 853

ACCT. 1009

CHECK #	PAYEE	AMOUNT	PURPOSE
80209	O'Reilly Auto Parts	125.05	Maintenance of Equipment, Supplies - TS, CS
80210	The Print Stop Inc.	912.50	Office Expense
80211	RKA Petroleum Companies Inc.	1,531.18	Fuel - TS
80212	Specialty Employment Services	3,443.80	Temporary Staffing - MRF
80213	Supply Den	288.36	Personal Safety Equipment - MRF
80214	Teamsters Local #214	1,084.00	Union Dues
80215	Total Packaging Concepts	2,000.00	Supplies - MRF
80216	Uline	2,275.10	Tools, Supplies, Personal Safety Equipment - MRF
80217	SOCWA	25,000.00	Office Rental
80218	Leadpoint	26,443.10	Temporary Staffing - MRF
80219	Hersch's Lawn Spray	1,264.44	Maintenance of Property & Grounds - TS
80220	ERG Environmental Services	31,551.27	HHW Service - MRF
80221	Green Meadows Lawnscape Inc	709.29	Maintenance of Property & Grounds - TS
80222	TIREMAXX	511.00	Maintenance of Equipment - TS
80223	Center for Employment Opportunities	17,290.11	Temporary Staffing - MRF
80224	Recycle Waste Services	700.00	Haul Reject Compost
80225	Tringali Sanitation	68,409.61	Collection Contract
80226	Tringali Sanitation	19,963.90	Collection Contract
80227	The City of Rochester Hills Water and Sewer	11,825.41	Landfill Sewer Service
80228	Interstate Billing Services Inc	18,627.50	Equipment Rental - CS
80229	Car Trucking	34,647.40	Collection Contract
80230	Downriver Refrigeration	69.93	Maintenance of Equipment - MRF
80231	Home Depot Credit Services	744.81	Maintenance of Building, Tools - MRF, Maintenance of Equipment - TS
80232	Infoview Systems Inc.	1,086.01	Internet/Security, Construction in Progress - MRF
80233	Jay's Septic Tank Service	560.00	Maintenance of Equipment - TS, CS
80234	MacAllister Rentals	3,107.50	Construction in Progress - MRF
80235	Mannik & Smith	2,304.51	Landfill Gas Monitoring, Response to EGLE
80236	Messina Trucking Inc.	3,300.00	Maintenance of Property & Grounds - CS
80237	Metz Hydraulics LLC	16,142.00	Maintenance of Equipment - MRF
80238	Resource Recycling Systems Inc.	10,579.69	Consulting, Grant TRP Quality Improvement
80239	RKA Petroleum Companies Inc.	3,596.40	Fuel - TS
80240	The City of Troy	100.00	Utilities - MRF, TS
80241	SOCWA	13,584.52	SOCWA Administrative Wages, 50% of GM Candidates' Background Checks
80242	Leadpoint	28,150.75	Temporary Staffing - MRF

SOCRRA  
CHECK WARRANT  
DECEMBER 2023

RRA 853  
ACCT. 1009

CHECK #	PAYEE	AMOUNT	PURPOSE
80243	IDF Clean-up Inc	5,000.00	Equipment Rental - MRF
80244	Strategic Materials Inc	19,363.37	Glass Disposal
80245	Cadillac Asphalt LLC	490.80	Maintenance of Property & Grounds - TS
80246	The Huntington National Bank	17,339.10	Compost Screener & Grinder Loan Payment
80247	Petty Cash - RRA	158.27	Petty Cash
80248	State of Michigan - EGLE	20.00	Personnel Improvement - Michigan Materials Management Conference
80249	Michigan Conference of Teamsters	14,890.80	Health Insurance
80250	Progressive Sweeping Contractors Inc.	1,333.20	Maintenance of Property & Grounds - TS
80251	Green Meadows Lawnscape Inc	709.29	Maintenance of Property & Grounds - TS
80252	Rolly Electrical Service Inc	7,370.00	Construction in Progress - MRF
80253	Employee Optical Dental Reimbursement	2,300.00	Employee Optical Dental Reimbursement
80254	GFL Environmental USA	100,312.18	Collection Contract
80255	GFL Environmental USA	6,862.50	Collection Contract
80256	Tringali Sanitation	12,279.71	Collection Contract
80257	Tringali Sanitation	1,400.00	Collection Contract
80258	Tringali Sanitation	1,950.00	Collection Contract
80259	Cintas Corporation	506.00	Maintenance of Building - MRF
80260	Lucas Dean	354.97	Personnel Improvement - Holiday Party Expense Reimbursement
80261	Grainger	12.68	Maintenance of Equipment - MH
80262	Home Depot Credit Services	46.32	Maintenance of Equipment - MRF
80263	MacAllister Rentals	1,071.75	Equipment Rental - MRF
80264	O'Reilly Auto Parts	23.02	Maintenance of Equipment - MRF
80265	Propane Services/Superior Plus Energy	602.00	Fuel - MRF
80266	RKA Petroleum Companies Inc.	3,338.66	Fuel - CS
80267	Specialty Employment Services	1,625.30	Temporary Staffing - MRF
80268	Standard Insurance Company	546.38	Life Insurance
80269	City of Troy - Water	563.42	Utilities
80270	ERG Environmental Services	1,786.00	HHW Drop Offs
80271	TIREMAXX	586.00	Maintenance of Equipment - CS
80272	Progressive Plumbing Supply Co	19.82	Tools - MRF
80273	GFL Environmental	307,738.75	Waste Disposal
80274	GFL Environmental	286,554.60	Waste Disposal
ACH	Alerus for MERS	6,549.11	Deferred Compensation, HCSP, Defined Contribution

