

**ONONDAGA COUNTY RESOURCE RECOVERY AGENCY**

**100 Elwood Davis Rd., N. Syracuse NY 13212**

**March 11, 2020 BOARD MEETING MINUTES**

<b>Board Members Present</b>	<b>J. Copanas, A. Bianchetti, T. Geiss, B. Page, J. Thomas, J. Driscoll, D. Lawless, L. Klosowski</b>
<b>Board Members Absent:</b>	<b>R. Raman, T. Glazier, B. Andrews, Y. Abdul-Qadir, R. Raman</b>
<b>Also Present:</b>	<b>M. Cirino, D. Glance, M. Mokrzycki, A. Radin, K. Lawton, R. Czerwiak, C. Alburnio, J. Gascon Esq., K. Spillane</b>
<b>Guests:</b>	

The March 11, 2020 Board Meeting was called to order at 4:00 p.m.

Attendance of the Board was taken – quorum is not present. The meeting will proceed with all non-quorum necessary business. After all members are in attendance; voting will commence.

The February minutes will be reviewed after quorum is present.

D. Glance presented the **EXECUTIVE DIRECTOR’S** report. Copies of the report were distributed.

D. Glance distributed the latest issue of National Geographic, which highlighted trash on a global scale.

With the significant impact of COVID-19, D. Glance updated the Board on the contingency plans the Agency has set in place. OCRRA has stayed in close contact with the County to ensure that essential services remain available to the public.

D. Glance updated the Board on the current status of the Agency budget. OCRRA is in line with what was approved for the 2020 year. OCRRA’s Fiscal Year (FY) budget came in slightly higher than what was adopted in October 2018, not recognizing the state reimbursement revenue which was not budgeted. FY2020 was adopted drawing upon reserves, and while OCRRA is in-line with FY2020 as adopted now, The Agency anticipates even lower electricity rates and other revenues than conservatively budgeted, presenting more challenges for this fiscal year.

D. Glance shared that J. Copanas, A. Radin, K. Lawton and herself presented the OCRRA Recycling 2020 report to the Onondaga County Legislature Environmental Protection Committee earlier that day. The report was well received and OCRRA will have continued dialogue with County leaders regarding the challenges of recycling markets.

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With quorum present, the February meeting minutes were reviewed, moved by D. Lawless, seconded by J. Driscoll, and approved as submitted.

The **TREASURER** report was presented by B. Page. Copies of the report were distributed.

Tip fee revenue was slightly higher. Electricity prices were down. The cost of recycling remains high.

B. Page and M. Mokrzycki have been working with Board members to adjust the Treasurer report to include more information based on their input. One item that has been added is future projections.

B. Page asked for further input from the Board.

Repair and maintenance costs continue to be up due to the construction delays at RCR.

J. Copanas asked if the Agency was on budget for the month?

January had been budgeted for a loss. B. Page responded that January had ended better than what was in the budget.

A. Bianchetti asked if a seasonality comparison could be added to the Treasurer report.

B. Page responded that a trend line had been added to the Treasurer report, which goes back four years.

#### The **AUDIT COMMITTEE**

J. Thomas introduced Grossman St. Amour to give the yearly Audit presentation.

Michael Lisson and Mark R. Ciaralli from Grossman St. Amour presented the Audit summary to the Board. Copies of the report were distributed.

The Audit went exceptionally well. A clean Audit was reported.

**Resolution #2227 – Resolution Approving Audit of Onondaga County Resource Recovery Agency for Calendar Year 2019** was moved by J. Thomas and seconded by L. Klosowski.

The Resolution as adopted 8 Ayes, 0 Nays, 0 Abstain.

The **ADMINISTRATION COMMITTEE** report was presented by D. Lawless. Copies of the report were distributed.

The committee met on February 25, 2020.

The committee discussed the investment report and policies. It was agreed that the Agency would drop the Employed Lawyer Professional Liability coverage, as OCRRA no longer has full-time in-house legal counsel.

The committee discussed the insurance policies. The committee consensus was to move the corresponding resolution to the full Board for approval.

Total premium for the year will be \$218,255, plus a \$20,600 broker fee.

The committee discussed a change order resolution for the telecommunication lines at RCR. The committee consensus was to move the resolution to the full Board for approval.

