

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

BOARD MEETING AGENDA

November 9, 2022 – 4:00 p.m.

- I. ATTENDANCE/INTRODUCTION OF BOARD MEMBERS
 - a. PUBLIC PARTICIPATION
- II. APPROVAL/CORRECTION of October 12, 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**

October 19, 2022 - *Report*

- a. Resolution Authorizing Executive Director to Enter Into a Contract for Repairs and Improvements to Building 3 Floor at the Rock Cut Road Transfer Station
- b. Resolution Authorizing Contract for Newsletter Printing
- c. Resolution Authorizing the Executive Director to Contract With the Eagle and Post-Standard Newspapers for Distribution of the Agency's Quarterly Printed Newsletter
- d. Resolution Extending Contract to Conduct Household Hazardous Waste Collection

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

October 12, 2022 – *Special Meeting Report*

C. Ley Creek Planning Ad-hoc Committee _____ **D. Lawless**

November 3, 2022 – *Update*

- a. Resolution Declaring That the Proposed Purchase of Land by the Agency Shall Have No Significant Adverse Environmental Impacts

Miscellaneous: _____

I. UNFINISHED BUSINESS

II. NEW BUSINESS

III. ADJOURNMENT

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ONONDAGA COUNTY RESOURCE RECOVERY AGENCY

October 12, 2022 BOARD MEETING MINUTES

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

The October 12, 2022, Board meeting was called to order at 4:00 p.m.

Attendance of the Board was taken – quorum is present.

A member of the public is present, Katlen, a student from Syracuse University.

The Agency's new Public Information Officer, Tammy Palmer introduced herself to the Board. Tammy began with OCRRA this month.

The Board introduced themselves to T. Palmer.

D. Lawless moved and J. Driscoll seconded the approval of the minutes from the September Board meeting.

Roll was called and the minutes were approved with corrections as submitted.

K. Spillane presented his Executive Director report.

- The Board will be voting to adopt the 2023 budget and fees schedule today.
- OCRRA has hired a new Public Information Officer, Tammy Palmer.
- The Ley Creek Ad-Hoc committee did not meet in September. The next meeting will be at the end of October.
- The Agency continues to engage Covanta on the WestRock material.
- The Agency has developed an agreement for the WestRock material to be delivered during the last outage in off hours over a two-week period. The Agency will analyze the impact of this change before making any permanent decisions.
- The Agency Engineer has applied for the renewal of the permit for Amboy Compost facility.
- The Agency continues to work with local municipalities regarding the blue-bin / cart transition.
- OCRRA held its annual mercury collection event in September.
 - 94 residents attended.
 - 89 mercury thermometers and 51 mercury thermostats were collected.
 - 11 pounds of liquid mercury was also collected.
 - This event prevented 404 grams of mercury from entering the waste stream.
 - This is equivalent to the amount of mercury found in 20,200 fluorescent light bulbs.

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- K. Spillane joined a panel discussion with the Citizens Academy which was provided by Focus Greater Syracuse.
 - This was a great opportunity to provide information to residents of the County regarding environmental stewardship, water and waste management.

D. Daley asked for clarification of ‘outage’. Specifically what it means that Covanta is in outage.

K. Spillane responded that periodically throughout the year Covanta shuts down certain parts of its operation for routine maintenance.

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

This report reflects August 2022 data.

- Tonnage volume was slightly higher than expectations.
- Electricity revenues remained strong. The August rate was 6.9c/kWh.
- Electricity revenue was approximately \$1,400,000.
- Expenses were approximately 1.5% above budget.
- The Agency is expecting to be in a “net pay” position on recyclables for the remainder of the year.
- The Agency’s cash balance at the end of August were \$18.6M. (\$10.4M prior year)
- The Agency began the year with \$14.2M in cash reserves.

S. Pasquale moved and L. Colon Torres seconded to approve the Treasurer’s Report.

Roll was called and the report was unanimously approved.

The **RECYCLING AND OPERATIONS COMMITTEE** report was presented by A. Bianchetti. Copies of the report from the September 21st meeting were distributed and discussed.

- The committee discussed several items. Including three resolutions that will be voted on today.
- S. Pasquale asked the Board members if they had adequate time to review the minutes from that meeting.
- The Board agreed that they had reviewed the minutes and S. Pasquale introduced the first resolution.

Resolution # 2352 – Resolution Authorizing Executive Director to Contract for Demolition and Removal of Inoperable Transformers was moved by S. Pasquale and seconded by L. Klosowski.

