

**ONONDAGA COUNTY RESOURCE RECOVERY AGENCY
BOARD OF DIRECTORS
100 Elwood Davis Rd., N. Syracuse NY 13212**

BOARD MEETING AGENDA

August 10, 2022 – 4:00 p.m.

- I. ATTENDANCE/INTRODUCTION OF BOARD MEMBERS
 - a. PUBLIC PARTICIPATION
- II. APPROVAL/CORRECTION of July 13, 2022, Board Meeting Minutes
- III. REPORT OF THE EXECUTIVE DIRECTOR
- IV. REPORT OF THE TREASURER

Reports-Committees & Resolutions: _____ **Chair of Committee:** _____

A. Recycling and Operations Committee _____ **A. Bianchetti** _____

July 20, 2022 - *Report*

- a. Resolution Authorizing Executive Director to Purchase Tire Disposal Services From SGS Recovery
- b. Resolution Authorizing Executive Director to Purchase Two Dump Body Trucks Tractor Cab/Chassis and Dump Body/Tarp Systems from County Contract

B. Administration Committee _____ **J. Copanas** _____

July 26, 2022 – *Quorum was not present, meeting not held*

C. Ley Creek Planning AdHoc Committee _____ **D. Lawless** _____

July 28, 2022 – *Report*

D. Governance Committee _____ **B. Page** _____

July 6, 2022 – *Report*

Miscellaneous: _____

I. UNFINISHED BUSINESS

II. NEW BUSINESS

III. ADJOURNMENT

IV. CALENDAR

DRAFT

ONONDAGA COUNTY RESOURCE RECOVERY AGENCY

July 13, 2022 BOARD MEETING MINUTES

Board Members Present	B. Page, A. Bianchetti, J. Copanas, E. Gilligan, T. Glazier, L. Klosowski, D. Lawless, L. Colon Torres, J. Driscoll, C. Dunham, R. Zaccaria
Board Members Absent:	S. Pasquale, R. Raman
Also Present:	M. Cirino, K. Spillane, R. Czerwiak, C. Albunio, J. Gascon Esq., M. Mokrzycki, J. Connery, K. Lawton, W. Wallak
Guests:	

The July 13, 2022, Board meeting was called to order at 4:00 p.m.

Attendance of the Board was taken – quorum is present.

B. Page introduced OCRRA’s newest Board member Doug Daley.

The Agency introduced themselves.

D. Daley was appointed by the City of Syracuse.

E. Gilligan moved and J. Driscoll seconded the minutes from the May Board meeting.

Roll was called and the minutes were approved as submitted.

K. Spillane presented his Executive Director report.

- The County Water and Environment Protection (WEP) has invited OCRRA to meet with them and a private developer interested in building an anerobic digester for our community.
- OCRRA has met with the Town of Camillus to discuss the Town landfill operations on waste bed 15.
- Residential services have been moved from Ley Creek to Rock Cut Road. (RCR)
- K. Lawton will be working directly with the Town of Manlius as they implement the use of recycling carts under their new agreement with Syracuse Haulers.
- K. Lawton will also be working with residents to collect Blue Bins after carts or totes are in place.
- The Agency has had their second quarterly meeting with haulers.
- An Ad Hoc committee has been established to determine the possibilities of the Ley Creek site.
- RFP’s have been requested for the engineering required to complete a feasibility study at the Ley Creek site.
- C. Albunio is preparing to submit the Amboy permit renewal documents for the compost site.

DRAFT

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

This report reflects May 2022 data.

- May tonnage was slightly lower than expected.
- Electricity rates for May were 2.6c/kWh.
- Electricity revenue was approximately \$630,000.
- Expenses have increased.
- Repairs and maintenance costs continue to rise due to persistent supply issues.
- Cash balance at the end of May was \$17.26M (\$8.22M prior year)
- Recycling Tip Fees charged to haulers through May 2022 were \$282,795.

R. Zacceria moved and L. Colon Torres seconded to approve the Treasurer Report.

Roll was called and the report was unanimously approved.

The **RECYCLING AND OPERATIONS COMMITTEE** report was presented by A. Bianchetti. Copies of the reports from the May 18th and June 15th meetings were distributed and discussed.

May 18th -

- The committee discussed the revised Strategic Plan.
- The committee discussed the recent shredding event held by Assemblyman Magnarelli.
- The committee discussed the Earth Day results.
- The committee discussed the Amboy permit renewal and the decommissioning of the Transformer at Ley Creek as well as Phase Two of the RCR Optimization Project.
- M. Bianchetti presented the NYS Laws implemented in 2022 regarding food waste.

June 15th –

- The committee discussed a resolution for the repair of the mechanics floor at RCR.
- The committee discussed a resolution to contract for asphalt repairs at RCR.
- The committee discussed a resolution to purchase an excavator.
- The committee was updated on the residential move from Ley Creek to RCR.

NOTE: Resolution numbers announced at this Board meeting were incorrect. The correct resolution numbers have been updated and are reflected correctly in these minutes.

Resolution # 2339 – Resolution Authorizing the Executive Director to Enter into Agreement for Floor Repairs to the Rock Cut Road Transfer Station was moved by A. Bianchetti and seconded by J. Driscoll.

D. Daley asked if the 5% contingency will be enough to cover increasing material costs.

C. Albinio responded that the vendor had not given any indication that the 5% contingency would not be sufficient.

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

DRAFT

Resolution #2340 – Resolution Authorizing the Executive Director to Enter into Agreement for Asphalt Repairs at the Rock Cut Road Transfer Station – was moved by A. Bianchetti and seconded by E. Gilligan.

D. Daley asked how old the asphalt was and if it has not been in place for long, will the Agency need to continuously repair it?

C. Albinio responded that the asphalt was two years old and would probably need to be continuously repaired due to the location and constant wear and tear.

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

Resolution #2341 – Resolution Authorizing Executive Director to Purchase Excavator from Kleis Equipment was moved by A. Bianchetti and seconded by J. Driscoll.

J. Copanas asked if this would be a cash purchase.

M. Mokrzycki responded that this would be a cash purchase.

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

NOTE: R. Zacceria was accidentally excluded from the first two resolution roll calls. He was asked his vote for each. Those votes have been reflected in the final tally within these minutes.

Resolution #2342 – Resolution Authorizing Agency's Executive Director to Retain Consulting Engineers for Ley Creek Transfer Station Feasibility Study was moved by A. Bianchetti and seconded by L. Colon Torres.

The resolution was presented to the Recycling and Operations committee in a special meeting just prior to this Board meeting.

The committee unanimously consented to move the resolution to the Board for approval.

J. Copanas questioned whether the Board had been provided adequate time to review this resolution before it was presented for approval.

J. Gascon responded that this resolution was forwarded by a standing committee and therefore is in compliance.

J. Copanas has expressed that he is not comfortable with the resolution and feels rushed to approve it. He will be voting against the resolution.

The resolution was adopted 10 ayes, 1 nays, 0 abstain.

The **ADMINISTRATION COMMITTEE** report was presented by J. Copanas. Copies of the reports from the May 31st and June 28th meetings were distributed and discussed.

- In the interest of time, J. Copanas has chosen not to review each meeting.
- J. Copanas asked if anyone had any questions about the meetings or the minutes that had been presented in the Board packet.

DRAFT

- There were no questions or comments.

Resolution #2343 – Resolution Authorizing and Affirming Executive Director’s Continuing Purchase of all Risk Property Insurance Policies for Waste to Energy Facility was moved by J. Copanas and seconded by L. Klosowski.

E. Gilligan asked if the policy included business interruption.

M. Mokrzycki responded that the policy does include business interruption.

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

Resolution #2344 – Resolution Accepting the OCRRA 2022 Strategic Plan was moved by J. Copanas and seconded by J. Driscoll.

There was no further discussion.

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

Resolution #2345 – Resolution Creating an Ad-Hoc Committee to Explore the Potential Purchase of Additional Land at the Ley Creek Site was moved by J. Copanas and seconded by L. Colon Torres.

There was no further discussion.

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

Resolution #2346 – Resolution Authorizing Executive Director to Enter into a Five-Year Lease Extension for Agency Office Space was moved by J. Copanas and seconded by J. Driscoll.

