

# ONONDAGA COUNTY RESOURCE RECOVERY AGENCY

## November 14, 2018 BOARD MEETING MINUTES

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

The November 14th Board Meeting was called to order at 4:00 p.m.

M. Mokrzycki informed the Board of an error in the Board minutes regarding Agency cash. A correction was made.

The October 10<sup>th</sup> Minutes of the Board were approved with the correction and filed.

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

D. Glance thanked the Board members for their attendance at tonight's meeting. There is a large agenda.

Two former Board members have been elected to the NYS Senate, Rachel May and Bob Antonacci.

D. Glance included a link to an audit that Bob Antonacci had done during his term with OCRRA. He is very familiar with OCRRA.

Rachel May had served as OCRRA's Vice Chair and Recycling and Operations Chair. She also chaired the Greenhouse Gas Committee.

A. Radin and D. Glance were to give testimony in Albany in regard to the Recycling crisis. This has been canceled due to weather.

A. Radin has completed a survey of other local Municipalities, excluding NYC and identified that an additional (approximately) \$42 million was going to be needed from other solid waste planning units in order to maintain recycling.

The DEC reports that approximately 4 million tons of recyclables are processed each year in NYS. There is not enough capacity to process that amount of recycling as waste. Recycling must be maintained.

During the testimony in Albany D. Glance and A. Radin had planned to encourage the Assembly and the Senate within the upcoming budget to continue strong funding for recycling in the Environmental Protection Fund and in addition provide direct cash assistance to Municipalities or planning units that are struggling to maintain recycling programs during this market downturn.

That testimony will be provided in the future.

Covanta has updated OCRRA on NYSIO (New York State Independent Operator) is looking into alternative mechanisms to capture the cost of greenhouse gas omissions or carbon with electricity.

Tony Farella, OCRRA's Enforcement Officer will be retiring at the end of this year.

OCRRA will be hiring someone for Tony's position.

Ted Pease, OCRRA's heavy equipment crew leader will be retiring at the end of this year.

OCRRA will be hiring someone for Ted's position.

Ryan Hart, OCRRA's information aide has graduated college and will be taking on another position outside the Agency.

The **TREASURER REPORT** was presented by M. Mokrzycki. Copies of the September report were distributed and discussed.

Electricity rates remain higher than anticipated.

September was the Agency's first month with no recycling costs. Recycling payments will resume in November and December.

Cash in-flow was \$1.5 million in August.

Agency cash balance was \$8.44 million for the end of September. \$8.36 million the prior year.

Full contractual damages levied against a hauler are listed in the year to date income statement. The Agency has since reached a settlement. The revenue listed on the statement will be reduced once the settlement is complete.

\$350,000 will be due for Recycling in November and December.

D. Glance mentioned that the Clear Waters Magazine that had been distributed to the Board at the beginning of the meeting contains an article praising the benefits of OCRRA compost.

OCRRA has had several large orders for compost in 2018.

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

Copies of the report were distributed and discussed.

The Agency has received the insurance payment for the compactor that had been damaged in a fire.

OCRRA currently has two working compactors.

The Agency will be meeting with The Town of Camillus to negotiate costs for disposal of C&D over the current contracted tonnage amounts.

The Committee will be discussing the West Rock contract at a future meeting.

There will not be a Recycling and Operations Committee meeting in November due to the holiday. The violation notices that OCRRA had received from the DEC in August for RCR and Ley Creek for the storm water results have been resolved.

The final design process for RCR has begun.

The Agency will be gathering information to hire a Bond Counsel for the RCR consolidation project.

The Agency also discussed alternative uses for ash waste. Tests have been submitted. Once the results have been received OCRRA will discuss with DEC a better way to utilize the ash.

The compost study completed by GHD was tabled until after the New Year.

The Committee will also be discussing strategic recycling material management in the future.

**Resolution Amending Contract to Conduct Household Hazardous Waste Collection** copies of the Resolution were distributed and discussed.

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

R. Raman requested that the contracted vendor be listed in the RESOLVED portion of the Resolution.

A friendly amendment will be made.

Resolution #2157 was adopted 10 Ayes 0 Nays 0 Abstain

**Resolution Urging NYS Legislature to Increase Recycling and Reduce Municipal Waste Management Costs by Expanding the NYS Returnable Container Act** copies of the Resolution were distributed and discussed.

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

R. Raman asked D. Lawless for his opinion on this Resolution.

D. Lawless responded that he is against glass in the Blue Bin because it goes to the landfill as alternative daily cover. Any glass items that can be returned (like the beer and soda bottles) is better than a landfill.

Resolution #2158 was adopted 10 Ayes 0 Nays 0 Abstain

**Resolution Authorizing Extension of Contract for Advertising Agency Services** copies of the Resolution were distributed and discussed.

This Resolution was moved by J. Lyons and seconded by J. Powers.

T. Geiss asked if the 29% cap was removed from the creative services, does that mean that there is no cap at all.

B. Bulsiewicz responded that in the current year there will be a greater need for creative services. In the past, due to budget constraints, OCRRA was unable to do new creative advertisements on a significant scale. OCRRA had been running the same ads year after year. With the expanded 2019 budget OCRRA will have the opportunity for creative design using new mediums the Agency has not used in recent years. This will require a larger investment in creative services. With an increased Public Services budget, that 29% cap is not necessary.