The committee discussed a resolution for continued services through May 2020 with GHD for continued RCR construction oversight and support. The committee consensus was to move the resolution to the full Board for approval.

The committee discussed a change order resolution for the sanitary/leachate system at RCR. The committee consensus was to move the resolution to the full Board for approval.

The committee discussed a review of a potential new location for the OCRRA main offices. The area may allow for extending Agency services.

The committee discussed at RFP for legal services. The deadline for the responses for the RFP is March 24<sup>th</sup>. Opening of bids will take place just prior to the March 24<sup>th</sup> Administration committee meeting.

**Resolution #2228 – Resolution Approving Investment Guidelines and Investment Report of Onondaga County Resource Recovery Agency for Calendar Year 2019** was moved by D. Lawless and seconded by J. Driscoll.

The Resolution was adopted 8 Ayes, 0 Nays, 0 Abstain.

**Resolution #2229 – Resolution Authorizing Executive Director to Purchase Insurance Policies for the Agency for the Period Beginning April 1, 2020**, was moved by D. Lawless and seconded by L. Klosowski.

B. Page asked if this policy covered the WTE Facility.

D. Glance responded that this policy did not cover WTE or Workers Compensation. Those policies were separate.

The Resolution was adopted 8 Ayes, 0 Nays, 0 Abstain.

**Resolution #2230 – Resolution Authorizing Change Order For Telecommunications System to Rock Cut Road Transfer Station Modification Project** was moved by D. Lawless and seconded by T. Geiss.

The Resolution was adopted 8 Ayes, 0 Nays, 0 Abstain.

**Resolution #2231 – Resolution Authorizing Agency’s Executive Director to Extend Contract for Construction Oversight Services for Road Cut Road Transfer Station Modification Project** was moved by D. Lawless and seconded by A. Bianchetti.

The Resolution was adopted 8 Ayes, 0 Nays, 0 Abstain.

**Resolution #2232 – Resolution Authorizing Change Order for Immediate Necessary Repairs and Modifications to Rock Cut Road Sanitary/Leachate System** was moved by D. Lawless and seconded by L. Klosowski.

The Resolution was adopted 8 Ayes, 0 Nays, 0 Abstain.

The **RECYCLING AND OPERATIONS COMMITTEE** report was presented by L. Klosowski.

The committee had its meeting on February 19, 2020.

L. Klosowski began with the Resolutions.

**Resolution #2233 – Resolution Authorizing and Affirming Emergency Repair of Agency TANA Shedder** was moved by L. Klosowski and seconded by J. Driscoll.

The Resolution was adopted 8 Ayes, 0 Nays, 0 Abstain.

**Resolution #2234 – Resolution Authorizing Contract for Battery Sorting Services** was moved by L. Klosowski and seconded by T. Geiss.

The Resolution was adopted 8 Ayes, 0 Nays, 0 Abstain.

L. Klosowski updated the Board on the February 19<sup>th</sup> meeting of the Recycling and Operations Committee.

OCRRA is working with the NYSDEC to obtain a renewed Title V air permit that is required for major facilities based on federal standards. The Agency continues to wait for NYDEC to publish the draft permit for public comment.

A. Radin had updated the committee on the package EPR Bill that is currently in both the NYS Assembly and the Senate.

D. Glance and a select group from the Board and the Agency are planning an April 2<sup>nd</sup> tour of the Oneida-Herkimer Landfill/MRF.

The Onondaga County MRF continues to have a backlog of fiber materials that are unmarketable. A. Radin confirmed that mixed paper markets continue to remain depressed.

L. Klosowski announced that the March meeting of the Recycling and Operations committee will be canceled.

J. Copanas and D. Glance discussed the potential relocation property for Agency offices.

OCRRA's current office lease expires in 2022.

A. Bianchetti asked if there was a way for Pinckney Hugo to do some market research on how the public may feel/react with recycling decisions that will have to be made by the Agency/State in the future.

K. Lawton – That service is available through Pinckney Hugo, and within our contract, we can, if decided, reallocate money for market research.

D. Glance gave a brief update on the Agency's meeting with Murnane Builders.

J. Copanas made a motion to adjourn the meeting, seconded by D. Lawless.

Board Adjourned at 4:55 p.m.

Board Minutes were taken by R. Czerwiak