M. Mokrzycki gave a brief update on this resolution. A revised office layout drawing was shared with the Board.

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

The **LEY CREEK PLANNING AD HOC COMMITTEE** report was presented by D. Lawless. Copies of the report from June 29th were distributed and discussed.

- The committee met at Ley Creek to evaluate the existing structures at Ley Creek.
- The committee will be determining the next steps and the next purpose for Ley Creek.
- The next meeting is scheduled for the end of July.

The **GOVERNANCE COMMITTEE** report was presented by B. Page. The meeting was on July 6th.

- The committee discussed the resolution to amend Agency Corporate Governance Principles pertaining to Ad Hoc committees.

DRAFT

Resolution # 2247 – Resolution to Amend Agency Corporate Governance Principles Pertaining to Ad Hoc Committees was moved by B. Page and seconded by L. Colon Torres.

D. Daley asked if there were any non-Board members on the Ad Hoc committee.

B. Page responded that there were not.

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

B. Page asked if any Agency staff members had updates to share with the Board.

There were no updates given.

R. Zacceria moved and J. Driscoll seconded a motion to adjourn the meeting.

A unanimous aye voice vote was recorded.

The Board adjourned at 5:15 p.m.

Board Minutes were taken by R. Czerwiak

Executive Director's Report

August 2022

This last month was impactful for the Agency as we completed the transition to Rock Cut for our residential customers, began the work to evaluate Ley Creek, and started our budget process in preparation of next year's fiscal plan by the Board.

Transfer



Our transition to Rock Cut continues, and we have seen a small uptick in customers but the heavy numbers of customers on the weekends at Ley Creek has been better spread out with the additional hours at Rock Cut. However, we do need additional staffing to reduce our overtime that is required to man the second shift and serve these evening customers. The Agency continues to interview and recruit, but it

is an extremely challenging environment to secure basic staffing levels, and vacancies remain unfilled.

Despite these difficulties, the Agency did successfully refill the Transfer Director position with Patricia Pastella, who most recently served as the Director of Materials Management overseeing solid waste operations for the Development Authority of the North Country (DANC) including their landfill. Patti has a P.E. and brings a successful engineering and solid waste background to the position, and she will help the Agency stabilize our transfer and compost operations. The Agency also added Jim Keesler as the new Supervisor of Fleet Maintenance. Jim comes to the Agency from Anderson Equipment here in Syracuse and will help shore up our maintenance and repair of our trucks and equipment. This area in our operations is a critical need for the control of our budget and expenses for this year and next. More importantly, Jim will help ensure that Agency staff have all the resources they need to get their difficult jobs done and maintain productivity. Filling these management functions in the transfer department are very impactful and will lead to improvements in operations and efficiency as we look to continue to restaff post-pandemic.

As the Ad-Hoc Committee gets underway to study the future of Ley Creek, all the waste at the Ley Creek Transfer Station has been removed from the site. This work was

completed without bringing in a private hauling service and saved the Agency more than \$40,000.

Engineering



The Agency Engineer continues to engage Covanta regarding the WestRock Material. Covanta is concerned about the impact of this material on the WTE Facility because of its higher BTU value. Covanta would like to evaluate the characterization of this waste stream and the Agency Engineer is seeking, at minimum, to spread out the deliveries of this material, to potentially dilute the impact of the waste's BTU value by mixing it in the waste stream better, as Covanta

struggles with physically fluffing this material in the pit during high volume periods.

The bids are out for the demolition of the transformers at Ley Creek, a critical project as we move forward with the next steps for that site. This project should be underway by the end of the year.



In addition, the Agency Engineer has applied for the Amboy Compost facility's permit renewal and spent a great deal of time rewriting the site's O&M manual to reflect current operations as they have changed significantly since the facility opened. The Engineer is also sending out bids for this winter's upcoming optimization projects at Rock Cut including a much-needed reinforcing of the floor in each building.

Recycling

Our current contracts with our Household Hazardous Waste vendor (Miller Environmental) and our Materials Recovery Facility (Recycle America) have been extensions of long-standing contracts. My desire is to establish new long-term agreements, instead of the one- or two-year extensions.

The Household Hazardous Waste services RFP is out to bid with results expected back by the September Recycling–Operations Committee meeting. The Recycling Director also spent a great deal of time helping the DEC understand the checks and balances of our program, to ensure that the Agency continued to be funded by the State for our hazardous waste program. The Agency has a lump sum contract agreement with our hazardous waste vendor and the DEC wanted to ensure that residents who bring in grant ineligible items are being charged directly for the materials and that the Agency is not paying for them (which we are not). This discussion and understanding of how to proceed in the future was fundamental for the issuance of the bid to ensure that the scope of services was complete and potential payments remained.

In addition, in our discussions with Recycle America, I have expressed my interest in developing a multi-year deal that I can present to the Board and not something short-term. Currently, we are waiting on language from their cooperate legal department that we can review with our legal counsel before presenting to the Board.

I am hoping both of these critical agreements will be before the Board as we make final decisions about next year's budget, so that the Board has good fundamental numbers to work from in consideration of the expenses related to these programs.

Municipalities and Haulers

Per the direction of the Board, we are continuing to provide information to the municipalities about the future of the blue bin program. We have been providing a portfolio of options to them as they look towards replacing blue bins with carts to improve their overall recycling collection, including grant information and language for bids. This month we discussed options with the Village of Elbridge, which just opened their bids, and the Town of Salina as they are preparing to go out to bid for their curbside collection.

Also the Agency held the second quarterly meeting with the large haulers and our municipal partners. We continued to discuss a variety of topics including the blue bin program/long-range vision for carts, the steady tip fee the Board has provided for several years, WTE outages, the food scrap recycling law, transition of residents from Ley Creek to Rock Cut Road in the summer and commercial cardboard concerns at Covanta/Rock Cut Road.

Outreach and Education



The Public Information Officer (PIO) launched a new recycling education program in June that is being executed by our ad agency Pinkney Hugo Group. It has been running on cable TV, radio, and social media. The PIO presented preliminary results and sample advertisements to the Recycling and Operations Committee last month. The various ads focus on improving the quality of the recycling

program and the materials delivered to the MRF.

The Agency's current long-standing newsletter publishing and distribution contracts with Advance Media (The Post-Standard) and Community Media Group (Eagle Newspapers) end this year. An RFP has been issued with results to be shared at an upcoming Recycling and Operations Committee meeting.

The PIO has also been assisting with the development of additional engagement with our local leaders and County legislators keeping them informed of the Board's new strategic plan for the Agency.

Respectfully Submitted,

A handwritten signature in black ink that reads "Kevin".

Treasurer Report

August 10, 2022

June 2022 Results:

June tonnage was higher than expected, resulting in approximately \$213,000 more revenue than budgeted.

The electricity rate for June spiked to 4.75c/kWh, and production was strong, resulting in revenue of about \$935,000 for the month, through six months the Agency has already exceeded its budgeted electricity revenue for the year.

As the Agency finished clearing out Ley Creek, landfill expenses were higher than expected. Now that Ley Creek is fully closed, the Agency is expecting bypass costs to be more in line with budgeted amounts through the second half of the year. Fuel prices continue to drive higher Materials and Supplies costs, and increased commodity costs related to lime, ammonia, and waste treatment have driven Waste-to-Energy costs slightly above budgeted amounts.

Cash Flow:

The Agency's cash balance at the end of June stood at **\$17.87M (\$9.8M Prior Year)**. The Agency began the year with **\$14.2M** in cash reserves.