E. Gilligan asked when this would begin.

C. Albinio responded that upon approval, the Agency would contact the contractor and get the project on a schedule.

J. Copanas asked if the cost of this project was included in the budget.

M. Mokrzycki responded that this was part of the capital budget.

T. Glazier asked if the cost included disposal.

C. Albinio responded that the cost did include disposal. The cost is based on a ‘worse case’ scenario and that all that is included in the resolution may not be needed.

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

Resolution #2353 – Resolution Authorizing and Affirming Executive Director’s Continuing Contracts for Rock Cut Road Transfer Station Building 2 Optimization – was moved by S. Pasquale and seconded by J. Driscoll.

There was no further discussion.

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

Resolution #2354 – Resolution Authorizing Executive Director to Enter into a Contract for Engineering Design Work for the Amboy Compost Wastewater Conveyance System was moved by S. Pasquale and seconded by D. Daley.

There was no further discussion.

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

The **SPECIAL ADMINISTRATION COMMITTEE** update was presented by J. Copanas. Due to lack of quorum, the September Administration committee meeting was canceled. The committee met prior to today’s Board meeting.

- The committee discussed the 2023 tipping fee schedule and the OCRRA 2023 budget resolutions, as well as a resolution for the purchase of the adjacent Ley Creek property.
- The Board will need to vote on the 2023 tipping fee schedule and the OCRRA 2023 budget at today’s meeting.

Resolution #2355 – Resolution Adopting Tipping Fees and Related Charges for Fiscal Year 2023 was moved by J. Copanas and seconded by L. Colon Torres.

There was no further discussion.

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

Resolution #2356 – Resolution Adopting an Agency Budget for Fiscal Year 2023 was moved by J. Copanas and seconded by A. Bianchetti.

There was no further discussion.

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

B. Page commended the Agency staff for their hard work on the 2023 budget.

Resolution #2357 – Resolution Authorizing Agency Executive Director to Purchase the Ley Creek Parcel and Requesting Onondaga County Legislature to Authorize Such Purchase was moved by J. Copanas and seconded by T. Glazier.

A friendly amendment was made to change the language in the Resolved section of the resolution.

J. Copanas moved and D. Lawless seconded the friendly amendment.

A discussion followed.

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E. Gilligan asked what funds would be used for this purchase.

M. Mokrzycki responded that the Agency would use reserves for this purchase.

E. Gilligan asked what the land would be used for.

K. Spillane responded that the Agency is exploring uses for this property. One option is an Ecosite, or a central location to bring various items for disposal.

J. Copanas added that there have been extensive conversations regarding the purchase and use. OCRRA has been considering this endeavor for some time.

T. Glazier commented that OCRRA would be unable to further any plans for development without the initial approval of the purchase.

M. Mokrzycki added that this purchase would benefit the Agency because it will add much flexibility for the Board to decide what the future of Ley Creek could/should be.

There was further discussion.

J. Gascon will be recusing himself from representing OCRRA in this transaction due to conflict. J. Wallace will be representing OCRRA.

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

B. Page asked Agency staff if they had any updates for the Board.

Each staff member gave an update.

A. Bianchetti asked how bid participation has been.

C. Alburnio responded that bid response has been poor. There are several factors that are contributing to this.

There will be an Audit committee meeting scheduled for mid/end of November.

The Board discussed the Agency's resolution procedures and Board attendance.

J. Copanas asked when office renovations would begin.

M. Mokrzycki responded that construction would begin in approximately 4 weeks.

B. Page ended the meeting with a plaque presentation to T. Glazier for his time with the OCRRA Board. T. Glazier has been a Board member since October of 2015. Today is his last meeting.

D. Lawless moved and L. Klosowski seconded to adjourn the meeting.

A unanimous aye voice vote was recorded.

The Board adjourned at 5:05 p.m. the Board members will remain for Ethics Training.

Board Minutes were taken by R. Czerwiak

Executive Director's Report

November 2022

With the end of the year in sight, we're marking the end of a few projects and the beginning of others. You'll see some changes around the office this month as we have started clearing space to make way for a new conference room. The plans involve moving a few cubicles, new furniture for the conference room and an expanded breakroom. There are also big construction projects in the early stages at Rock Cut, Ley Creek and Amboy.