SOCRRA  
CHECK WARRANT  
DECEMBER 2023

RRA 853  
ACCT. 1009

CHECK #	PAYEE	AMOUNT	PURPOSE
ACH	Metro Wireless	275.55	Internet/Security - MRF, CS
EPAY	Comcast	596.60	Internet/Security - MRF, CS
EPAY	Consumers Energy	6,881.05	Natural Gas Service - MRF, CS
EPAY	DTE Energy	2,103.78	Electric Service - Landfill, MH
EPAY	Flagstar Bank	5,231.60	Credit Card - Detail on last page
EPAY	MERS of Michigan	216,140.43	Defined Benefit Pension
EPAY	WOW! Business	260.45	Internet/Security - MH

**1,949,104.77**

1020 OPERATION & MAINTENANCE FUND

**1,949,104.77**

I HEREBY CERTIFY THAT I HAVE EXAMINED THE INVOICES COVERED BY THE ABOVE VOUCHERS FOR RECEIPT OF MATERIALS OR SERVICES RENDERED AND THAT THE PRICES AND COMPUTATIONS ARE CORRECT.

\_\_\_\_\_  
Treasurer

\_\_\_\_\_  
General Manager

\_\_\_\_\_  
Secretary

The payments listed above were presented to the board of Trustees and were reviewed with no objection January 10, 2024.

SOCRRRA  
CHECK WARRANT  
DECEMBER 2023

RRA 853  
ACCT. 1009

PAYEE		AMOUNT	PURPOSE
EPAY	Flagstar Credit Card - Detail	57.57	Maintenance of Building
		46.36	Administrative and Office
		216.99	Maintenance of Building
		26.50	Administrative and Office
		64.96	Administrative and Office
		16.00	Administrative and Office
		62.03	Administrative and Office
		35.00	Paypal/Square Fees
		43.00	Administrative and Office
		44.97	Administrative and Office
		47.98	Administrative and Office
		1,704.00	Maintenance of Building
		67.11	Fuel
		522.15	Supplies
		19.19	Personnel Improvement
		148.74	Personnel Improvement
		331.11	Personnel Improvement
		87.73	Personnel Improvement
		40.09	Personnel Improvement
		132.55	Personnel Improvement
		66.56	Fuel
		802.70	Personnel Improvement
		82.14	Personnel Improvement
		401.02	Personnel Improvement
		165.15	Personnel Improvement

**5,231.60**

**SOCRRA TONNAGE ANALYSIS  
December 2023**

Municipality	MSW			Compost			Recyclables			Total		
	2021	2022	2023	2021	2022	2023	2021	2022	2023	2021	2022	2023
Berkley	543.32	490.81	<b>512.78</b>	468.86	127.78	<b>463.71</b>	134.34	135.65	<b>136.95</b>	1,146.52	754.24	<b>1,113.44</b>
Beverly Hills	300.81	252.40	<b>288.76</b>	192.58	36.23	<b>330.89</b>	108.06	89.55	<b>96.41</b>	601.45	378.18	<b>716.06</b>
Birmingham	849.96	744.10	<b>781.31</b>	1,136.35	302.57	<b>2,024.79</b>	261.76	224.31	<b>216.71</b>	2,248.07	1,270.98	<b>3,022.81</b>
Clawson	499.81	327.24	<b>359.10</b>	242.11	143.56	<b>153.56</b>	83.79	75.21	<b>71.79</b>	825.71	546.01	<b>584.45</b>
Ferndale	857.50	749.94	<b>748.74</b>	253.90	249.34	<b>276.35</b>	169.59	146.92	<b>154.24</b>	1,280.99	1146.2	<b>1,179.33</b>
Hazel Park	608.07	516.40	<b>503.44</b>	109.98	74.82	<b>121.46</b>	72.69	72.49	<b>61.47</b>	790.74	663.71	<b>686.37</b>
Huntington Woods	177.50	134.81	<b>167.49</b>	256.58	76.11	<b>158.85</b>	73.15	62.65	<b>60.66</b>	507.23	273.57	<b>387.00</b>
Lathrup Village	134.60	98.93	<b>124.61</b>	157.53	51.74	<b>100.26</b>	25.68	20.16	<b>27.87</b>	317.81	170.83	<b>252.74</b>
Oak Park	725.84	803.18	<b>830.16</b>	327.96	376.99	<b>364.52</b>	128.54	87.07	<b>94.36</b>	1,182.34	1267.24	<b>1,289.04</b>
Pleasant Ridge	74.93	70.11	<b>73.78</b>	165.70	49.66	<b>97.06</b>	30.14	26.81	<b>25.50</b>	270.77	146.58	<b>196.34</b>
Royal Oak	1,954.93	1,665.16	<b>1,803.15</b>	1,870.84	391.34	<b>1,292.62</b>	487.28	420.49	<b>419.79</b>	4,313.05	2476.99	<b>3,515.56</b>
Troy	<u>2,442.77</u>	<u>2,022.20</u>	<u>2,103.83</u>	<u>739.17</u>	<u>310.83</u>	<u>352.08</u>	<u>550.20</u>	<u>471.01</u>	<u>489.19</u>	<u>3,732.14</u>	<u>2,804.04</u>	<u>2,945.10</u>
	9,170.04	7,875.28	<b>8,297.15</b>	5,921.56	2,190.97	<b>5,736.15</b>	2,125.22	1,832.32	<b>1,854.94</b>	17,216.82	11,898.57	<b>15,888.24</b>
Other Customers	4,444.84	3,256.78	<b>3,541.07</b>	0.00	0.00	<b>0.00</b>	635.06	731.06	<b>988.49</b>	5,079.90	3,987.84	<b>4,529.56</b>
Authority	13,614.88	11,132.06	<b>11,838.22</b>	5,921.56	2,190.97	<b>5,736.15</b>	2,760.28	2,563.38	<b>2,843.43</b>	22,296.72	15,886.41	<b>20,417.80</b>