Recycling Revenues and Expenses:

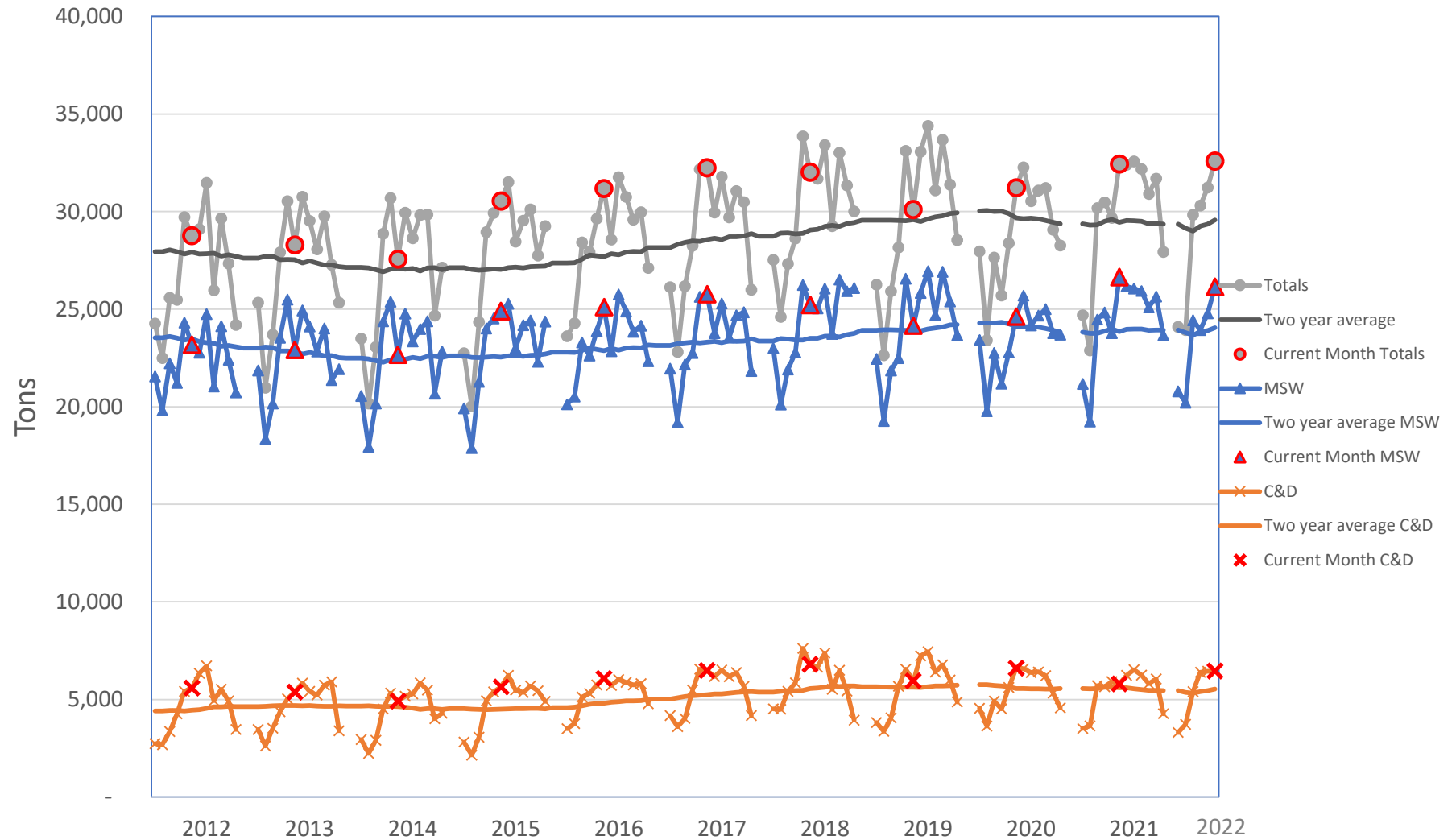
The Agency's payments for and revenue from residential recycling are summarized below. The income statement includes these amounts in "Other" (revenue) and "Recycling" (expense).

Month	Paid to MRF	Received From MRF	Cumulative
January	\$14,405	-	\$14,405
February	\$ 2,631	-	\$17,036
March	-	(\$11,053)	\$5,983
April	-	(\$16,933)	(\$10,950)
May	-	(\$17,420)	(\$28,370)
June	-	(\$14,589)	(\$42,959)
Totals	\$17,036	(\$59,995)	(\$42,959)

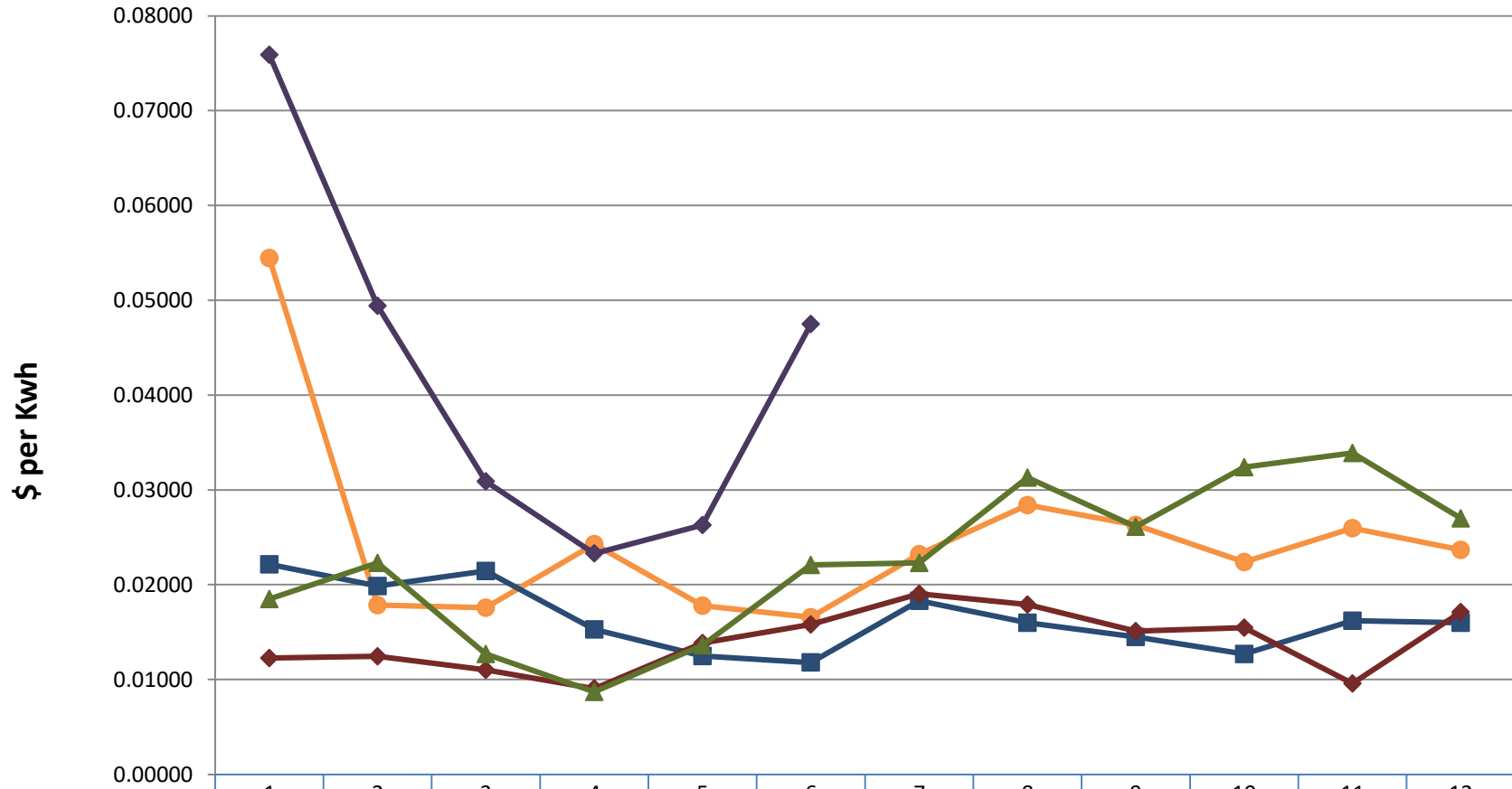
Recycling Tip Fees charged to Haulers through June 2022 amounted to \$365,544.

