

THE KEWEENAW'S FIRST WASTE REDUCTION DRIVE

The Michigan Technological University Sustainability Demonstration House

I. SUBJECT

The purpose of this document is to propose a plan and procedure for the Michigan Technological University (MTU) Sustainability Demonstration House's (SDH) Event: the Keweenaw's First Waste Reduction Drive. The proposed plan and procedure adhere to the current social distancing protocols and works to maximize the health and safety of all volunteers and participants.

II. CURRENT STATE OF THE KEWEENAW

As of Friday June 5, it was announced that the Upper Peninsula of Michigan will move into Phase 5 of Governor Whitmer's reopening plan on June 10, 2020. This plan includes the following:

- Starting on June 10, regions 6 and 8, which includes much of northern Michigan and all of the Upper Peninsula, will begin the reopening of salons, movie theaters, and gyms.
- On June 15, personal services including hair, massages, and nails will reopen statewide.
- Indoor social gatherings and organized events of up to 50 people are permissible.
- **Outdoor social gatherings and organized events are also allowed if people maintain six feet of distance from one another and the gathering consists of no more than 250 people.**
- Outdoor performances and sporting venues will be open with a larger capacity limit of 500.

III. PROPOSED DATE

The MTU SDH's waste reduction drive event is scheduled for Saturday, June 27th from 9am – 3pm.

IV. PROPOSED LOCATION

The proposed location for the Keweenaw's First Waste Reduction Drive is the Lot 24 parking lot on MTU's campus. An aerial image of this parking lot is shown below in Figure 1. If we are unable to hold the event on MTU's campus, our backup location is the Huron Street Waterfront Park in Houghton. Holding the drive at this location on 6/27 was approved by Eric Waara, the city manager of Houghton.

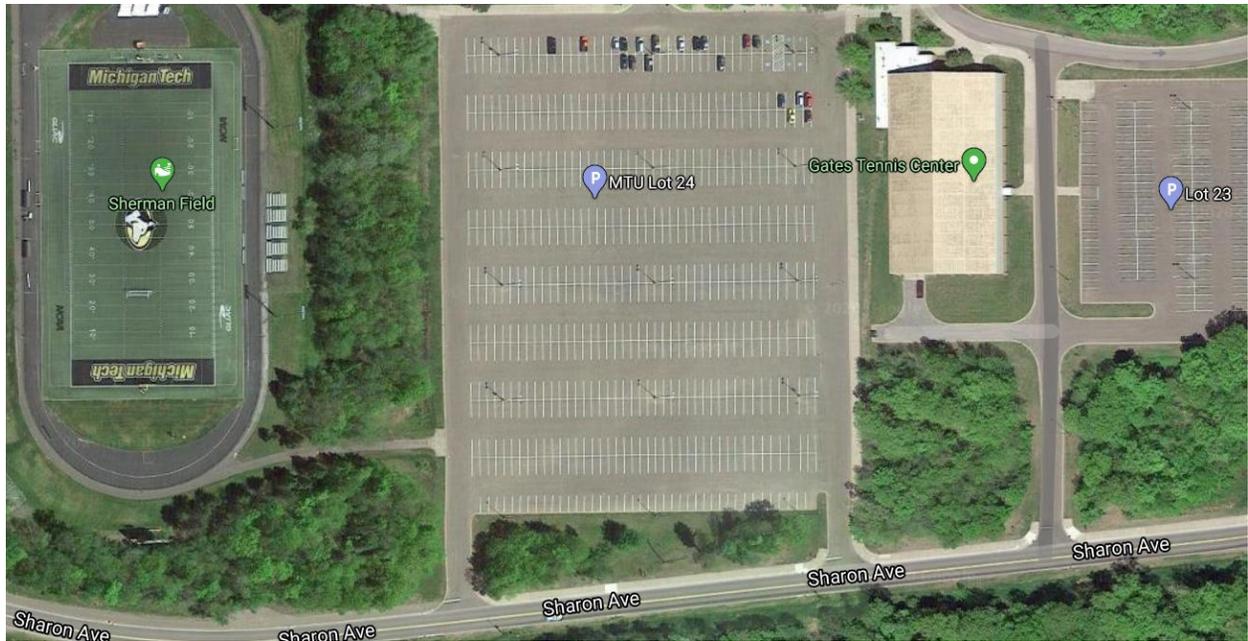


Figure 1. Lot 24 Located on MTU's Campus

V. SETUP

Setup will include putting cardboard collection boxes on site. MTU Public Safety will provide and setup orange traffic cones to direct traffic. A 12' x 12' popup tent will also be provided by MTU to provide shade for volunteers. Additionally, all volunteers will have the appropriate PPE and disinfectants (hand sanitizer, Lysol wipes) on hand.

