

ONONDAGA COUNTY RESOURCE RECOVERY AGENCY

October 10, 2018 BOARD MEETING MINUTES

Board Members Present:	J. Copanas, K. Dodson, J. Driscoll, T. Geiss, L. Klosowski, D. Lawless, J. Lyons, B. Page, J. Powers, T. Glazier, M. Reilly, J. Thomas
Board Members Absent:	R. Raman
Also Present:	B. Bulsiewicz, M. Cirino, D. Glance, M. Mokrzycki, A. Radin, K. Lawton, K. Spillane, R. Czerwiak, C. Alunio
Guests:	

The October 10th Board Meeting was called to order at 4:00 p.m.

The September 12th Minutes of the Board were approved as submitted and filed.

The **EXECUTIVE DIRECTOR REPORT** was presented by D. Glance. Copies of the report were distributed and discussed.

D. Glance updated the Board on OCRRA's 2019 Agency goals.

Stronger efforts will be made into strategic investments within MSW, recycling and compost.

In 2018 the compost program had really improved in both sales and general operations.

Modernizing the recycling industry from a local level will need to be further analyzed.

K. Dodson has formally resigned from the Board of Directors. His term will end at the end of December 2018.

K. Dodson was a member of the full Board as well as the Recycling, and Finance Committees. He was also the Board Treasurer.

A plaque was presented to K. Dodson in honor of his service to OCRRA.

J. Copanas added – That K. Dodson's dedication and contributions to the Agency will be missed.

K. Dodson commented that he enjoyed his time with the Agency and he will miss his time here at OCRRA.

The **TREASURER REPORT** was presented by K. Dodson. Copies of the report were distributed and discussed.

August was a strong month.

Tipping fees and metal revenues were ahead of budget.

Electricity rates were at 2.84 c/kwh.

Due to increased materials coming into the facility, electricity revenues were up.

The Agency met its contractual maximum for recycling costs during August. The maximum to be paid amount was \$370K.

Cash out flow for August was \$85K.

Agency cash balance at the end of August was \$6.92M – \$46.27M last year.

Expenses are on budget.

The Agency's net position is lower than last year.

M. Mokrzycki added that considering the loss that OCRRA had with Feher, the Agency is doing well.

The Agency has requested a capacity increase from the DEC. OCRRA has not yet received a response.

The **RECYCLING AND OPERATIONS COMMITTEE** was presented by J. Lyons.

Copies of the report were distributed and discussed.

J. Heath from GHD attended the committee meeting to give the final analysis report on OCRRA's compost operation.

Three other facilities were used in the comparison.

Facility A had one large yard waste composting site, with a smaller yard waste processing site and a food waste processing site. Facility B had one large yard waste processing site and two small yard waste processing sites; no food waste processed. Facility C was a bio solid composting facility only.

Final analysis was that OCRRA's compost program is very comparable to the other sites, in staffing, cost and operation.

K. Lawton updated the committee on recent public service campaigns.

OCRRA's new engineer is doing well.

Resolution Authorizing Further Extension of Material Recovery Facilities Contract was distributed and discussed.

A contract Brief was also distributed and discussed.

This Resolution was motioned by J. Lyons and seconded by T. Geiss

B. Page asked if the Agency would be responsible to pay amounts over the \$49 fixed amount.

B. Bulsiewicz responded that the \$49 is a fixed amount. Any amount due, over the \$49 would be the responsibility of the MRF. If the amount over becomes too much for the MRF to absorb, the contract would likely be terminated.

B. Page asked if newspaper was still relevant in the recycling stream.

D. Glance responded – Newspaper is the category. 50% of what’s in the recycling ‘basket’ is paper. It used to sold as ONP, (Old News Print) it’s now sold as mixed paper.

A.Radin continued – There is no exact numeric portion of newspaper in recycling, however it is known that the county is receiving 7,000 less tons per year of newspaper since the paper started only coming out 3 times a week.

Resolution #2151 was adopted 11 Ayes 0 Nays 0 Abstain

Resolution Authorizing Executive Director to Lease/Purchase a Loader was distributed and discussed.

This Resolution was motioned by J. Lyons and seconded by L. Klosowski

Resolution #2152 was adopted 11 Ayes 0 Nays 0 Abstain

The **ADMINISTRATION COMMITTEE** was presented by M. Reilly. Copies of the report were distributed and discussed.

The committee discussed revisions to the Employee Handbook, the purchase of a loader and the Finance committee’s Resolution to lease purchase the loader.

The committee also discussed the OCRRA Budget.

The Resolution Adopting Tipping Fees and Related Charges for Fiscal Year 2019 and the Resolution Adopting an Agency Budget for Fiscal Year 2019 was amended.

The tipping fee was reduced to \$95 and the C&D (Construction and Demolition) fees were increased to \$52.

This increased the use of OCRRA reserves to \$340K.