Tonnage Data

10 year trend

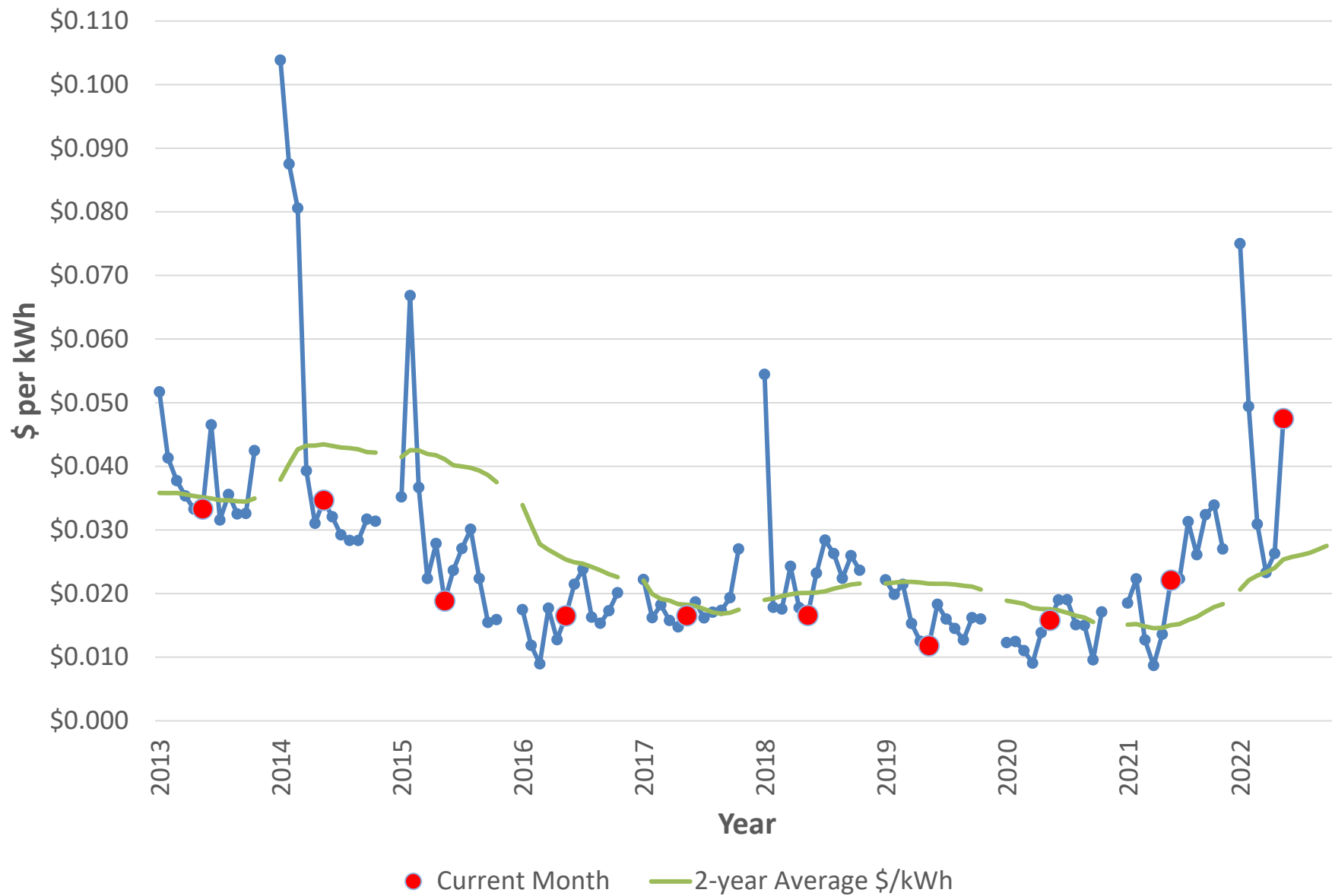


Actual \$/Kwh **5-Year Comparison** **2018 - 2022**






































	1	2	3	4	5	6	7	8	9	10	11	12
2018	\$0.05446	\$0.01784	\$0.01757	\$0.02427	\$0.01778	\$0.01657	\$0.02320	\$0.02840	\$0.02629	\$0.02239	\$0.02595	\$0.02367
2019	\$0.02215	\$0.01986	\$0.02144	\$0.01528	\$0.01249	\$0.01180	\$0.01830	\$0.01600	\$0.01450	\$0.01270	\$0.01620	\$0.01600
2020	\$0.01228	\$0.01246	\$0.01103	\$0.00906	\$0.01386	\$0.01580	\$0.01904	\$0.01790	\$0.01510	\$0.01546	\$0.00958	\$0.01710
2021	\$0.01850	\$0.02230	\$0.01270	\$0.00870	\$0.01360	\$0.02210	\$0.02230	\$0.03130	\$0.02610	\$0.03240	\$0.03390	\$0.02700
2022	\$0.07590	\$0.04940	\$0.03090	\$0.02330	\$0.02630	\$0.04750						

Actual \$ per kWh 2013 - 2022



































**ONONDAGA COUNTY RESOURCE RECOVERY AGENCY
2022 MONTHLY INCOME STATEMENT (UNAUDITED)**

	ACTUAL	BUDGET	\$ Var	%Var	5-year Trends		
	Jun 2022	Jun 2022			Min	Max	Trendline
OPERATING REVENUES							
Tipping Fees	3,139,634	2,926,000	213,634	7%	2,524,439	3,139,634	
Electric Revenue	935,161	270,000	665,161	246%	248,351	935,161	
Recovered Material Revenue	334,660	110,100	224,560	204%	70,942	334,660	
Grant Revenue	-	-	-	0%	-	-	
Compost Revenue	102,655	63,000	39,655	63%	60,539	102,655	
Other	85,500	33,380	52,120	156%	21,792	120,687	
Total Operating Revenues	4,597,610	3,402,480	1,195,130	35%			
OPERATING EXPENSES							
Personal Services	468,687	496,300	27,613	6%	453,261	653,418	
Contractual Services:							
Landfill Contracts	242,040	189,600	(52,440)	28%	173,926	250,585	
Other Contractual Services	13,382	11,000	(2,382)	22%	3,010	18,929	
Materials and Supplies	84,444	42,025	(42,419)	101%	36,602	84,444	
Professional Fees	24,255	27,250	2,995	11%	13,738	54,763	
Recycling	-	77,100	77,100	100%	-	182,514	
Composting	55,471	20,210	(35,261)	174%	1,753	55,471	
Hazardous Waste Disposal	12,236	10,750	(1,486)	14%	1,764	13,300	
Repairs and Maintenance	77,003	36,800	(40,203)	109%	19,725	181,158	
Utilities	8,421	9,665	1,244	13%	7,428	10,543	
Insurance	43,144	49,110	5,966	12%	43,144	49,905	
Operating Leases	8,451	9,500	1,049	11%	8,080	49,894	
Depreciation and Amortization	149,368	149,920	552	0%	87,737	173,737	
Payments to Host Communities	16,650	17,470	820	5%	16,470	30,270	
Other	56,194	38,600	(17,594)	46%	11,812	78,648	
Waste-to-Energy Operations Cost	1,897,350	1,863,850	(33,500)	2%	1,586,087	1,897,350	
Total Operating Expenses	3,157,096	3,049,150	(107,946)	3.5%			
OPERATING INCOME (LOSS)	1,440,514	353,330	1,087,184	308%	(164,641)	1,440,514	
OTHER REVENUE (EXPENSE)							
Interest Income - cash	81	300	(219)	73%	(991)	1,760	
Interest Income - non system	930	625	305	49%	451	10,417	
Interest Income - lease receivable	135,639	135,000	639	0%	135,639	174,747	
Interest Expense	(135,639)	(136,000)	361	0%	(174,747)	(135,639)	
Capital Lease Interest Expense	(15,834)	(16,000)	166	0%	(45,260)	-	
2019 Bond Interest Expense	(30,194)	(39,000)	8,806	23%	(37,466)	-	
Gain on sale of PP&E	-	-	-	0%	-	-	
Gain 2015 Deferred Inflow	5,869	5,800	69	1%	5,869	5,869	
Other Revenue - NET	(39,148)	(49,275)	10,127	21%			
CHANGE IN NET POSITION	1,401,366	304,055	1,097,311	361%	(229,320)	1,401,366	