**SOCRRA TONNAGE PERCENTAGES**  
**December 2023**

	<b>MSW</b>	<b>Compost</b>	<b>Recyclables</b>
	Percentage of City's	Percentage of City's	Percentage of City's
	Total Waste Stream	Total Waste Stream	Total Waste Stream
<u>Municipality</u>			
Berkley	46%	42%	12%
Beverly Hills	40%	46%	14%
Birmingham	26%	67%	7%
Clawson	60%	26%	14%
Ferndale	64%	24%	12%
Hazel Park	73%	18%	9%
Huntington Woods	43%	41%	16%
Lathrup Village	49%	40%	11%
Oak Park	64%	28%	8%
Pleasant Ridge	38%	49%	13%
Royal Oak	51%	37%	12%
Troy	71%	12%	17%

**SOCRRA**

## Income Statement

12/01/23 -12/31/23

	<b>Actual-Period</b>	<b>Budget-Period</b>	<b>Variance</b>
<b>REVENUES</b>			
MEMBER MSW	1,893,165.15	1,885,116.00	8,049.15
MONTHLY SURCHARGE	94,001.00	94,001.00	0.00
NON-MEMBER MSW	147,359.45	180,000.00	(32,640.55)
NON-MEMBER YARD WASTE	4,720.00	0.00	4,720.00
<b>TOTAL REVENUES</b>	<b>2,139,245.60</b>	<b>2,159,117.00</b>	<b>(19,871.40)</b>
<b>SALE OF RECYCLED MATERIAL</b>			
MIXED PAPER	41,637.08	23,000.00	18,637.08
NEWSPAPER	0.00	0.00	0.00
CARDBOARD	78,732.60	41,000.00	37,732.60
SORTED OFFICE PAPER	0.00	4,000.00	(4,000.00)
PLASTICS	4,427.60	23,000.00	(18,572.40)
SCRAP METAL	4,460.39	7,000.00	(2,539.61)
ALUMINUM CANS	24,396.00	12,000.00	12,396.00
TIN CANS	5,494.00	9,000.00	(3,506.00)
MIXED RECYCLING - OTHERS	87,243.41	62,000.00	25,243.41
BATTERIES	35.55	500.00	(464.45)
<b>TOTAL SALE OF RECYCLED MATERIAL</b>	<b>246,426.63</b>	<b>181,500.00</b>	<b>64,926.63</b>
<b>OTHER INCOME</b>			
COMPOST	3,975.00	0.00	3,975.00
RENTAL INCOME	12,215.00	10,500.00	1,715.00
INTEREST ON INVESTMENTS	11,008.97	7,000.00	4,008.97
GRANT REVENUE	0.00	0.00	0.00
MISC INCOME	60,880.00	3,000.00	57,880.00
<b>TOTAL OTHER INCOME</b>	<b>88,078.97</b>	<b>20,500.00</b>	<b>67,578.97</b>
<b>TOTAL REVENUES</b>	<b>2,473,751.20</b>	<b>2,361,117.00</b>	<b>112,634.20</b>
<b>EXPENSES</b>			
MADISON HEIGHTS TRANSFER STATION	11,025.03	3,800.00	7,225.03
TROY TRANSFER STATION	749,196.96	440,050.00	309,146.96
MATERIAL RECOVERY FACILITY	315,300.10	226,700.00	88,600.10
HOUSEHOLD HAZARDOUS WASTE	101,012.37	40,750.00	60,262.37
COMPOST FACILITY	59,373.00	58,000.00	1,373.00
ADMINISTRATIVE AND GENERAL	303,946.58	142,900.00	161,046.58
COLLECTION CONTRACT EXPENSES	749,047.95	1,316,667.00	(567,619.05)
<b>TOTAL EXPENSES</b>	<b>2,288,901.99</b>	<b>2,228,867.00</b>	<b>60,034.99</b>
<b>REVENUE OVER EXPENSES</b>	<b>184,849.21</b>	<b>132,250.00</b>	<b>52,599.21</b>