Ley Creek

A "work in-progress" site plan for the feasibility study of a new transfer facility at Ley Creek was reviewed by the Ad-Hoc Committee last week. Cornerstone is rapidly advancing the design to meet permitting deadlines. Details include spot elevations, road slopes, vehicle travel path envelopes, max project queue lengths/vehicle counts, a Transfer Station Building floor plan and tipping floor waste storage volumes. High level building details include:

- 8 tipping slots
- 2 load out slots
- 200'x250' building size (the existing building is 120'x220', the existing deck is 80'x220')

OCRRA Deputy Director Mike Mokrzycki also joined me to update the Ad-Hoc Committee on our meeting with Onondaga County Legislature Chairman Jim Rowley and Senior Deputy County Attorney Ben Yaus. The County Legislature plans to consider the purchase of property at Ley Creek as follows:

- Dec. 12, 2022 - Environmental Protection Committee.
- Dec. 15, 2022 - Ways and Means Committee.
- Jan. 3, 2023 - Full Legislature's annual organizational meeting.

Based on a request from county officials, OCRRA completed a SEQR process regarding acquisition of the property. With the guidance of Agency Attorney Jim Gascon, the Ad-Hoc Committee reviewed the unlisted action and approved a resolution for your consideration at this meeting.

In addition, demolition of the obsolete transformers at Ley Creek is expected to begin before the end of the year, as we start the physical transformation of Ley Creek.

Engineering

The Agency engineer has completed all contracts for the Building 2 optimization work approved at the previous Board meeting. We anticipate beginning work in January, with completion by March.

Floor improvements in Building 3 are also on the agenda this month. With normal use, the floor continues to wear down each year. Cornerstone's Optimization Report suggests a new wear-resistant topping would preserve the floor and prevent additional improvements for five years, per the product warranty. The floor installer believes the benefit could last

even longer. With these two big improvement projects at Rock Cut, we will have expended all the money in the original 2019 bond funds. Paving and any other asset preservation activities will continue to be included in the 5-year capital plan, going forward.

The Agency engineer also reported that she has received the second, and final, stormwater monitoring results for 2022. All stormwater runoff, from both transfer stations, met the requirements of our stormwater discharge permits. This is the first time since 2008 that OCRRA has had a full year of stormwater compliance for both transfer sites, primarily due to improvements at Rock Cut and ceasing operations at Ley Creek. That is just another indication that we are on the right track as we continue to rebuild our facilities.

Recycling and Outreach

Per the direction of the Board, we continue to meet with municipalities about the transition from blue bins to carts. We have been notified that the Town of Salina just went out to bid and will be making the transition to carts for its recycling collection.

Finally, as some of you may recall, OCRRA explored alternatives to non-deposit glass bottle recycling through a partnership with local bottle redemption centers and TOMRA, in 2021. The goal was to reduce glass contamination at the MRF and demonstrate that expanding the Bottle Bill, to include items such as wine and liquor bottles, was something residents would embrace. Bottle manufacturers require glass that has not been mixed with other recyclables at the MRF. Clean glass is infinitely recyclable.

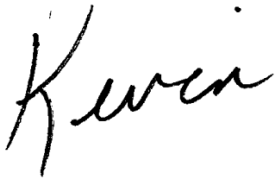
The volunteer drop-off program collected more than 30,000 pounds of glass within six months, doubling the number of incidental drop-offs previously. Given the opportunity, Onondaga County residents chose to recycle their glass bottles in a better way. The



program was so successful that many redemption centers ran out of room for non-deposit glass. As a result, unfortunately, the program has been halted after many of the centers stopped providing space for the non-deposit material.

At this stage, the Recycling Director and I feel we need to focus efforts on getting the Bottle Bill expanded. Adding a deposit to glass wine and liquor bottles would divert those materials to a sustainable recycling option and improve capacity in our curbside program. A 2019 RIT study concluded that a five-cent deposit on wine and liquor bottles would increase their recycling rate by 65%. The potential impact is clear if we can overcome a major hurdle. Expanding the infrastructure to implement changes throughout the state would cost an estimated \$35 million. We will double our efforts this legislative session through ongoing conversations with local representatives, emphasizing a growing call for this change in New York State.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Kevin". The signature is written in a cursive, flowing style with a large initial "K".

Treasurer Report

November 9, 2022

September 2022 Results:

September tonnage volume was fairly strong, about 4% over expectations. The tonnage over the past two months have helped bring our year-to-date tipping revenues within about 2% of expected.

The September electricity rate was 4.7c/kWh, which continues the relatively stronger pricing and has pushed our two-year trailing average price up over 3c/kWh (T4).

On the expense side, the Agency was pressured in several line items. Working through the planned outages at the OCRRF resulted in more bypass material than other months, and equipment repairs continue to be costly in both Compost and Transfer.