The Agency has been working closely with the county to help offset the county recycling costs. There are still discussions in place, but as of now there has been no county relief.

Resolution Adopting Tipping Fees and Related Charges for Fiscal Year 2019 copies of the original Resolution and the Amended Resolution were distributed and discussed.

The original Resolution was motioned by M. Reilly and seconded by L. Klosowski

The Resolution #2153 was adopted 11 Ayes 0 Nays 0 Ayes

The Amended Resolution was motioned by M. Reilly and seconded by T. Geiss

The Resolution #2153A was adopted 11 Ayes 0 Nays 0 Ayes

M. Mokrzycki added – OCRRA works to keep the tipping fee low to minimize the impact on the residents, however with the current recycling markets OCRRA needs to raise revenues to cover that cost.

The process to vote on an Amended Resolution: The original Resolution is read. There is a motion and a second. There is discussion if necessary. Then, there is a vote which is recorded. The Amended Resolution is read. There is a motion and a second. There is discussion if necessary. The Amended

Resolution is then put to vote and recorded. The original and the Amended Resolutions have the same number, with an “A” after the Amended number.

Resolution Adopting an Agency Budget for Fiscal Year 2019 copies of the original Resolution and the Amended Resolution were distributed and discussed.

The original Resolution was motioned by M. Reilly and seconded by K. Dodson

The Resolution #2154 was adopted 11 Ayes 0 Nays 0 Abstain

The Amended Resolution was motioned by M. Reilly and seconded by K. Dodson

The Resolution #2154A was adopted 11 Ayes 0 Nays 0 Abstain

Resolution Authorizing Amendment to the Agency’s Employee Handbook copies of the Resolution were distributed and discussed.

This Resolution was moved by M. Reilly and seconded by T. Geiss

Changes included: available health plans to non-union new hires, vacation/personal/sick leave, and the.

Vacation leave - After an employee has completed 6 months at OCRRA they will have access to 5 days leave. Previously there were no available vacation days during the first year of employment.

Personal leave – After an employee has completed 6 months at OCRRA they will have access to 1 day of leave.

Sick leave – Currently sick time can accumulate to 130 days. The proposed changed will allow accumulation to 165 days, which is what Onondaga County allows. Cash payments to employees who do not take sick time is also being raised.

Health coverage - will mandate all new, non-union Agency hires will have access to a high deductible health plan.

These changes apply to all employees unless the Union contract supersedes the language.

J. Lyons asked what HSA stood for.

M. Mokrzycki responded that HSA is a Health Savings Account and is used in conjunction with high deductible health plans to help offset deductibles. Pretax dollars are used to build the account.

The Agency uses Summit Federal Credit Union for the HSA accounts as well as general banking.

If the employee wishes to use an HSA they will have to use Summit Federal Credit Union.

The Agency will contribute to the employee HSA account.

J. Lyons is uncomfortable with mandating the use of one specific bank for the HSA account.

M. Mokrzycki explained that the Agency bank is Summit. Agency contributed funds will go in to Summit. To offer contributions to several banks would be costly to the Agency. Employees are not charged to open a Summit account and are guaranteed access.

M. Mokrzycki offered to have a Summit Federal Credit Union Representative give a presentation on the program if the Board requests it.

At the end of the year, all contributed monies will be rolled into the following year.
The Resolution #2155 was adopted 9 Ayes 0 Nays 1 Abstain

The **AUDIT COMMITTEE** was presented by J. Powers. Copies of the report were distributed and discussed.

M. Cirino has been working on the code of ethics training for OCRRA staff, as well as the risk assessment.

The Audit committee will be meeting again in November.

Resolution Further Amending the OCRRA Audit Committee Charter copies of the Resolution were distributed and discussed.

The Resolution was moved by J. Powers and seconded by M. Reilly

The Resolution #2156 was adopted 9 Aye 0 Nays 0 Abstain

The **FINANCE COMMITTEE** was presented by D. Lawless. Copies of the report were distributed and discussed.

The Finance committee met directly before today's Board meeting to discuss the lease purchase of a loader and to authorize investments with Global Capital Markets.

Both items were approved and moved to the full Board.

CLOSING

The RCR consolidation project permit was issued by the DEC, with no revisions required.

The project is on schedule.

B. Page asked what the next step would be.

D. Lawless responded that the Agency still has some final design work to complete. Once the final design is approved the project will go out to bid.

Construction is scheduled to begin in the spring of 2019.

K. Dodson asked when the bonding will take place.

D. Lawless responded – bonding will take place prior to bidding. Hopefully this winter.

J. Copanas commended the Agency for all of its efforts with the consolidation project as well as their

continuous involvement with the recycling crisis and trying to find a solution to the continuing issue.

The meeting was adjourned at 5:20 p.m.

Board Minutes were taken by R. Czerwiak