T5

UNAUDITED

**ONONDAGA COUNTY RESOURCE RECOVERY AGENCY
2022 YTD INCOME STATEMENT w/BUDGET (UNAUDITED)**

YTD	ACTUAL Jun 2022	BUDGET Jun 2022	TOTAL BUDGET	\$ Var	%Var	5-year Trends		
						Min	Max	Trendline
OPERATING REVENUES								
Tipping Fees	15,843,474	16,241,000	32,866,000	(397,526)	2%	13,146,642	15,843,474	
Electric Revenue	4,373,611	1,620,000	3,275,000	2,753,611	170%	1,145,091	4,373,611	
Recovered Material Revenue	1,367,999	660,600	1,325,000	707,399	107%	499,937	1,367,999	
Grant Revenue	60,883	63,000	306,000	(2,117)	0%	-	496,051	
Compost Revenue	343,660	300,000	497,500	43,660	15%	319,922	423,238	
Other	358,490	268,330	510,500	90,160	34%	195,743	358,490	
Total Operating Revenues	22,348,117	19,152,930	38,780,000	3,195,187	17%			
OPERATING EXPENSES								
Personal Services	2,667,826	2,945,000	6,218,200	277,174	9%	2,601,235	3,008,338	
Contractual Services:								
Landfill Contracts	1,227,570	1,002,100	2,178,500	(225,470)	22%	728,557	1,227,570	
Other Contractual Services	72,908	54,100	108,600	(18,808)	35%	32,479	72,908	
Materials and Supplies	450,424	306,450	528,500	(143,974)	47%	232,383	450,424	
Professional Fees	170,354	177,800	481,000	7,446	4%	122,730	326,195	
Recycling	64,459	485,400	1,096,500	420,941	87%	64,459	1,109,897	
Composting	178,216	113,760	225,800	(64,456)	57%	100,561	178,216	
Hazardous Waste Disposal	43,549	64,500	136,000	20,951	32%	19,917	48,777	
Repairs and Maintenance	431,807	348,800	563,000	(83,007)	24%	163,287	465,871	
Utilities	82,137	90,990	163,600	8,853	10%	64,921	84,480	
Insurance	251,056	294,660	585,800	43,604	15%	251,056	296,509	
Operating Leases	52,465	57,000	115,000	4,535	8%	49,064	149,554	
Depreciation and Amortization	896,131	899,520	1,800,200	3,389	0%	518,727	1,035,675	
Payments to Host Communities	100,469	104,820	209,300	4,351	4%	98,530	176,142	
Other	225,378	218,100	454,000	(7,278)	3%	135,385	1,014,515	
Waste-to-Energy Operations Cost	11,456,677	11,274,700	22,931,500	(181,977)	2%	10,031,810	11,456,677	
Total Operating Expenses	18,371,426	18,437,700	37,795,500	66,274	0.4%			
OPERATING INCOME (LOSS)	3,976,691	715,230	984,500	(3,261,461)	456%	(859,970)	3,976,691	
OTHER REVENUE (EXPENSE)								
Interest Income - cash	1,570	1,500	3,000	70	5%	614	30,785	
Interest Income - non system	5,660	3,750	7,500	1,910	51%	3,006	39,871	
Interest Income - lease receivable	850,834	855,000	1,665,000	(4,166)	0%	850,834	1,072,351	
Interest Expense	(850,834)	(852,000)	(1,665,000)	1,166	0%	(1,072,351)	(850,834)	
Capital Lease Interest Expense	(27,820)	(28,000)	(40,000)	180	0%	(72,863)	(10,518)	
2019 Bond Interest Expense	(190,335)	(234,000)	(475,000)	43,665	0%	(210,469)	-	
Gain on sale of PP&E	-	-	100,000	-	0%	(74,931)	20,200	
Gain 2015 Deferred Inflow	35,214	34,800	70,000	414	1%	35,214	35,214	
Other Revenue - NET	(175,711)	(218,950)	(334,500)	43,239	20%			
CHANGE IN NET POSITION	3,800,980	496,280	650,000	3,304,700	666%	(1,022,476)	3,800,980	
NET POSITION - BOY	26,998,769	26,998,769	26,998,769					
NET POSITION - EOY	\$ 30,799,749	\$ 27,495,049	\$ 27,648,769					

T6

UNAUDITED

**ONONDAGA COUNTY RESOURCE RECOVERY AGENCY
2022 STATEMENT OF NET POSITION (UNAUDITED)**

	<u>6/31/2022</u>
ASSETS	
CURRENT ASSETS:	
Cash and cash equivalents	17,867,210
Accounts receivable (net of an allowance for bad debts of \$50,000)	3,071,241
Electric Revenue Receivable	1,039,068
Metal Revenue Receivable	78,904
Prepaid expenses and other receivables	1,180,890
Facility lease, current portion	2,220,000
TOTAL CURRENT ASSETS	<u>25,457,313</u>
ASSETS LIMITED AS TO USE:	
Investments held by trustee under indenture	5,821,886
 PROPERTY, PLANT and EQUIPMENT, net	 19,546,632
 DEFERRED OUTFLOW	 2,694,589
 FACILITY LEASE, net of current portion	 41,222,404
TOTAL ASSETS	<u>94,742,824</u>
LIABILITIES AND NET POSITION	
CURRENT LIABILITIES:	
Accounts Payable	3,386,969
Accrued Interest	402,560
Accrued Expenses and other current liabilities	143,253
2015 Bond Payable - Current	-
2019 Bond Payable - Current	-
Capital Lease Liability-Current	280,500
TOTAL CURRENT LIABILITIES	<u>4,213,282</u>
LONG-TERM LIABILITIES:	
Capital Lease Liability -Long Term	772,056
Other Post Employment Benefits	223,763
Net Pension Liability	10,945
Deferred Inflows from 2015 Bonds and NYS Pension	4,198,512
2015 Series A Bond Payable, net of current portion	40,880,000
2015 Bond Premium	2,950,737
2015 Capital Fund Liability	250,573
2019 Bond Payable	9,255,000
2019 Bond Premium	1,188,209
TOTAL LIABILITIES	<u>63,943,077</u>
NET POSITION	
Invested in capital assets	8,393,461
Unrestricted	17,763,097
Restricted	4,643,189
TOTAL NET POSITION YTD	<u>30,799,747</u>
TOTAL	<u>94,742,824</u>

**T7
UNAUDITED**

STATEMENT OF CASH FLOWS OCRRA

	YTD Through 6/30/2022	PYTD Through 6/30/2021
CASH FLOWS FROM OPERATING ACTIVITIES:		
Receipts from tipping fees	\$16,209,821	\$15,411,379
Receipts from electric revenue	3,786,153	1,616,289
Other operating receipts	2,095,886	1,722,791
Payments to vendors and suppliers	(3,052,194)	(2,818,227)
Payments to employees	(2,074,744)	(1,964,727)
Payments for Waste-to-Energy Operations	(9,362,544)	(8,819,542)
Payments for insurance and employee benefits	(993,028)	(1,012,803)
Net cash flow from operating activities	6,609,350	4,135,161
CASH FLOWS FROM CAPITAL AND RELATED FINANCING ACTIVITIES:		
Payments on bonds outstanding	(2,770,000)	(2,640,000)
Proceeds from the issuance of bonds	-	-
Payments on Capital Leases	(276,296)	(705,434)
Proceeds from the sale of machinery and equipment	-	-
Purchase of property, plant and equipment	(496,575)	107,599
Payments for interest on bonds and leases outstanding	(1,249,463)	(1,319,438)
Net cash flow from capital and related financing activities	(4,792,334)	(4,557,272)
CASH FLOWS FROM INVESTING ACTIVITIES:		
Net change in investments held by trustee	1,789,725	2,018,759
Proceeds from interest on invested funds	7,229	4,595
Net cash flow from investing activities	1,796,954	2,023,354
NET INCREASE (DECREASE) IN CASH AND CASH EQUIVALENTS	3,613,970	1,601,243
CASH AND CASH EQUIVALENTS - BEGINNING OF YEAR	14,253,240	8,224,393
CASH AND CASH EQUIVALENTS - YEAR-TO-DATE	17,867,210	9,825,636

STATEMENT OF CASH FLOWS OCRRA

	YTD Through 6/30/2022	PYTD Through 6/30/2021
RECONCILIATION OF OPERATING INCOME (LOSS) TO NET CASH FLOW FROM OPERATING ACTIVITIES		
Operating Income/(Loss)	3,971,734	1,524,271
Adjustments to reconcile operating income to net cash flow from operating activities:		
Depreciation and amortization	896,131	1,035,675
Change in provision for bad debt expense	-	-
WTE operations used to reduce lease costs	2,094,135	-
Other Post -Employment Benefits Expense less LT liability adj.	-	2,094,550
2015 Bond Insurance Expense (no cash amortization expense)	19,497	19,497
Change in Prepaid Pension Expense	136,726	133,830
Change in NYSRS Retirement expense assoc. with GASB 68	-	-
Changes in operating assets and liabilities:		
Accounts receivable	366,347	(341,836)
Other Receivables	(622,604)	(176,400)
Prepaid expenses	260,808	333,300
Accounts payable and accrued expenses	(513,423)	(487,725)
Total Adjustments	2,637,617	2,610,890
		-
NET CASH FLOW FROM OPERATING ACTIVITIES	6,609,350	4,135,161