**SOCRRA**

## Income Statement

07/01/23 -12/31/23

	<b>Actual-Period</b>	<b>Budget-Period</b>	<b>Variance</b>
<b>REVENUES</b>			
MEMBER MSW	11,497,444.56	11,310,696.00	186,748.56
MONTHLY SURCHARGE	564,006.00	564,006.00	0.00
NON-MEMBER MSW	888,021.48	1,120,000.00	(231,978.52)
NON-MEMBER YARD WASTE	19,090.00	24,000.00	(4,910.00)
<b>TOTAL REVENUES</b>	<b>12,968,562.04</b>	<b>13,018,702.00</b>	<b>(50,139.96)</b>
<b>SALE OF RECYCLED MATERIAL</b>			
MIXED PAPER	218,724.13	122,000.00	96,724.13
NEWSPAPER	0.00	3,000.00	(3,000.00)
CARDBOARD	366,741.08	223,000.00	143,741.08
SORTED OFFICE PAPER	5,965.94	12,000.00	(6,034.06)
PLASTICS	78,463.05	130,000.00	(51,536.95)
SCRAP METAL	51,501.77	42,000.00	9,501.77
ALUMINUM CANS	95,151.20	72,000.00	23,151.20
TIN CANS	41,782.58	53,000.00	(11,217.42)
MIXED RECYCLING - OTHERS	491,438.83	348,000.00	143,438.83
BATTERIES	124.65	2,500.00	(2,375.35)
<b>TOTAL SALE OF RECYCLED MATERIAL</b>	<b>1,349,893.23</b>	<b>1,007,500.00</b>	<b>342,393.23</b>
<b>OTHER INCOME</b>			
COMPOST	43,980.00	55,000.00	(11,020.00)
RENTAL INCOME	70,970.00	62,000.00	8,970.00
INTEREST ON INVESTMENTS	65,590.95	41,000.00	24,590.95
GRANT REVENUE	11,078.54	0.00	11,078.54
MISC INCOME	220,805.23	13,000.00	207,805.23
<b>TOTAL OTHER INCOME</b>	<b>412,424.72</b>	<b>171,000.00</b>	<b>241,424.72</b>
<b>TOTAL REVENUES</b>	<b>14,730,879.99</b>	<b>14,197,202.00</b>	<b>533,677.99</b>
<b>EXPENSES</b>			
MADISON HEIGHTS TRANSFER STATION	19,165.86	25,600.00	(6,434.14)
TROY TRANSFER STATION	1,759,123.55	1,926,700.00	(167,576.45)
MATERIAL RECOVERY FACILITY	1,350,334.60	1,320,200.00	30,134.60
HOUSEHOLD HAZARDOUS WASTE	234,130.53	248,500.00	(14,369.47)
COMPOST FACILITY	306,301.87	342,600.00	(36,298.13)
ADMINISTRATIVE AND GENERAL	1,016,104.58	811,700.00	204,404.58
COLLECTION CONTRACT EXPENSES	5,229,180.37	5,766,668.00	(537,487.63)
IN TRANSIT	3,712,005.36	2,966,668.02	745,337.34
<b>TOTAL EXPENSES</b>	<b>13,626,346.72</b>	<b>13,408,636.02</b>	<b>217,710.70</b>
<b>REVENUE OVER EXPENSES</b>	<b>1,104,533.27</b>	<b>788,565.98</b>	<b>315,967.29</b>

**SOCRRA**  
**FINANCIAL STATUS SUMMARY**  
**DECEMBER 2022 - DECEMBER 2023**

<u>Date</u>	<u>Unrestricted Cash</u>	<u>Working Capital</u>	<u>% of Goal</u>
12/29/2022	3,106,580	2,182,677	118.6%
1/31/2023	3,925,624	2,233,300	121.3%
2/28/2023	3,810,234	2,220,114	120.6%
3/31/2023	3,069,583	2,413,364	131.1%
4/28/2023	3,491,970	2,611,986	141.9%
5/31/2023	3,566,140	2,746,573	149.2%
6/30/2023	3,222,095	2,279,178	123.8%
7/31/2023	3,050,145	2,201,110	113.7%
8/31/2023	2,871,675	2,241,528	115.8%
9/30/2023	3,055,336	2,532,874	130.9%
10/31/2023	3,562,514	2,424,445	125.3%
11/30/2023	3,448,770	2,769,365	143.1%
12/29/2023	3,063,913	1,882,534	97.3%

**COMPOST PRODUCED & DELIVERED**  
*October 2, 2023 to December 23, 2023*

<b>Community</b>	<b>Finished Compost Received (cu. yds.)</b>	<b>Estimated Value</b>
Berkley	0	\$0
Beverly Hills	30	\$450
Birmingham	0	\$0
Clawson	0	\$0
Ferndale	0	\$0
Hazel Park	60	\$900
Huntington Woods	0	\$0
Lathrup Village	0	\$0
Oak Park	60	\$900
Pleasant Ridge	0	\$0
Royal Oak	120	\$1,800
Troy	120	\$1,800
	390	\$5,850
SOCRRA activities	0	\$0
Rochester Hills residents	20	\$300
Cash Customers	59	\$880
Account Customers	3,869	\$38,690
Donations	0	\$0
<b>TOTAL YARDS</b>	4,338	

January 5, 2024

Board of Trustees  
SOCRRA

Subject: Scale Software Upgrade

Board Members:

We have completed and implemented the upgrade of our scale software to a modern web-based platform. We are now making improvements to the software to meet our business needs. I have attached a proposal from Infoview Systems, our scale software vendor, to make four improvements to the software. This is the third batch of improvements to the scale software. The improvements contained in the attached proposal consist of several software revisions that improve both our daily ticket processing and reporting in the office and our ticket processing at the MRF.

