

ONONDAGA COUNTY RESOURCE RECOVERY AGENCY  
 VIRTUAL MEETING  
 March 10, 2021 BOARD MEETING MINUTES

<b>Board Members Present</b>	J. Copanas, A. Bianchetti, C. Dunham, T. Geiss, E. Gilligan, T. Glazier, L. Klosowski, D. Lawless, B. Page, S. Pasquale, J. Driscoll, R. Raman
<b>Board Members Absent:</b>	Y. Abdul-Qadir, J. Thomas
<b>Also Present:</b>	M. Cirino, D. Glance, M. Mokrzycki, A. Radin, K. Lawton, K. Spillane, R. Czerwiak, C. Albunio, J. Gascon Esq.
<b>Guests:</b>	M. Ciaralli, M. Lisson (Grossman St. Amour)

The March 10, 2021 Virtual Board Meeting was called to order at 4:05 p.m.

J. Copanas gave the virtual meeting protocols.

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 February 10<sup>th</sup> meeting minutes were reviewed, moved by R. Raman and seconded by L. Klosowski. Roll was taken and the minutes were approved as submitted.

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

- As of March 17<sup>th</sup>, the vaccine requirements have been broadened to include 1C. All of the OCRRA staff now qualifies under 1C.
- It has been one year since the start of the pandemic.
- There was never a lag in service.
- The annual Board photo will be taken via Zoom this year.
- This will be Tony Geiss’s last Board meeting. He has been an intergral part of OCRRA’s team. His conduct and expertise has had an immense impact. His recommendations to the recycling program and guidance throughout the Rock Cut Road project was instrumental in its success. He will be greatly missed.
- T. Evans, who has been with OCRRA for 8 years, has taken a new position outside of the Agency. She was a Recycling Specialist, Recycling Specialist II and will now be a Senior Analyst for GBB.
- OCRRA’s Auditors, Grossman St. Amour are present today to give their annual presentation.

J. Copanas added, “We couldn't have gotten to where we are today without you. You've done so much and always volunteered to do the extra mile and your expertise has just been fantastic. Those shoes are going to be very hard to fill.”

T. Geiss thanked the Board and OCRRA staff for the support and all of the work that they do.

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

This report reflects January 2021 data.

- Tonnage is down.
- Electricity rates were at 1.08 cents per kwh.
- Steel markets have helped push the recovered material revenue up slightly.
- Total operating expenses were down approximately \$200,000 from the previous year.
- Operating expenses and net position was positive, as opposed to the negative that was budgeted for January.

The **AUDIT COMMITTEE** report was presented by R. Raman. R. Raman will present the report in J. Thomas's absence.

The Audit committee met on February 9, 2021 and March 1, 2021.

- The committee discussed the Auditors communications.
- The committee reviewed the procedures and testing that had been completed.
- The new accounting and auditing standards that were scheduled for 2020 had been pushed out to 2021 due to the pandemic.
- The committee discussed Code of Ethics training for OCRRA's staff.
- The tonnage verification report was reviewed and confirmed by M. Cirino.
- The committee discussed the controls of the blanket PO's.
- At the March 1<sup>st</sup> meeting, the committee discussed the year end audit in great detail.
- The committee went into Executive Session with Grossman St. Amour. All management were excused. J. Gascon and M. Cirino remained along with the Audit committee members.
- There will be another Executive Session today for any Board members that were not in attendance of the March 1, 2021 meeting.
- The committee reviewed the Investments Audit and M. Cirino gave a verbal summary.
- Unanimous consent was given to accept the audited financial's and to move the resolution to the full Board for approval.
- The next Audit committee meeting will be in April or May.

M. Ciaralli and M. Lisson from Grossman St. Amour gave a brief presentation of the Audit.

- There were no difficulties encounter during the Audit.
- No significant changes in accounting policies.
- No material instances of non-compliance or contract violations.
- No material weaknesses were noted.
- No uncorrected adjustments or proposed adjustments.
- The Auditors opinion is unmodified.
- The cash levels are in line with expectations based on OCRRA's 2020 budget.

The meeting paused to take the annual photo.

J. Gascon read section 105 of the Public Officers Law as a reminder of Executive Session procedure.

R. Raman made a motion to enter into Executive Session to discuss finances with the Independent External Auditors. B. Page seconded.

Executive Session began at 4:27 pm.

Executive Session ended at 4:39 pm.