Finance Lease Balances as of August 10, 2022:

<u>Equipment Schedule</u>	<u>Initial Principal</u>	<u>Total Interest</u>	<u>Balance (Prin. + Int.)</u>	<u>Payment Amount</u>	<u>Payments Left</u>	<u>Lease Beg / End</u>	<u>Int. Rate</u>
#1 – 5 Tractors and Trailers	\$1,050,398	\$51,400	Paid off 03/31/2021				1.75%
#2 - 2 Tractors and 1 Loader	\$ 554,288	\$28,117	Paid off 08/31/2021				1.81%
#3 - Grinder and Roll-Off	\$ 903,471	\$52,115	Paid off 8/15/2019				2.28%
#4 – Shredder, Mat. Handler, and Dump Truck	\$1,089,510	\$61,295	Paid off 03/31/2021				2.20%
#5 – 2 Dumps, 4 Trailers	\$ 577,983	\$35,096	\$61,308	\$61,308	1/10	1/2018 – 9/2022	2.5%
#6 – 1 Loader	\$ 476,095	\$52,087	\$104,174	\$52,087	2/10	5/2018 – 4/2023	3.38%
#7 – 1 Loader, 3 Dumps	\$ 968,207	\$81,935	\$315,042	\$105,014	3/10	12/2018 – 9/2023	3.31%
#8 – 1 Loader, 2 Dumps	\$ 722,043	\$57,200	\$622,600	\$77,825	8/10	4/2021 – 4/2026	2.80%
Total Balance	\$6,341,995	\$419,244	\$1,103,124				

RECYCLING/OPERATIONS COMMITTEE MEETING MINUTES

July 20, 2022

Time: 4:00 p.m. / Location: 100 Elwood Davis Rd., N. Syracuse NY 13212

Members: A. Bianchetti – Chair, S. Pasquale – V. Chair, L. Colon Torres, E. Gilligan, L. Klosowski, R. Zaccaria, D. Daley

Present : A. Bianchetti, S. Pasquale, E. Gilligan, L. Klosowski, D. Daley

Absent : L. Colon Torres, R. Zaccaria

Also Attending: J. Gascon, M. Cirino, M. Mokrzycki, K. Spillane, R. Czerwiak, C. Albinio, K. Lawton, W. Wallak, J. Connery, M. Bianchetti

Guest(s):

The meeting called to order at 4:05 PM

A quorum is present.

K. Spillane presented a resolution for tire disposal services. The purpose of this discussion is to obtain consensus to move the resolution to the full Board for approval.

- OCRRA accepts tires from residents at its transfer station.
- In 2021 OCRRA disposed of less than 100 tons of tires.
- Currently, OCRRA uses the services of SGS Recovery LLC of Niagara Falls, NY.
- The cost of this services was \$90 per ton with a trailer fee of \$875.
- Through June 2022, OCRRA has spent approximately \$15,120 for the disposal of nearly 70 tons of tires.
- The Agency is concerned that if the disposal needs continue the Executive Director will exceed his purchasing authority.
- The agency went out to bid for these services for the remainder of 2022 and received two bids.
- One from SGS Recovery for \$145 per ton and a second from Geiter Done for \$268 per ton. No trailer fees in either bid.
- Management recommends retaining services from SGS Recovery of Niagara Falls, NY.

E. Gilligan asked if it was common for the tire volume to be so high.

K. Spillane responded that these volumes are common. Tires are only accepted from residents. Commercial customers pay for this service.

E. Gilligan moved and L. Klosowski seconded to forward the resolution.

The committee unanimously consented to move the resolution to the full Board in August.

K. Spillane presented a resolution to purchase two dump trucks. The purpose of this discussion is to obtain consensus to move the resolution to the full Board for approval.

- OCRRA purchased six dump trucks from Kenworth with the dump bodies made by Viking Cives (USA).
- The Agency has been operating these trucks since 2017.
- The trucks are versatile for hauling mixed C&D into the WTE facility and ash to the landfill.
- Management recommends the Agency purchase two additional dump trucks from Utica General Truck Company.

- The purchase would be for two Peterbilt 567 dump trucks with dump bodies made by Viking Cives.
- These units are specified in the 2023 capital plan.
- Payment on these units would be made upon delivery.
- Once these trucks are added to the fleet, two tractor and trailer units will be retired and sold through auction.
- The total cost for this purchase is \$425,182.
- The County Purchase Agreement Contract reduced the chassis cost by 38% and a 30% option discount for the dump bodies.
- Costs associated with freight are included in the price.

The resolution will be reworded to include a 5% contingency factor. That change will be made and reflected in the resolution that will be presented to the full Board in August.

E. Gilligan asked how this purchase would be paid for.

M. Mokrzycki responded that this would be a cash purchase.

E. Gilligan asked if these trucks would require liners.

K. Spillane responded that these trucks do not require liners. The liners are used in the trailer bodies.

L. Klosowski moved and E. Gilligan seconded to forward the resolution.

The committee unanimously consented to move the resolution to the full Board in August.

K. Spillane gave an update on the auction of old equipment.

- 10 items were up for auction.
- \$82,767.55 was received.
- A final report will be given.
- Items ranged from a 2005 Skid steer to a 1992 stake body truck.
- Another trailer and an air compressor will be auctioned by the end of the year.
- \$100,000 was budgeted for auction items.

W. Wallak gave an update on the recycling education plan.

- The campaign results are from January through June 2022.
- Google Search results since January:
 - 97,504 – impressions
 - 24,196 – clicks
 - 24.82% click through rate (CTR) – benchmark is 3.17%
- Two videos on what to recycle were shown to the committee.
- “Recycling Gets Real” – TV commercial currently running on CNN, Discovery, HGTV, History, ESPN, MSNBC, FOOD, TNT, Hallmark, and USA networks.
- “Recycling Gets Real” - Radio commercial currently running on iHeart Radio, B104FM and Y94 FM.
- Video: “Don’t Bag Recyclables” Facebook/Instagram advertising results June:
 - 472,970 – impressions
 - 11,622 – clicks
 - 2.47% click through rate (CTR) – benchmark is 0.90%

- 127 shares, 72 comments
- Total campaign results (Google Search, Facebook/Instagram, YouTube):
 - 843, 977 – impressions
 - 36,878 – clicks
 - 4.36% click through rate (CTR)
 - 28,403 web sessions
 - 18,440 – new users
 - 11,480 goal completions
 - 40.52% goal conversion rate

M. Mokrzycki updated the committee on the budget timeline.

- Workshops will begin in July.
- August - the draft budget will be presented to the Recycling and Operations and Administration committees.
- September - Recycling and Operations will endorse the budget and the Administration committee will move the resolution to the full Board in October.
- The full Board will vote on the Budget.

D. Daley motioned and L. Klosowski seconded to adjourn the meeting.

A collective ‘aye’ was recorded.

The meeting was adjourned at 4:45 pm.
Meeting minutes were taken by R. Czerwiak

**RESOLUTION AUTHORIZING EXECUTIVE DIRECTOR TO
PURCHASE TIRE DISPOSAL SERVICES FROM SGS
RECOVERY**

WHEREAS, The Onondaga County Resource Recovery Agency (OCRRA) receives tires at its transfer station and has the need to dispose of these tires; and

WHEREAS, OCRRA requested and received quotes for the disposal of tires pursuant to the Agency Procurement Policy, and SGS Recovery LLC of Niagara Falls, New York, was the lowest quote at \$ 145.00 per ton. OCRRA issued a purchase order for the fiscal year 2022 based on an estimate of tires received; and

WHEREAS, due to the amount of tires being disposed in 2022, it is anticipated that the total disposal cost for these items will exceed the purchasing authority of the Executive Director; and

WHEREAS, OCRRA went out to bid for tire disposal services for the remainder of the fiscal year 2022 also in compliance with the Agency Procurement Policy and SGS Recovery was the low bidder for the disposal of tires at \$ 145 per ton; now therefore be it

RESOLVED, the Onondaga County Resource Recovery Agency does hereby authorize its Executive Director to purchase tires disposal services from SGS Recovery for \$ 145 per ton for a total not to exceed \$ 40,000 for the period of January 1, 2022 to December 31, 2022. This Resolution shall take effective immediately.