I am recommending that the Board authorize our IT consultant, Infoview Systems, to revise the scale software at a cost not to exceed \$9,560 under the Professional Services section of SOCRRA's Purchasing Policy. This will be a capital expenditure and is budgeted in our capital improvement program for 2023/24.

We anticipate one additional software revision in the next several months.

Respectfully submitted,

Jeffrey A. McKeen, P.E.  
General Manager

Suggested Resolution: "That the Board authorize Infoview Services to revise the scale software at a cost not to exceed \$9,560 under the Professional Services section of SOCRRA's Purchasing Policy."

## **CS60258 CR-3 - Socrra Scale Application Change Request**

Proposal Presented by Infoview Systems Inc.

Michael O'Meara, President

Dmitriy Kuznetsov, VP Integration & Cloud Solutions

Satya Sekhar Das Mandal, CTO

## Revision History

Version	Date	Author	Notes
1.0	12/29/2023	Matt Price	Initial release of the document on requested enhancement requirements
1.1	01/04/2024	Matt Price	Additional requirement City Invoice Tonnage Report

## Overview

SOCRRA is a municipal corporation founded in the early '50s. SOCRRA consists of twelve member municipalities with a total population of approximately 283,000 and covers an area of 75 square miles. Member cities are Berkley, Beverly Hills, Birmingham, Clawson, Ferndale, Hazel Park, Huntington Woods, Lathrup Village, Oak Park, Pleasant Ridge, Royal Oak and Troy.

SOCRRA is governed by a twelve member Board of Trustees, one member representing each of the constituent municipalities. Member voting power is based on individual member municipality refuse tonnage delivered to the Authority's facilities.

SOCRRA operates a Transfer Station in Troy (on Coolidge north of 14 Mile) and a compost site in Rochester Hills. The Troy facility receives and compacts the mixed municipal solid waste for transfer to a private landfill for disposal. SOCRRA also operates a Material Recovery Facility (MRF) on Coolidge north of 14 Mile that receives recyclable materials collected at curbside by the member municipalities. These recyclables are delivered to the MRF where the material is weighed and placed on the various processing conveyors for further sorting and baling for shipment to markets. The MRF is designed to process 100 tons per day in an eight-hour shift, or 26,000 tons per year.

SOCRRA requests changes – enhancements to the recently deployed (June 1, 2023) WasteDB Scale Application as defined in this document.

The purpose of this document is to provide the scope and the estimated level of effort for enhancing the recent production deployment of the WasteDB Scale Application as per SOCRRA change request requirements below.



## Scope and Success Criteria

SOCRRA defined requirements documented by Infoview Systems SME (system matter expert) are developed and internally tested by Infoview Systems, and ultimately approved via SOCRRA user acceptance testing and migrated to the production environment.

### Change Request for WasteDB Scale Application:

1. Inbound - Force Tare
  - When “Force Tare” button is selected then truck needs to be placed in yard status as if it has no tare weight. The operator will see the same message displayed that they normally see indicating “have the truck unload and pull back on the scale”.
  - UI/UX:
    - Add checkbox “Force Tare” to inbound weight screen
    - “Force Tare” checkbox will present in area where the weights are displayed (similar to the “Manual” checkbox)
  - jQuery
    - Code modifications
  - Stored Procedure
    - Code modifications
  - API
    - Code modifications
2. Reports Date Type Drop Down
  - The reports themselves dictate what kind of date fields are utilized, (i.e. They are either monthly or have a start/end date to select)
  - UI/UX
    - Add a “date type” dropdown to existing reports criteria section
    - Required to interact with the presets
    - Presets will also be updated to match the way in which the report criteria are presented
  - jQuery
    - Add & modify code per the requirement
  - Create new API / modify existing API
    - To perform this functionality
  - Create new stored procedure / modify existing stored procedures
    - Retrieve the dates based on the date type selected

### 3. Pre-Invoice Check Functionality

- UI/UX
  - **Modify the UI/UX screens to Implement this functionality**
  - Add button in the program for “Pre-Invoice Checks”
- Database change Customer Table
  - Add a “bit value” field to the Customer table to indicate whether the customer is part of the pre-invoicing check.
- Create new API / modify existing API
  - **To perform this functionality**
- Stored Procedure changes
  - If Customer record has the “bit value” turned on, then functionality will execute for a variety of reports allowing end user to save the reports into the Invoice folder. This replaces the end user manual intervention, eliminating end user errors.
  - Customer with “bit value” turned on will have a PDF report saved using the pre-defined criteria

### 4. Compost Check list Entry

- Please refer to additional document CS60258 Soccra Scale Compost Check List Specs
- Admin functionality – Design and Create new functionality
  - Group definition configuration
    - **Create Table**
    - **Create Stored Procedure**
    - **Create API**
    - **Create UI/UX**
    - **Create Integration with jQuery Ajax call**
    - **jQuery validations**
  - Type definition configuration
    - **Create Table**
    - **Create Stored Procedure**
    - **Create API**
    - **Create UI/UX**
    - **Create Integration with jQuery Ajax call**
    - **jQuery validations**
  - Dynamic matrix grid generation based on Group & Type definitions
    - **Create Stored Procedure**
    - **Create API**