VI. PROPOSED EVENT DESCRIPTION

To minimize person-to-person contact and to prevent groups from forming, the MTU SDH's waste reduction drive event will be setup as a drive-through. Participants will have the opportunity to drive into the Lot 24 parking lot through the east-most entrance, drop their waste items into the respective collection boxes (through their vehicle's window), and drive out of the lot through the west-most entrance. To prevent congestion and backups, only one vehicle at a time will be allowed to pull up to the Lot 24 collection site. If multiple vehicles arrive at the same time, they will be directed to park in a designated parking spot until it is their turn. A minimum of three volunteers will be on site to run the event. Figure 2 below displays a layout of the drive-through event.



Figure 2. Layout of drive-through for the waste reduction drive event

VII. VOLUNTEERS

A minimum of three volunteers will be present on site to run the event. The morning of the event, all volunteers will perform a self-check for Covid-19 symptoms. Any volunteers experiencing any of the Covid-19 symptoms will not be allowed to assist with the event. Below is a description of the responsibilities and protocols that each volunteer will follow.

Volunteer #1: directs traffic coming in; informs participants how collection will work.

- Volunteer will wear all required PPE: nitrile gloves, face mask
- Volunteer will maintain 6' of space between him/herself and the vehicle

- Volunteer will avoid touching participants and their vehicles
- Volunteer will have hand sanitizer and disinfectant wipes on hand for him/herself and participants

Volunteers #2 & #3: handles collection items; directs traffic where to exit

- Volunteer will wear all required PPE: nitrile gloves, face mask
- Volunteer will maintain 6' of space between him/herself and participants at all times
- If participant requests assistance unloading waste items from vehicle, volunteer will do the following:
 - Maintain 6' of space between him/herself and the participant(s)
 - Sanitize any vehicle touch points with disinfectant wipe
 - Sanitize gloves (either with hand sanitizer or disinfectant wipe) after handling a participant's waste items
- Volunteer will have hand sanitizer and disinfectant wipes on hand for him/herself and participants

VIII. COLLECTION PROCEDURES

The five waste items (batteries, plastic bags, granola bar wrappers, plastic bottle caps and rings, and egg cartons) will be collected in large cardboard boxes on site. There will be a total of five boxes on site, one for each item, with clear labels indicating which items the box is designated for. One vehicle will be allowed to drop-off collection items at a time. Participants can choose to drop-off their waste items in one of three ways:

- Drive-through 1: participants drive up to the Lot 24 collection site in their vehicles and drop their waste items through their vehicle's window into the respective collection box.
- Drive-through 2: participants drive up to the Lot 24 collection site and hand their collection items to a volunteer through their vehicle's window.
- Park & unload: participants drive up to the Lot 24 collection site, park their vehicles, exit their vehicles, and unload their waste items into the respective collection boxes.

As discussed earlier, volunteers will practice social distancing while assisting participants and will wear the appropriate PPE.

IX. MISCELLENOUS:

Pins that state, "I participated in the Keweenaw's first waste reduction drive" will be available for all participants. Each pin will be wiped down with a disinfectant wipe before being handed to participants. Hand sanitizer and disinfectant wipes will be available on site for volunteers and participants.

X. STORAGE OF DRIVE ITEMS:

Directly after the drive is complete, the three volunteers will load up the five boxes into one of their personal vehicles. The boxes will be brought directly to the MTU Sustainability Demonstration House and will be stored immediately in the lower portion of the garage. Volunteers will wear PPE throughout transportation and storage. Once the boxes are safely stored in the garage, the volunteers will wipe down the interior of the vehicle that was used for transport with disinfectant wipes. After this is complete, volunteers will properly dispose of their gloves and face masks.

The volunteers will start sorting through the collection items after they have sat in the SDH garage for a minimum of two weeks. Volunteers will wear nitrile gloves while sorting through the materials. After the items have been sorted, they will be sent to their respective recycle/reuse location.