Resolution Adopted Date: _____

Ayes: _____ **Nays:** _____ **Abstain:** _____

Signed: _____

RESOLUTION BRIEF

TIRE DISPOSAL

August 10, 2022

OCRRA accepts tires from residents at its transfer station. In 2021 OCRRA disposed of less than 100 tons of tires through SGS Recovery LLC of Niagara Falls, New York at a cost of \$90 per ton with a trailer fee of \$875. Reviewing midyear data, OCRRA is set to outpace last year's need for tire disposal. Through June 2022, OCRRA has spent approximately \$15,120 for the disposal of nearly 70 tons of tires. If the Agency continues to receive tires at the current pace, Board approval will be required for these services once they exceed the Executive Director's purchasing authority.

The Agency, therefore, went out to bid for these services for the remainder of 2022 and received two bids. One bid from SGS Recovery for \$145 per ton and a second bid from Geiter Done for \$268 per ton. No trailer fees in either bid. The price from SGS is comparable to what we were paying previously with a trailer fee, so the new tip fee incorporates that cost. Therefore, it is management's recommendation that the Board authorize the Executive Director to purchase tire disposal services from SGS Recovery, LLC of Niagara Falls at a cost of \$145 per ton with a not to exceed of \$40,000 for the entire year of 2022, including expenses incurred from January to present.

**RESOLUTION AUTHORIZING EXECUTIVE DIRECTOR TO
PURCHASE TWO DUMP TRUCKS TRACTOR CAB/CHASSIS
AND DUMP BODY/TARP SYSTEMS FROM COUNTY
CONTRACT**

WHEREAS, the Onondaga County Resource Recovery Agency is in need of two replacement dump trucks for use in hauling ash and processable construction and demolition waste to the Waste-To-Energy plant; and

WHEREAS, the Recycling and Operations Committee recommended that the Board authorize the Agency's Executive Director to proceed with the purchase of two Peterbilt 567 dump truck tractor cab chassis off the County Contract from Utica General Trucking Co., Inc. of Utica, N.Y., and two Viking Cives (USA) dump bodies and tarp systems off county contract from Viking Cives Group of Harrisville, N.Y., at a price of \$ 425,182, plus an allowance for up to a 5% contingency factor, in accordance with the Agency's Procurement Policy, and in accordance with the Agency's 2023 capital plan to accommodate these purchases; now, therefore be it

RESOLVED, that the Onondaga County Resource Recovery Agency hereby authorizes the purchase, by its Executive Director, from the County Contract, two model year 2023 Peterbilt 567 dump truck tractor cab chassis from the Utica General Truck Co, Inc. of Utica, N.Y., and two Viking Cives (USA) dump bodies and tarp systems from Viking Cives Group of Harrisville, N.Y. for the total purchase price not to exceed \$ 446,441, which includes a 5% contingency factor. This Resolution shall take effect immediately.

Resolution Adopted Date: _____

Ayes: _____ **Nays:** _____ **Abstain:** _____

Signed: _____

RESOLUTION BRIEF

Purchase of Two Dump Trucks

August 10, 2022

OCRRA purchased six dump trucks from Kenworth with the dump bodies made by Viking Cives (USA). The Agency has been operating these trucks since 2017 and have found them versatile for hauling our mixed C&D into the Waste to Energy facility and ash to the landfill.

It is therefore recommended that the Agency purchase two additional dump truck units, however, we are recommending these purchases from Utica General Truck Company for two Peterbilt 567 dump trucks with dump bodies made by Viking Cives, with the pricing from the updated County Contract, please see attached quote. These units are specified in the 2023 capital plan and by authorizing the purchase now, it will assist the Agency in expediting delivery for next year. Payment on these units will be made upon delivery. Once these trucks are added to the fleet, the Agency will retire two of its tractor and trailer units and will be selling them through the auction process as excess equipment, which may offset the purchase of these new trucks.

The total cost for this purchase will be \$425,182. The County Purchase Agreement Contract reduced the chassis cost by 38% and a 30% option discount for the dump bodies. Costs associated with freight are included in the price for the units.

LEY CREEK AD-HOC COMMITTEE MEETING MINUTES

July 28, 2022

Time: 4:00 p.m. / Location: 100 Elwood Davis Rd., Liverpool NY 13212

Ad-Hoc Members: *D. Lawless- Chair, J. Copanas, C. Dunham, T. Glazier, L. Klosowski, E. Gilligan, D. Daley*

Attending: D. Lawless, J. Copanas, T. Glazier, L. Klosowski, E. Gilligan, B. Page, C. Dunham, D. Daley

Absent: T. Glazier

Also Attending: J. Gascon, M. Mokrzycki, K. Spillane, R. Czerwiak, C. Albunio, W. Wallak, J. Connery

Guests: A. Schellberg, B. Piedmont-Fleischmann

D. Lawless called the meeting to order at 4:00 pm.

Quorum is present.

Board members and Agency staff introduced themselves to A. Schellberg and B. Piedmont-Fleischmann from Cornerstone, PLLC. They are here today to present their proposal for the Ley Creek Conceptual Design and Preliminary Feasibility Study. Copies of the proposal were distributed.

C. Albunio gave a brief history of Ley Creek, steps that are being made to recondition the site and future goals for the area:

- The site is currently permitted for acceptance of solid waste. Allowing for 1,200 tons per day of solid waste, municipal solid waste (MSW) and construction and demolition debris (C&D).
- The permit for the site will be expiring March 2024.
- OCRRA will need to submit an application for renewal 180 days prior to the expiration of the current permit.
- In order to continue use, the site will need to be brought into compliance with the current NYSDEC 360 regulations.
- Concepts for Ley Creek future use were outlined in OCRRA's 2022 Strategic Plan.
- The Onondaga County Solid Waste Management Plan requires that OCRRA have contingency capacity in the event that the WTE facility was not operational and waste needed to be moved and disposed of outside of the County. Currently that capacity is limited by Ley Creek's aging infrastructure.
- Copies of a property survey were distributed. Areas of focus were just the property that OCRRA currently owns.
- Cornerstone will be working to develop conceptual feasibility and conceptual design using only the land that OCRRA currently owns.

A discussion followed.

A. Schellberg explained the process for developing the site's options. When it comes to sizing the facility, historic waste records are used. (What was brought in, at what times of day, etc.) This information is used to model a mass balance that considers variables such as waste delivery rates, processing rates and an assumed density of the waste. These variables determine tipping floor size and the size of the building needed.

The committee discussed cost scenarios. D. Lawless said that he understood it was important to address the need for capacity to move waste outside of the County if something happened to the WTE Facility or, if in the long term, that the County's waste was no longer delivered to the WTE Facility. D. Lawless further stated that with Rock Cut's permit limit of 800 tons per day, the need to address this full need of handling, transferring, and disposing of the remainder the current waste stream was approximately the 1200 tons of necessary permitted capacity at Ley Creek. However, D. Lawless also stated that the need isn't presently there for a 1200 ton per day facility, but that current capacity needs seemed to be more in the range of 600 tons per day which has a much different cost impact to the Agency. He asked if the NYSDEC would permit Ley Creek for the current 1200 per ton capacity then allow the Agency to build a smaller facility that operationally only handled 600 per day, but could be expanded to the 1200 tons per day by adding additional shifts? D. Lawless also emphasized that the feasibility study should address whether the site was sufficient enough to allow the building to be physically expanded if the increase in capacity was not temporary.

A. Schellberg stated that he has had experience with designing transfer sites that would have phases or expansion potential built into the design to allow the transfer station to grow with the waste stream it was designed to address. This approach could provide the foundation for future expansions. B. Piedmont-Fleischmann also noted that operational modifications (such as a second shift or expanded hours) are an alternative to building phases/expansion concepts.

J. Copanas emphasized that one of the areas that proved very challenging with the Ley Creek site in the past was the very narrow access road which led to a choking point especially for exiting vehicles. J. Copanas asked that the engineer provide an evaluation of whether the access road in and out if the site could be modified, based on current right of way provided by the adjacent property owner, and include that information in the study.