- Create dynamic UI/UX design utilizing jQuery
- Create integration with jQuery Ajax call
- jQuery validations
- Multiple ticket generation through Admin and POS
  - Create Stored Procedure
  - Create API
  - Bulk ticket creation based on Group and Type definition configuration

### Assumptions and Out of Scope items

1. SOCRRA team will provide necessary infrastructure to deploy the application. All the cost will be borne by SOCRRA team only.
2. SOCRRA team will provide access and necessary user credentials to the development team to all project resources in the test and productions environments.
3. SOCRRA team will provide detailed requirements, data models, filtering rules, DB queries, and detailed mapping / transformations (if any).
4. SOCRRA team will provide contact information for third party project teams as needed.
5. SOCRRA along with Infoview Systems SME / project lead will organize and lead joint project design and testing sessions with internal and third parties.

### Project Cost Model:

The project is offered as a good faith time and material estimate and determined based on the scope discussions, assumptions above, and fully align with IT SDLC standards. A breakdown of the total costs by project phase is featured below in USD for budgeting and planning purposes and will be invoiced according to the exact schedule and terms as featured under *Invoice and Payment Terms*.

Task	Cost, USD
Analysis, Build, Unit testing, Regression Testing	7,800
User Acceptance Test, Deployment to Production Environment	300
SME, Project Management	800

Hyper Care Post Deployment to Production	660
<b>Total Cost, USD</b>	9,560

1. Discovery, Architecture, Design - workshops or sessions with the teams, analysis of most recent documents and source code
2. Build - incremental delivery of the requirements in scope, and internal testing
3. SME and developer testing, troubleshooting, regression testing
4. UAT - regression testing with business teams, troubleshooting

## Project Timelines

Provided for budgeting and planning purposes. Actual delivery time of the phases and deliverables reflected below may slightly differ from actual implementation time.

Week 1	Week 2	Week 3	Week 4
Analysis, Build, Unit testing, Regression Testing			
UAT, Deployment Prod, SME, PM, Hyper Care			

## Terms of Engagement

The project costs are determined on a time and material basis, per scope, deliverables, and assumptions specified in this document. Please refer to the *Invoice and Payment Terms* section for more details regarding the payment schedule.

The following items are excluded from the costs and timeline estimates:

1. Costs associated with changes in scope - refer to *Change Management* section below for more details
2. Costs associated with loss of time due to outages and system unavailability
3. Travel expenses for onsite tasks
4. Applicable taxes

## Change Management

After the baseline requirements and budget have been finalized, any material deviations will be handled via *Change Request* for Socrra approval.

## Travel Expenses

This document does not include the travel expenses estimate. Where onsite presence is required, Socrra will reimburse Infoview Systems Inc for any travel expenses that occur during this engagement, subject to Socrra approval and policies.

## Invoice and Payment Terms

Upon receipt of the project authorization to proceed, Socrra will ensure Infoview Systems, Inc. receives an approved purchase order or signed SOW. Should purchase order be issued the amount should reflect the suggested total effort. Infoview Systems will invoice Socrra monthly and Socrra will pay Infoview Systems Inc within thirty (30) days of the invoice date of each invoice, properly prepared, and submitted. Invoice currency will be USD. A PDF copy of the executed purchase order or executed SOW should be sent to [Accounting@InfoviewSystems.com](mailto:Accounting@InfoviewSystems.com).

## Works for Hire

Infoview Systems Inc. shall perform faithfully and diligently for Socrra the professional services described within this Statement of Work. Infoview Systems Inc. shall provide labor necessary to perform the Services. Infoview Systems Inc. will coordinate its activities with and report to a representative to be designated by Socrra, or its designee. Infoview Systems Inc. shall devote such working time as is necessary to the proper performance of the Services as promptly as possible.

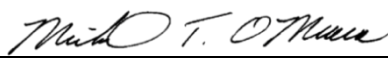


Infoview Systems Inc. agrees that any deliverables provided to Socrra in connection with the Services, unless otherwise specified within this Statement of Work, shall constitute “works for hire” within the meaning of the United States copyright laws, 17 U.S.C. Sec. 101 et seq.; a “work made in the course of employment” within the meaning of the Canadian Copyright Act Sec. 13(3); and equivalent status under any other applicable copyright statutes and regulations, and hereby conveys all right, title and interest in such deliverables to Socrra.

## Approvals

### Socrra

Name	Title	Signature	Date

### Infoview Systems Inc.

Name	Title	Signature	Date
Mike O'Meara	President		01/05/2024
Dmitriy Kuznetsov	VP Integration and Cloud Solutions		01/05/2024
Satya Sekhar Das Mandal	CTO		01/05/2024

January 5, 2024

Board of Trustees  
SOCRRA

Subject: Operations Update

Board Members:

SOCRRA operations continued in a normal fashion during December.

Collection

The collection contractors were able to remain on schedule throughout December. GFL and Tringali continued to collect later into the evenings as has been typical in recent months through the end of yard waste collection on Friday, December 15. Since then, the contractors have been completing their routes much earlier in the day.