The Board has requested that K. Lawton, the Public Information Officer, update the Committee with information as to how the Public Services budget with Pinckney Hugo is being allocated.

D. Glance agreed that K. Lawton would report quarterly, at the Recycling and Operations Committee meetings with both development of creative, placement and frequency of placement spending amounts.

J. Lyons added that the detail in which K. Lawton reports the budget allocation for Public Service is very good.

R. Raman asked what the terms were for this contract.

D. Glance responded that this was for a one year extension.

Resolution #2159 was adopted 10 Ayes 0 Nays 0 Abstain

D. Glance distributed OCRRA's new Recycling brochures.

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

The Committee discussed the lease purchase of a new loader. This was the last of the 2019 Capital Program items.

OCRRA did investigate options for bank financing versus dealer financing. There was no benefit to dealer financing.

The first of the Agency Treasury Bonds investments has been completed.

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

The Committee discussed the changes within the Hauler Contracts.

OCRRA will begin scheduling meetings with Haulers this week.

The Committee discussed the changes to the Employee Handbook.

The Committee discussed the report of the Nominating Sub-Committee. It was confirmed that J. Copanas was recommended for Board Chair, T. Geiss would serve as Vice Chair, D. Lawless as Treasurer, M. Farrell as Assistant Agency Secretary and R. Czerwiak as Agency Secretary.

Ballots were distributed and completed by each Board member.

**Resolution Adopting Agency Hauler Operating By-Laws and Authorizing Executive Director to Enter Into Agreements with Haulers in Compliance Therewith** copies of the Resolution were distributed and discussed.

This Resolution was moved by M. Reilly and seconded by R. Raman.

Resolution #2160 was adopted 11 Ayes 0 Nays 0 Abstain

**Resolution Authorizing Amendment to Appendix D of the Agency's Employee Handbook – Relating to the Agency's Workplace Harassment Policy** copies of the Resolution were distributed and discussed.

This Resolution was moved by M. Reilly and seconded by R. Raman

A friendly was amendment was made to clarify *any* person doing business with OCRRA, not just employees.

Resolution #2161 was adopted 11 Ayes 0 Nays 0 Abstain

**Resolution Authorizing Hiring of Bond Counsel to Assist in Agency Bond Financing** copies of the Resolution were distributed and discussed.

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

B. Paged asked for clarification on what purpose the Bond Counsel has.

B. Bulsiewicz responded that Bond Counsel assists the Agency in drafting all bonding documents necessary for closing. They also meet with the rating Agency, interfacing with the Bond insurers, and working closely with the underwriters. They also monitor when Bond sale occurs to make sure that everything has been completed properly.

M. Reilly mentioned the importance of Bond Counsel to maintain momentum with the RCR Consolidation Project.

B. Page asked if the \$75,000 listed on the Resolution covered the entire process.

B. Bulsiewicz responded that the \$75,000 covers the entire process minus travel costs.

Resolution #2162 was adopted 11 Ayes 0 Nays 0 Abstain

**Resolution Authorizing Executive Director to Purchase Worker's Compensation Insurance Policy for the Agency for One (1) Year Period Beginning January 1, 2019** copies of the Resolution were distributed and discussed.

The Resolution was moved by M. Reilly and seconded by R. Raman.

The Board discussed the pros and cons of having a Broker assist in the Vendor choosing of Compensation Insurance.

Resolution #2163 was adopted 1- Ayes 0 Nays 0 Abstain

**Resolution Authorizing Agency's Executive Director to Continue Work by Consulting Engineers on Design Phase V of the Rock Cut Road Transfer Station Upgrades and Expansion Related to Consolidation of Operations** copies of the Resolution were distributed and discussed.

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

An Amendment will be made to the not to exceed amount on the Resolution Brief to read \$30,000.00, which will match the language in the Resolution.

Resolution #2164 was adopted 10 Ayes 0 Nays 0 Abstain

**Resolution Electing OCRRA Officers for 2019** copies of the Resolution were distributed and discussed.

R. Czerwiak stepped out to tally the votes.

D. Glance updated the Board – GHD will present an update the Board at the meeting in January.

J. Copanas updated the Board – The Governance met today prior to the Board meeting.

There will be a strategic planning session in January. The first meeting will feature experts to offer advice regarding recycling and other areas.

The second meeting will be to formulate a plan using the advice and ideas compiled from the first meeting.

The meetings would be at M. Reilly's office in Syracuse.

The Resolution was moved by M. Reilly and seconded by R. Raman.

J. Copanas approved as Board Chair 12 Ayes 0 Nays 0 Abstain

T. Geiss approved as Vice Board Chair 12 Ayes 0 Nay 0 Abstain

D. Lawless approved as Treasurer 12 Ayes 0 Ayes 0 Abstain

R. Czerwiak approved as Agency Secretary 12 Ayes 0 Nays 0 Abstain

M. Farrell approved as Assistant Agency Secretary 12 Ayes 0 Nays 0 Abstain

A motion was made by J. Copanas and seconded by D. Lawless. By unanimous consent the Board entered into Executive Session to discuss legal matters. Resolution #2166 was adopted.

Executive Session began at 5:15 pm

Board Adjourned at 5:40 pm

Board Minutes were taken by R. Czerwiak