



**CITY OF MADISON HEIGHTS**

**CITY HALL - MADISON ROOM, 300 W. 13 MILE RD.**

**ENVIRONMENTAL CITIZEN'S COMMITTEE MEETING AGENDA**

**JANUARY 09, 2025 AT 10:00 AM**

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**CALL TO ORDER**

**ROLL CALL**

1. Excuse Absences (if applicable)

**ADDITIONS/DELETIONS**

**APPROVAL OF MINUTES**

2. Draft Minutes of 10/10/24

**MEETING OPEN TO THE PUBLIC**

**REPORTS**

3. Financial Update - Escrow Account
4. Part 115 Materials Management Plan - General Update
5. Seed Library - General Update
6. Upcoming Board Events - General Update
7. Food Composting - General Update

**UNFINISHED BUSINESS**

8. ECC Mini-Grant Program

**NEW BUSINESS**

9. Arbor Day Celebration

**ADJOURNMENT**

NOTICE: Persons with disabilities needing accommodations for effective participation through electronic means in this meeting should contact the City Clerk at (248) 583-0826 or by email: [clerks@madison-heights.org](mailto:clerks@madison-heights.org) at least two working days in advance of the meeting. An attempt will be made to make reasonable accommodations.

Regular Meeting  
 Environmental Citizens Committee  
 Madison Heights, Michigan  
 October 10, 2024

A Regular Meeting of the Environmental Citizens Committee was held on Thursday, October 10, 2024, at 10:00 AM at City Hall - Executive Conference Room, 300 W. 13 Mile Road, Madison Heights, MI 48071

Present: Chairman Salley and Members: Ms. Bartleman, Ms. Bowen, and Ms. Studtmann

Absent: Ms. Fox, Ms. Porter, and Councilor Rohrbach

Also Present: Director of Public Services Ballantine and Deputy Clerk Boucher

Chair Salley called the meeting to order at 10:00 a.m.

**ECC 22-24. Excuse member(s)**

Motion made by Ms. Bartleman, Seconded by Ms. Bowen, to excuse Ms. Fox and Councilor Rohrbach from today's meeting.

Voting Yea: Bartleman, Bowen, Studtmann, and Salley  
 Motion Carried.

**ECC 23-24. Additions/Deletions**

Motion made by Ms. Bartleman, Seconded by Ms. Studtmann, to add the smashing pumpkins with composting.

Voting Yea: Bartleman, Bowen, Studtmann, and Salley  
 Motion Carried.

**ECC 24-24. Minutes**

Motion made by Ms. Bowen, Seconded by Ms. Studtmann, to adopt the minutes from the Regular Meeting of 2024 as presented.

Voting Yea: Bartleman, Bowen, Studtmann, and Salley  
 Motion Carried.

**ECC 25-24. Meeting Open to the Public**

No public were present who wished to speak.

**ECC 26-24. Financial Update - Escrow Account**

Regular Meeting  
Environmental Citizens Committee  
Madison Heights, Michigan  
October 10, 2024

Director of Public Services Ballantine confirmed there's \$13,369.01 in the escrow account.

**ECC 27-24. Part 115 Materials Management Plan**

Director of Public Services Ballantine provided a brief update on the Part 115 Materials Management Plan. The plan will be at the Oakland County Board and Commissioner level for the next six (6) months. They will involve the cities, villages, and townships thereafter.

**ECC 28-24. Upcoming Board Events – General Update**

Director of Public Services Ballantine stated that the Environmental Citizens Committee (ECC) will have a tent at the “Annual Tree Lighting” ceremony on Monday, November 25<sup>th</sup>. The ECC will continue to have a table at the “Run for the Health of It: 5K Run and Walk” each year.

**ECC 29-24. Food Composting – Update**

Director of Public Services Ballantine reminded that the food compost is picked up biweekly on Wednesdays. The Wixom Department of Public Works (DPW) provides a compost processing facility for Spurt Industries. Residents may learn more at [info@spurtindustries.com](mailto:info@spurtindustries.com) and/or [Madison-heights.org/foodscraps](http://Madison-heights.org/foodscraps). Priority Waste provides one hundred (100) yards of compost every spring in April. Madison Heights partnered with My Green Michigan to provide foods scrap composting to our residents. This pilot program consists of single drop-off location at the Department of Public Services (DPS) and it ends the first week of December. Starbucks and Chipotle in Madison Heights also participate in the My Green Michigan – Food Waste Recycling. The Great Pumpkin Roll Down is on Friday, November 1<sup>st</sup> from 6 – 7 p.m. at Civic Center Park. Recycling and trash cart rollout is postponed because the Refuse Services contract expires in May 2025.

Ms. Bartleman found my Eco World Compostable Waste Bags from Costco to share with the committee. She informed the members that St. John’s Royal Oak – Episcopal Church is hosting a Food Waste and Composting on Wednesday, October 16<sup>th</sup> at 7 p.m. and more information can be found at [stjohnsroyaloak.org](http://stjohnsroyaloak.org). Ms. Bartleman suggests sending notices for the Lamphere Schools to give to their students by contacting Ms. Rachel Harwell.

Ms. Studtmann informed the members that the Detroit Zoo offers free holiday light recycling program to individuals and families.

**ECC 30-24. New Business**

Director of Public Services Ballantine will provide the committee with the total amount of money awarded, forms, and guidelines from last year. The application process and deadline criteria were due in February last year. The ECC met on April 2<sup>nd</sup> & 20<sup>th</sup>, 2023 to review and award the mini grants. The next ECC meeting is scheduled for January 9, 2025.

Ms. Bartleman suggests the applicants provide pictures as proof of updates on how their mini grant money was spent. She proposed gift certificates from Plant Sales as a type of award money. Ms. Bartleman nominates Ms. Bowen, Ms. Fox, and Ms. Studtmann as members of the subcommittee for the ECC Mini Grant Program.

**ECC 31-24. Adjournment**

There being no further business, Chair Salley adjourned the meeting at 11:10 a.m.

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Phommady A. Boucher  
Deputy City Clerk

01/07/2025 10:20 AM  
User: seanballantine  
DB: Madison Heights Dotn

GL ACTIVITY REPORT FOR CITY OF MADISON HEIGHTS  
FROM 705-000-295-7000 TO 705-000-295-7000  
TRANSACTIONS FROM 07/01/2024 TO 06/30/2025

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Date	JNL	Type	Description	Reference #	Debits	Credits	B	Item 3.
Fund 705 ESCROW								
07/01/2024			705-000-295-7000 ENVIRONMENTAL CITIZEN COMMITT		BEG. BALANCE			0.00
07/01/2024	GJ	JE	REV WILDTYPE INVOICE #FM10356 ACCRUA	11061515		337.50		(337.50)
07/01/2024	GJ	JE	REVERSE MANUAL JOURNAL ENTRY: 110616	11061668		13,369.01		(13,706.51)
08/12/2024	AP	INV	WILDTYPE	FM10356	337.50			(13,369.01)
06/30/2025			705-000-295-7000	END BALANCE	337.50	13,706.51		(13,369.01)