**Resolution # 2279 – Resolution Approving Audit of Onondaga County Resource Recovery Agency for Calendar Year 2020** was moved by R. Raman and second by L. Klosowski.

There was no further discussion.

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

The **RECYCLING AND OPERATIONS COMMITTEE** report was presented by A. Bianchetti. Copies of the report were distributed and discussed.

A. Bianchetti reminded the Board that at the next Recycling and Operations committee meeting, March 17<sup>th</sup>, Cornerstone will be giving a presentation of the Optimization Study completed for Rock Cut Road. All are welcome.

- The committee met on February 17, 2021.
- The committee discussed the Title V permit with the NYSDEC and the new requirements within the newly issued permit.
- The committee discussed the permit modification request to DEC for residential services at Rock Cut Road.
- The committee discussed EPR and its position within the legislature.
- A. Radin added that he believes the Bill will be in the Senate One-House Budget Bill. The Bill has been posted as A5801.
- The committee discussed three resolutions. One for a loader at Amboy, transfer trailers and roll-offs for recycling. These resolutions will be presented for approval today.

**Resolution #2280 – Resolution Authorizing Executive Director to Purchase Loader from Monroe Tractor** was moved by A. Bianchetti and seconded by D. Lawless.

There was no further discussion.

The resolution was adopted 11 ayes, 0 nays, 0 abstain.

**Resolution #2281 – Resolution Authorizing Executive Director to Purchase Roll-Off Containers from WasteEquip** was moved by A. Bianchetti and seconded by R. Raman.

There was no further discussion.

The resolution was adopted 11 ayes, 0 nays, 0 abstain.

**Resolution #2282 – Resolution Authorizing Executive Director to Purchase Transfer Trailers from Spector Manufacturing** was moved by A. Bianchetti and seconded by R. Raman.

There was no discussion.

The resolution was adopted 11 ayes, 0 nays, 0 abstain.

A. Bianchetti closed with a reminder for all that would like to attend the Recycling and Operations committee next Wednesday, March 17<sup>th</sup> at 4 pm, to please attend for the Cornerstone presentation.

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

- The committee met on February 23, 2021.
- The committee discussed the resolution renewing OCRRA insurance for 2021.
- The committee discussed Cyber insurance coverage.
- The committee discussed office space.
- The committee discussed small contracts.
- The committee discussed the resolution approving investment guidelines and investment report for OCRRA.

**Resolution #2283 – Resolution Approving Investment Guidelines and Investment Report of Onondaga County Resource Recovery Agency for Calendar Year 2020** was moved by B. Page and seconded by J. Driscoll.

R. Raman asked if there were any significant changes from the previous policy.

M. Mokrzycki responded that there were no significant changes in this policy.

The resolution was approved 11 ayes, 0 nays, 0 abstain.

Before introducing the last resolution, M. Mokrzycki updated the Board on some resolution changes.

- The Excess Liability line, which had been estimated at \$52,000 is now \$42,000.
- This is for \$5 million in coverage.
- At the Administration committee meeting in March, Brown and Brown will have a ‘hard’ number, covering \$15 million.
- This changes the total premium from \$261,602 to \$251,602.
- There may be another resolution in April for this change. This will be discussed at the March Administration committee meeting.

**Resolution #2284 – Resolution Authorizing Executive Director to Purchase Insurance Policies for the Agency for the Period Beginning April 1, 2021** was moved by B. Page and seconded by R. Raman.

There will be three necessary changes.

- The Excess Liability to \$42,000
- The premium total to \$251,602
- The third Whereas – date from April 1, 2020 to April 1, 2021.

R. Raman moved for a friendly amendment with those changes. D. Lawless seconded.

R. Raman asked if Brown and Brown has signed the provisions of disclosures as required by Section 30.3(b) of Insurance Regulation 194.

M. Mokrzycki responded that that contingency would be added to the resolution.

The resolution was approved 11 ayes, 0 nays, 0 abstain.

D. Glance mentioned that the Agency will be receiving approximately \$40,000 from the total of approximately \$800,000 that was due when Fehr Rubbish Removal closed their business.

J. Copanas closed with well wishes to T. Geiss and hopes of a summer gathering with the Board – Covid pending.

J. Driscoll moved to adjourn the meeting. T. Geiss seconded the motion.

A mutual ‘aye’ was noted and the meeting was adjourned.

The Board adjourned at 4:50 p.m.

Board Minutes were taken by R. Czerwiak