December 2023 had one fewer collection day than December 2022, therefore we would expect to see a 4.5% reduction in tonnage, if everything else was equal. Member refuse tonnage was 5.4% higher than December 2022 and member recycling tonnage was 1.3% higher than in December 2022. Part of the increase in member refuse resulted from lower tonnage during the week after Christmas of 2022, when collection was not delayed because the holiday fell on Sunday. Member yard waste was 161.8% higher than December 2022 due to the data reporting delays that resulted in a significant amount of yard waste from Beverly Hills and Birmingham being reported in December when it should have been reported in November.

	<u>December 2023 tons</u>	<u>December 2022 tons</u>	<u>% change</u>
Refuse	8,297	7,875	+ 5.4%
Recycling	1,855	1,832	+ 1.3%
Yard Waste	<u>5,736</u>	<u>2,191</u>	<u>+161.8%</u>
TOTAL	15,888	11,899	+33.5%

Holiday cardboard recycling rolloffs have been placed in Berkley, Beverly Hills, Clawson, Huntington Woods, Royal Oak and Troy. Through January 3, 2024, we have received a total of 7.64 tons of cardboard from these locations. A full report on this program will be in the agenda package for the February Board meeting.

SOCRRA Operations

SOCRRA operations at the Transfer Station were normal through December. GFL did not have any service issues in December.

The amount of non-SOCRRA trash was 9% higher in December 2023 compared with December 2022 and was 9% higher than budgeted. Non-member recycling was 35% higher in December 2023 compared with December 2022 and was 54% higher than budgeted.

Between Leadpoint and CEO, the MRF is close to being fully staffed with sorters on most days.

The AMP sorting robot has been fully operational for a year and continues to function well. We have received the final grant payments from both Michigan EGLE and from The Recycling Partnership for the AMP robot.

We are continuing to work on a grant agreement with Glacier Robotics, which should be completed in January. The scanners for the Glacier robot were installed on November 7. The data from the scanners is being used to train Glacier's artificial intelligence system on our materials. The tentative in-service date for the robot is March 4, 2024. The support structure for the robot has been installed and the installation of the electrical power for the robot is pending. All of the grant agreements for this project are in place. We will be submitting our first reimbursement request in January.

We have completed the Recycling Quality Improvement grant activities in Oak Park and the data is currently being reviewed. We are also working with The Recycling Partnership to determine what other activities would be appropriate given the data provided by the project. We have begun planning the programs for Berkley and Troy for the Spring of 2024. These programs are complicated by Tringali's current method of providing service to the Troy Thursday area and the Berkley Friday area by bringing all of their recycling trucks into these comparatively small areas.

Revenue from the sale of recycled material was 33% above budget in December due primarily to higher prices for recycled cardboard and mixed paper. December revenue from the sale of paper products was 77% above budget. For the first half of the fiscal year, revenue from the sale of recycled material is 30% above budget.

January paper prices will not be received until late on January 5, 2024. I will report on January prices at the January Board meeting.

The recycled plastic market improved significantly during December. The prices for natural PE (milk jugs) increased by 50%, mixed color PE (detergent bottles) increased by 92% while PET (water bottles) remained unchanged. CleanTech, our usual purchaser of plastics, has resumed buying PET but has required us to supply separate truckloads of PET instead of the mixed plastic types that we typically supplied. For the month of December, revenue from the sale of plastics was significantly below budget due to the timing of outgoing shipments.

December revenue from the sale of recycled metal was 22% above budget due to higher tonnage and prices than budgeted.

The number of recycling drop-off appointments decreased in December to 3,790 compared with 3,944 in November but increased from 3,441 appointments in December of 2022. Only six days in December were not fully booked. We were able to maintain availability of next day appointments until late in the afternoon throughout the month. We routinely have seven to nine days with available appointments.



We are continuing our schedule of Saturday appointments being available about every other week. We had appointments available for three Saturdays in December, two of which were fully booked. Our current Saturday schedule is as follows:

January 6, 20  
February 3, 17  
March 2, 16

We continue to closely monitor the number of available appointments.

The fall leaf season has been completed and it went extremely well. We will be meeting with each of the communities that stored leaves in their DPW yards to discuss whether we need to make any changes for next fall.

Respectfully submitted,

Jeffrey A. McKeen, P.E.  
General Manager

Suggested Resolution: "That the report on Operations Update be received and filed."

January 4, 2024

Board of Trustees  
SOCRRA

Subject: Winter Yard Waste

Board Members:

We are again allowing residents to bring bagged yard waste and Christmas trees to the Troy Transfer Station this winter. Residents will be allowed to bring up to 10 bags of yard waste per day to Troy without making an appointment. Our employees will be checking ID at the gate to ensure that the residents live in one of the SOCRRA communities. As of the end of December, we had already collected more than 10 tons of yard waste from our residents.

We plan to continue to provide this service to our residents until curbside yard waste collection resumes on Monday, April 1, 2024.

Please let me know if your community wants to begin curbside yard waste collection before April 1, 2024.

Respectfully submitted,

Jeffrey A. McKeen, P.E.  
General Manager

Suggested Resolution: "That the report on Winter Yard Waste be received and filed."

