

**ONONDAGA COUNTY RESOURCE RECOVERY AGENCY  
IN PERSON MEETING  
September 8, 2021 BOARD MEETING MINUTES**

<b>Board Members Present</b>	J. Copanas, A. Bianchetti, L. Torres, R. Zaccaria, E. Gilligan, T. Glazier, L. Klosowski, D. Lawless, B. Page, S. Pasquale, J. Driscoll
<b>Board Members Absent:</b>	Y. Abdul-Qadir, R. Raman, C. Dunham
<b>Also Present:</b>	M. Cirino, D. Glance, A. Radin, K. Lawton, K. Spillane, R. Czerwiak, C. Alunio, J. Gascon Esq.
<b>Guests:</b>	

The September 8, 2021, Board meeting was called to order at 4:05 p.m.

J. Copanas asked if there were any members of the public that would like to identify themselves and address the Board.

Attendance of the Board was taken – quorum is present.

The August 18, 2021, meeting minutes were reviewed. The minutes were moved by E. Gilligan and seconded by J. Driscoll. Roll was taken and the minutes were unanimously approved.

- D. Glance presented the **EXECUTIVE DIRECTOR’S** report. Copies of the report were distributed.
- D. Glance focused on the past five years as Executive Director playfully interweaving themes from her top three favorite musicals.
  - Highlighted accomplishments included:
    - Cash balance increased by nearly \$4 million in past 5 years and credit rating improved.
    - Management of WestRock material.
    - Enacting a recycling fee.
    - Optimization Transfer Operations at Rock Cut Road.
    - Securing Landfill Contracts for C&D and MSW disposal with several municipal and private landfills.
    - Financial Solvency regardless of the current financial climate.
  - The report also laid out potential strategic questions for OCRRA.
    - What level of service do we want to offer residents at the drop off center?
    - Are there more services OCRRA wants to provide to residents than currently offered?
    - What is the strategic disposal capacity plan for Onondaga County post-2025?
    - How does OCRRA want to sell and/market its electricity resources heading into the expiration of the current Power Purchase Agreement in 2025?
    - Is there a private-public partnership arrangement that could help maximize food waste diversion efforts and marketing of OCRRA Compost?
    - What is OCRRA’s goal with its MRF contractor?
    - What level of priority is electrification of OCRRA operations?
    - What are the goals for building and maintaining OCRRA’s strategic reserves?
    - What are key factors to consider recognizing the Covanta contract term is up for cancellation or 5-year extension in 2035?
  - The overall message is that OCRRA continues to:
    - Change the world a little each day.
    - Innovate – OCRRA teamed up with TOMRA to help show that any glass beverage container can be recycled into a new glass container again by diverting it to a redemption center, whose clean glass stream would enable continued recycling.

- Engage – OCRRA’s communications are widely read and savored; and
- Advocate – OCRRA supports adopting sensible solid waste management policies that protect health, ease the financial burden on municipalities, and ensure recovery of material for highest and best next use.

The **TREASURER’S** report was presented by L. Klosowski. Copies of the report were distributed.

This report reflects July 2021 data.

- The July electricity rate was 2.2c/kWh.
- NYS grant money received in July was \$617,000.
- Cash outflow for July was approximately \$500,000.
- Cash balance at the end of July was approximately \$9.3 million (\$7.3 million prior year).
- The Agency began the year with \$8.2 million.

J. Driscoll moved to accept the Treasurer’s Report and T. Glazier seconded.

Roll was taken and the report was unanimously accepted as submitted.

The **AUDIT COMMITTEE** report was presented by J. Driscoll. Copies of the report from August 10<sup>th</sup> were distributed and discussed.

- The committee reviewed the three proposals received for professional auditing services of the year-end audit for years 2021, 2022 and 2023.
- A resolution will be presented today for Board approval.
- M. Cirino gave a verbal update on the audits in progress.
- The committee will review the Blanket Purchase Order, Audit final report and management response at the next Audit committee.

**Resolution #2301 – Resolution Authorizing Contract for Agency Audits for Calendar Years 2021, 2022 and 2023** was moved by J. Driscoll and seconded by S. Pasquale.

B. Page asked if the Agency normally does a three-year contract.

J. Copanas responded, yes, the Agency normally does a three-year contract for auditing services.

T. Glazier asked how this proposal compared to previous years.

J. Copanas responded that this proposal was slightly higher, but much lower than the years that OCRRA did not have an in house CPA. M. Mokrzycki has the ability to prepare most of the documents for review, which lessens the workload for the auditing firm.

The resolution was adopted 10 ayes, 0 nays, 0 abstain.

The **RECYCLING AND OPERATIONS COMMITTEE** report was presented by A. Bianchetti. Copies of the report from August 18<sup>th</sup> were distributed and discussed.

- The committee discussed an amended resolution for cost increases to the purchase for two 42-foot trailers.
- A resolution will be presented today for Board approval.
- The committee discussed a cost increase for the purchase of ash liners.
- A resolution will not be necessary for this increase.
- C. Albenio updated the committee on the WTE Facility Continuous Monitoring System Expansion.

- K. Spillane updated the committee on OCRRA's parts supply.
- The committee discussed the draft 2022 budget.

T. Glazier asked if OCRRA had plans to restock the parts supply once the shortage had subsided.

K. Spillane responded, OCRRA carries a significant stock and due to the shortage, the stock has depleted. Once parts are available again, OCRRA will replenish the inventory.

**Resolution # 2302 – Amended Resolution Authorizing Executive Director to Purchase Transfer Trailers From Spector Manufacturing** was moved by A. Bianchetti and seconded by B. Page.

B. Page asked that the use of the word 'trailer' be used consistently throughout. The word 'container' will be replaced with the word 'trailer'.

A friendly amendment for this edit was made by B. Page and seconded by J. Driscoll.

Roll was taken for the friendly amendment.

10 ayes, 0 nays, 0 abstain.

The resolution, as amended was adopted 10 ayes, 0 nays, 0 abstain.

The **ADMINISTRATION COMMITTEE** report was presented by B. Page. Copies from the August 31<sup>st</sup> report were distributed and discussed.

- The committee discussed the OCRRA 2022 draft budget.
- M. Cirino updated the committee on OCRRA's Strategic Planning.
- The committee discussed compost pricing.
- The committee discussed the Authorities Budget Office (ABO) Policy Guidelines.
- J. Gascon updated the committee on OCRRA's drug and alcohol policy.

There was a short discussion on the 2022 draft budget.

L. Klosowski moved to adjourn the meeting, J. Driscoll seconded.

Roll was taken.

10 ayes, 0 nays, 0 abstain.

The Board adjourned at 4:50 p.m.

Board Minutes were taken by R. Czerwiak