



Southcentral Michigan Planning Council

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Southcentral Michigan Materials Management Committee

Meeting Minutes

MEETING DATE: Tuesday, December 17, 2024

MEETING TIME: 1:00 pm

MEETING LOCATION: Sturgis City Hall
130 North Nottawa Street
Sturgis, Michigan 49091

1. Call to Order

- a. The meeting was called to order at 1:10pm.
- b. Committee members in attendance:
 - i. Conklin
 - ii. Hazelbaker
 - iii. Higgins
 - iv. O'Rourke
 - v. Shafer
 - vi. Sikorski
- c. Other in attendance
 - i. Adams (staff)
 - ii. Bud Norman
 - iii. Frank Walsh

2. Introductions and Overview of the Work

- a. Adams gave a brief overview of the work of the committee, the plan it will need to create, and some of the state requirements for the committee and plan. The Committee briefly discussed the mission of the group and how it hopes to achieve that mission.

3. Approval of the Agenda

- a. Shaffer made a motion to approve the agenda as presented.
 - i. O'Rourke Seconded the motion.
 - ii. The motion carried.

[Action]

4. Public Comments

- a. None made.

5. Election of Officers

- a. Adams led a brief discussion about the roles of the officers of the committee. Conklin volunteer to serve as the Chair, Higgins volunteered to serve as Vice Chair, and Hazelbaker volunteers to serve as Secretary. No others volunteered for any of the positions. The Committee felt comfortable with that slate of officers.
 - i. Shaffer made a motion to appoint the slate of officers listed above.
 - 1) O'Rourke Seconded the motion.

[Action]

2) The motion carried.

6. Adoption of Bylaws **[Action]**
 - a. This action was deferred. Nonetheless, the Committee discussed the sample bylaws provided by EGLE. The Committee made several alterations to the sample bylaws. Staff will incorporate those changes and present them to the Committee at the next meeting.
7. Adoption of the Workplan **[Action]**
 - a. Staff anticipated receiving a sample workplan from EGLE prior to the meeting but did not. Staff intends to bring a work plan to the next meeting.
8. 2025 Meeting Scheduling Discussion **[Action]**
 - a. After a brief discussion, the Committee decided to meet on the third Tuesday of each month going forward. The Committee will meet in person once each quarter and virtually the other two months in each quarter. Staff will distribute a public notice with the meeting dates and times for 2025.
9. Representative Comments
 - a. None made.
10. Adjournment **[Action]**
 - a. The meeting was adjourned at 2:05pm.

Next Meeting: January 21 (Virtual)