December 27, 2023

Board of Trustees  
SOCRRA

Subject: Contractor Rates for 2024/25

Board Members:

The contractor service charge adjustments that will go into effect on July 1, 2024 are displayed in the chart below. This chart includes the actual CPI for October 2023 and the actual diesel fuel cost for December 25, 2023. The CPI escalator in our contracts is capped at 3% and I am assuming that the December CPI will result in the 3% cap being implemented. These increases are significantly lower than the increases for 2023/24.

Contractor	% of Service Charge subject to fuel cost adjustment	% of Service Charge subject to CPI adjustment	Service Charge adjustment formula	July 2024 Service Charge adjustment
Car Trucking	4%	96%	$(0.04*0.863)+(0.96*1.03)$	+2.3%
GFL - Collection	12%	88%	$(0.12*0.863)+(0.88*1.03)$	+1.0%
Tringali Sanitation	5%	95%	$(0.05*0.863)+(0.95*1.03)$	+2.2%
GFL- Disposal	15%	85%	$(0.15*0.863)+(0.85*1.03)$	+0.5%

December 25, 2023 fuel index = \$3.798/gallon

December 26, 2022 fuel index = \$4.402/gallon

Fuel Cost Adjustment = - 13.7% (no limit on % increase or decrease)

October 2023 CPI index = 283.874

December 2022 CPI index = 271.647

CPI Adjustment = +4.5% (limited to a maximum increase of 3%)

We are developing prices for each line item in our contracts after the December CPI is released and those prices will be reviewed with the contractors.

Respectfully submitted,

Jeffrey A. McKeen, P.E.  
General Manager

Suggested Resolution: "That the report on Contractor Rates for 2024/25 be received and filed."

January 4, 2024

Board of Trustees  
SOCRRA

Subject: SOCRRA Rate Projection for 2024/25

Board Members:

I plan on having a projection of the SOCRRA rates for 2024/25 for discussion with the Board at the February 14, 2024 Board meeting. Please let me know if you need a rate projection before that meeting.

Respectfully submitted,

Jeffrey A. McKeen, P.E.  
General Manager

Suggested resolution: "That the report on SOCRRA Rate Projection for 2024/25 be received and filed."

January 4, 2024

Board of Trustees  
SOCRRA

Subject: Disaster Debris Management Plan Project

Board Members:

The Disaster Debris Management Plan project is proceeding well. Tetra Tech has completed most of the individual meetings with each community to obtain information about each community's existing plans. They are also working with Oakland County and EGLE to obtain information about their existing plans. We have been able to identify temporary debris management sites within most communities that could be used in case SOCRRA facilities were overwhelmed or were unable to be used.

We are receiving weekly progress reports from Tetra Tech and the project remains on schedule.

Tetra Tech has begun the development of the Disaster Debris Management Plans. Draft plans will be available for review by the member communities in March.

Respectfully submitted,

Jeffrey A. McKeen, P.E.  
General Manager

Suggested Resolution: "That the report on Disaster Debris Management Plan Project be received and filed."

January 4, 2024

Board of Trustees  
SOCRRA

Subject: Compost Site Fence Replacement

Board Members:

Following their most recent annual inspection of the closed landfill in Rochester Hills, EGLE recommended that we repair or replace the fencing along Avon Road and along the border of our property and a new multi-family development that is being built on our eastern property line. This fencing is many years old, is broken down in several locations and is not repairable. Rather than debate the requirement with EGLE, we obtained bids for replacing the fencing along Avon Road. The bid specs were:

1. Approximately 1,075 feet of 6' commercial grade galvanized fence, 2" chain link mesh 9 gauge with 7-gauge bottom tension wire
2. Terminal posts 2 1/2" , line posts 2" with 10' spacing
3. No top rail
4. Existing fencing and posts to be removed by contractor.

We obtained 3 bids from fencing companies for the fencing along Avon Road. We are awaiting a 4<sup>th</sup> bid, which has not yet been received. These bids are summarized below:

Vendor	Location	Cost
Jaffco	Rochester Hills, MI	\$33,900
Spartan Fence	Perry Twp., MI	\$40,500
Industrial Fence	Detroit, MI	\$73,095

We are recommending that we accept the bid from Jaffco at a cost of \$32,400.00.

The fencing along the border of our property and the new multi-family development is a more complicated project due to access issues. We will be meeting with our new neighbor to discuss this project, including using their property to access the fence location. We will be obtaining a quote for this portion of the project from our selected fence contractor. If we can obtain a lower price from the contractor by completing both portions of this project at the same time, we will proceed and inform the Board at the February 14 Board meeting.

This project was not included in our capital expenditure budget for 2023/24 as we had hoped to continue deferral of this project. However, given EGLE's recommendation, we feel that this project should be done in the current fiscal year. We will pay 50% of the cost of this project from our landfill reserve, which was our budget assumption for 2023/24 for landfill maintenance expenses. SOCRRA staff will adjust our other capital expenditure plans so that our total capital expenditure budget for 2023/24 is not exceeded.

Respectfully submitted,

Jeffrey A. McKeen, P.E.  
General Manager

Suggested Resolution: "That, in accordance with the Authority's Purchasing Policy, the Board authorize the purchase and installation of approximately 1,075 feet of 6' commercial fencing from Jaffco at a cost of \$33,900.00."