

**ONONDAGA COUNTY RESOURCE RECOVERY AGENCY
 VIRTUAL MEETING
 April 15, 2020 BOARD MEETING MINUTES**

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

The April 15, 2020 Virtual Board Meeting was called to order at 4:00 p.m.

Attendance of the Board was taken – quorum is present.

The March 11th meeting minutes were reviewed, moved by R. Raman, seconded by D. Lawless, and approved as submitted.

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

D. Glance updated the Board on OCRRA’s continual operational changes at Compost and Transfer facilities as well as efforts to communicate changes to the public.

D. Glance updated the Board on the hauler meeting that took place on April 10th. The Agency has received positive feedback from the haulers on that meeting.

The Agency continues to closely examine tonnage trends, and financial impacts due to COVID-19.

D. Glance encouraged Board members to attend next week’s Recycling and Operations committee meeting to further discuss Compost and Transfer Station operations and progress on the Rock Cut Road Transfer Station construction project.

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

Net position is down approximately \$500,000.

Electricity revenues are down \$125,000, or 41% than what was budgeted.

Tipping fees are up approximately 4%.

This report was from February and was not impacted by COVID-19. The March Treasurer report should really show the impact of this pandemic.

A. Bianchetti updated the Board on electricity pricing challenges within NYS. He shared a briefing that National Grid receives from the Independent System Operator. This organization balances the electric system for all of NYS. The chart spans the two weeks before COVID and then the three weeks after COVID. When social distancing was mandated in mid-March energy use began a sharp decline. This effected market prices, causing electricity prices to fall substantially. There are also no ‘peak’ times of energy use, as factories and businesses remain closed.

A. Bianchetti updated the Board on protections National Grid is offering its customers.

- National Grid is not accessing homes unless there is an emergency.
- National Grid has deferred the rate increase out 90 days from April 1st.
- National Grid has suspended all collections, including late fees and interest on arrears.
- National Grid has sequestered approximately 50 works at their control center in Clay. They work 12 hours, stay on-site in a trailer for 12 hours and so on.

D. Glance asked A. Bianchetti if electricity prices may go negative.

A. Bianchetti responded that it was unlikely that prices would go negative because prices typically go negative in markets that have a very significant renewable component to them; like solar or wind. There are other revenue streams for them, meaning the tax credits and the financial subsidies that those sources get from the Government; those companies will take whatever the market will give because they're getting financial assistance.

The **ADMINISTRATION COMMITTEE** report was presented by R. Raman. Copies of the report were distributed.

The Administration committee discussed COVID-19 preparedness.

The Administration committee discussed procedural changes during COVID-19 and reduced office staff.

- Checks over \$10,000 now only require one signature. An email will be sent to the second signor notifying them of the transaction.
- PO and Vendor creation will also be temporarily granted to Business Officer M. Mokrzycki.

The Administration committee discussed construction progress at Rock Cut Road.

The Administration committee discussed responses to the Legal Services RFP.

- 11 Responses were received, 1 was late so it was not considered.
- Three firms were initially chosen. Costello, Cooney and Fearon, Melvin & Melvin and Kelly Berger.
- Of the three, two were chosen for a re-interview. Costello, Cooney and Fearon and Kelly Berger.
- Ultimately, Costello, Cooney and Fearon was selected.

A Special Administration committee was held just prior to this Board meeting to approve the Resolution authorizing Costello, Cooney and Fearon to be the Agency Legal Firm. That resolution was unanimously approved and will be voted on here today.

B. Page asked C. Albinio if there was an opening date for Rock Cut Road.

C. Albinio responded that there is no definitive date. There are a number of inspections that will need to be completed both with the County Codes Inspector. There is also some coordination with the DEC that needs to be done, and OCRRA's Engineer of record has several inspections to complete. The site is also awaiting paving completion.

C. Albinio is hoping within the next two-four weeks a date could be set.

The Administration committee discussed three other resolutions that will be up for vote today.

Resolution #2234 – Resolution Authorizing Executive Director to Purchase Six Roll Off Containers from Wastequip was moved by R. Raman and seconded by D. Lawless.

The Resolution as adopted 9 Ayes, 0 Nays, 0 Abstain.

Resolution #2235 – Resolution Authorizing Executive Director to Enter into Contract for Refrigerant Extraction was moved by R. Raman and seconded by T. Geiss and L. Klosowski.

The Resolution was adopted 9 Ayes, 0 Nays, 0 Abstain.

Resolution #2236 – Resolution Authorizing Change Order for Parking Area and Storm Water Infrastructure to Rock Cut Road Transfer Station Modification Project was moved by R. Raman and seconded by J. Driscoll.

R. Raman asked if C. Albunio or T. Geiss wanted to give a short description of this part of the construction.

C. Albunio updated the Board.

- This area of the site wasn't planned in the design.
- It was used for soil spoils.
- After enough of the construction was completed and all earth had been moved, OCRRA consulted with Murnane for pricing on grating this area.
- This area will be grated and road millings will be placed from the asphalt parking area to finish off this spot.
- This will also include construction of some storm water conveyance and collection structures so that storm water can be diverted from around operations and down to the outlet on the site.

The Resolution was adopted 9 Ayes, 0 Nays, 0 Abstain.

Prior to the presenting of the last resolution, R. Raman asked the Board members if they have had a chance to fully review it.

No Board members expressed a need for a reading of the resolution in its entirety.

Resolution #2237 – Resolution Authorizing Agency's Executive Director to Retain Attorney for Legal Services was moved by R. Raman and seconded by T. Geiss.

R. Raman noted that the Agency Counsel reports to the Board but works collectively with the Executive Director.

The Resolution was adopted 9 Ayes, 0 Nays, 0 Abstain.

The **GOVERNANCE COMMITTEE** report was presented by J. Copanas. Copies of the report were distributed.

The committee discussed Best Practices in Corporate Governance.

The committee completed their annual self-evaluation.

The committee discussed the Executive's evaluation.

J. Copanas asked if M. Cirino had anything to add.

M. Cirino asked that the committee discuss a future meeting date.

The Governance minutes were moved by R. Raman, seconded by A. Bianchetti, unanimously accepted as submitted and filed.

The **AUDIT COMMITTEE** report was presented by J. Thomas. Copies of the report were distributed.

The committee had its meeting on February 13, 2020.

The committee discussed the year-end Audit with Grossman St. Amour. There was no evidence of non-compliance found.

M. Cirino presented her report on the code of ethics training for 2019 to the Board. Training for this year will be scheduled in the future.

The committee discussed the 2019, 2020 risk assessment. Both the Investment and the Blanket PO Audits will be completed as soon as possible.

The committee discussed a possible RFP for accounting firms.

The committee had its meeting on March 5th.

The committee discussed the 2019 Audit with Grossman St. Amour and reviewed the Auditors communication documents and the financial statements. The Audit was found to be clean.

The Audit minutes were moved by Y. Abdul-Qadir, seconded by A. Bianchetti, unanimously accepted as submitted and filed.

Prior to adjourning the meeting, J. Copanas asked if there was anything else the Board would like to discuss.

T. Geiss asked K. Spillane if the shredder had been repaired and was running well?

K. Spillane responded that the shredder had been running well since the drum repair.

R. Raman made a motion to adjourn the meeting, seconded by J. Thomas. A vote was called ending in unanimous consent to adjourn.

Board Adjourned at 4:56 p.m.

Board Minutes were taken by R. Czerwiak