Cornerstone, PLLC will investigate that possibility. K. Spillane further suggested that the Agency counsel should look at the right of way provided by the property owner to determine feasibility before any engineer analysis is completed.

As this process continues, Cornerstone, PLLC will create a design basis memorandum that will outline OCRRA's wants and needs. This will include input from the Board, management and operational staff to design a site that will be multipurpose in function and flexible for future uses. The design basis is not just about the physical asset, it's also about how the site will operate.

A discussion followed.

The committee discussed property and construction limits based on the wetland delineations.

The committee discussed wetland mitigation.

The committee discussed the project schedule. The project schedule was included in the proposal from Cornerstone, PLLC.

- Authorization from OCRRA.
- Design basis memorandum.
- Conceptual site planning.
- Engineer's opinion of probable construction cost.
- Conceptual design & preliminary feasibility study final report.

E. Gilligan asked if Cornerstone, PLLC will also be including additional work for the permit application in addition to the conceptual design and feasibility study.

K. Spillane added that the Board will need to consider any future project phases after the feasibility study is completed and a determination is made to proceed to complete the permit application process.

Cornerstone, PLLC will next submit a draft design basis memorandum to the committee. That document will be reviewed and modified by the committee.

The committee will meet in August to further discuss this work.

D. Daley asked how cost estimates would be determined.

A. Schellberg responded that due to the uncertainty of the construction industry, cost estimates will be given with current costs and anticipated costs.

E. Gilligan asked if there was a date for the next meeting.

K. Spillane responded that there is no date set and wanted Cornerstone to have a sufficient amount of time to begin their work, but that the next meeting would be approximately at the end of August.

L. Klosowski motioned and E. Gilligan seconded to adjourn the meeting.

A collective aye was recorded.

The meeting was adjourned at 5:10 pm.

Meeting minutes taken by R. Czerwiak

GOVERNANCE COMMITTEE

Minutes

July 6, 2022

ATTENDANCE

Committee Members: Blair Page (Committee Chair), Joe Driscoll, Corey Dunham, Lee Klosowski, Don Lawless, Stephanie Pasquale

Also Present: Kevin Spillane, Maria Cirino, Jim Gascon, Mike Mokrzycki, Cristina Albunio

Absent: John Copanas

The following summarizes the July 6, 2022 virtual Governance Committee (“Committee”) meeting which started at 4:02pm.

B. Page gave an introduction to a proposed change to section eight of the Corporate Governance Principles to clarify voting in Ad-Hoc Committees and allow Board-approved Ad-Hoc Committees to sponsor resolutions to the Board.

- J. Gascon explained the two changes to section eight.
- D. Lawless moved, S. Pasquale seconded the resolution, a collective “aye” was recorded, none opposed. Motion carried.

Role of the Board Chair on Committees was discussed at the meeting regarding counting towards quorum and voting on moving resolutions to the Board.

- Section eight of Corporate Governance Principles states that only appointed Board members of the Committee count towards quorum. J. Gascon explained that the Board Chair is not appointed to the Committee and therefore cannot count towards quorum. The Board Chair is an ex-officio member of all the Committees, but is not appointed to the Committees.
- Section eight also states “Resolutions shall be moved out of such Committees where there is a quorum consisting of a majority of the Board members appointed to the Committee minus one, only by recorded majority vote of the Committee members then present or unanimous consent of the Committee members present but in all instances, a minimum affirmative votes of three Committee members, including counting the Board Chair if present or Vice Chair if Board Chair is not present, are required to sponsor such a Resolution at the next Agency Board meeting.”
- J. Gascon said the question from previous discussions remains on if we want the Board Chair to count towards quorum at Committee meetings.
- J. Gascon expressed the position of J. Copanas regarding this topic; in the past, the Board Chair has not been a voting member nor counted towards quorum at Committee meetings as it could result in a resolution moved to the Board by less than a majority of Committee members present.
- S. Pasquale said currently we struggle to have in person meetings and anything we can do to make it easier for the team to work together would benefit the Agency. C. Dunham and J. Driscoll agreed.
- L. Klosowski does not want to have things advance if the Committee does not support them. He said he understands the logistics and sees the problem of people not showing up for Committee meetings.
- D. Lawless has never been comfortable with having a quorum of less than 50% nor moving items out of a Committee without a majority of the Committee members voting to move a resolution.
- The Committee decided to table this item for future discussion.

A conflict of interest policy as recommended by the Authorities Budget Office (ABO) was reviewed by the Committee.

- M. Cirino gave an explanation on her research, provided conflict of interest policies for six agencies as well as a draft conflict of interest policy for the Agency using the ABO's model.
- B. Page opened up discussion on this topic and asked for comments and concerns regarding this document.
- D. Lawless asked for the definition of indirect conflict of interest. J. Gascon said he does not have expertise in conflicts of interest, but he knows from a legal standpoint that if there is an interest, they should recuse themselves.
- J. Gascon said the language in our code of ethics is very similar to the ABO's model, we basically have that language in our code of ethics already. He is concerned the language in the draft conflict of interest policy and our code of ethics are not in harmony with each other. He stated that the language in the draft conflict of interest policy is more up to date than the Agency's code of ethics.
- M. Mokrzycki said the ABO also has a model code of ethics policy. There are some pieces in the conflict of interest policy that are not addressed in our code of ethics. One option is to scrap what we have now and adopt the models of the ABO. J. Gascon agreed and said we should replace our code of ethics section with the model code of ethics from ABO.
- B. Page asked M. Cirino to see if the ABO has updated its code of ethics model and compare it side-by-side with ours for our next meeting. I agree with J. Gascon and M. Mokrzycki that we should not have things that are conflicting and we should keep it as streamlined as possible.

Annual review of Governance Committee Charter, Corporate Governance Principles and Code of Ethics:

- M. Cirino kicked off the discussion of the review of the three above documents and shared her screen in the virtual meeting.
- Discussion was held and no further changes were suggested at this meeting.

Annual best practices in corporate governance were discussed at this meeting.

- M. Cirino said there is a document from the ABO she wants to give to the Committee regarding conducting Board meetings but wants to make sure they haven't already reviewed it.
- B. Page asked if there were any concerns about how we are running meetings or anything we should change. He asked M. Cirino to let the Committee know if I come across any best practices, please pass them along.
- J. Gascon said the Agency benefitted by improving voting by going to voice vote this year.

Annual self-evaluation of the Governance Committee was discussed

- All Committee members expressed how they felt the Committee has been active and is working well to address issues and gain clarification on existing language.
- J. Gascon said he has a better understanding about this Committee and the communication between me and M. Cirino has improved over time. His interaction with this Committee and his knowledge of what this Committee is about has improved over time. He thanks M. Cirino for that.
- B. Page said this is his 5th year on the Board and there is a lot of regulation that we need to be mindful of. He feels we do a good job and we adhere to the regulations that we need to.

C. Dunham made a motion to adjourn; J. Driscoll seconded. All were in favor. None opposed.

The Committee adjourned the meeting at 4:51pm.

Report submitted by Maria Cirino and approved by Blair Page, Governance Committee Chair

SCHEDULED MEETING CALENDAR

Onondaga County Resource Recovery Agency (OCRRA)
100 Elwood Davis Road, North Syracuse, NY 13212-4312
www.ocrra.org (315) 453-2866

2022

DATE	COMMITTEE	DAY OF MONTH	MEETING TIME
August 10, 2022	Board Meeting	2nd Wednesday	4:00 PM
August 17, 2022	Recycling and Operations Committee	3rd Wednesday	4:00 PM
August 30, 2022	Administration Committee	Last Tuesday	4:00 PM
September 14, 2022	Board Meeting	2nd Wednesday	4:00 PM
September 21, 2022	Recycling and Operations Committee	3rd Wednesday	4:00 PM
September 27, 2022	Administration Committee	Last Tuesday	4:00 PM
October 12, 2022	Board Meeting	2nd Wednesday	4:00 PM
October 19, 2022	Recycling and Operations Committee	3rd Wednesday	4:00 PM
October 25, 2022	Administration Committee	Last Tuesday	4:00 PM

PUBLIC NOTICE:

PUBLIC AGENCIES PLEASE POST

cc:

OCRRA employees, Board of Directors, Covanta Energy, Public Notice/Agencies/Haulers