Cash Flow:

The Agency's cash balance at the end of September stood at **\$20.2M (\$11.3M Prior Year)**. The Agency began the year with **\$14.2M** in cash reserves.

Recycling Revenues and Expenses:

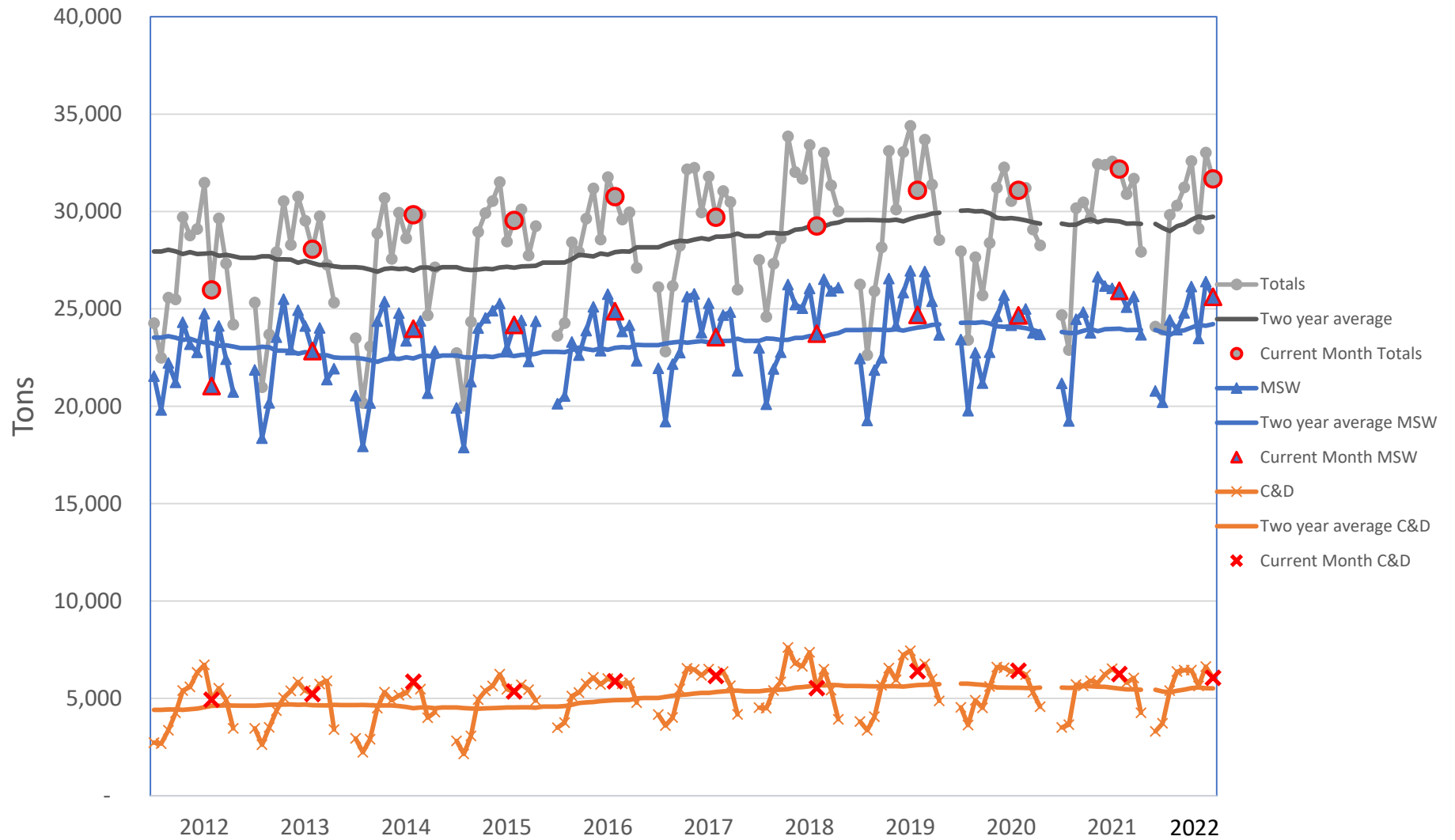
The Agency's payments for and revenue from residential recycling are summarized below. The income statement includes these amounts in "Other" (revenue) and "Recycling" (expense).

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)
July	-	(\$16,395)	(\$59,354)
August	\$ 90,051	-	\$30,697
September	\$148,645	-	\$179,342
Totals	\$255,732	(\$76,387)	\$179,342

Recycling Tip Fees charged to Haulers through September 2022 amounted to \$632,345.

Tonnage Data

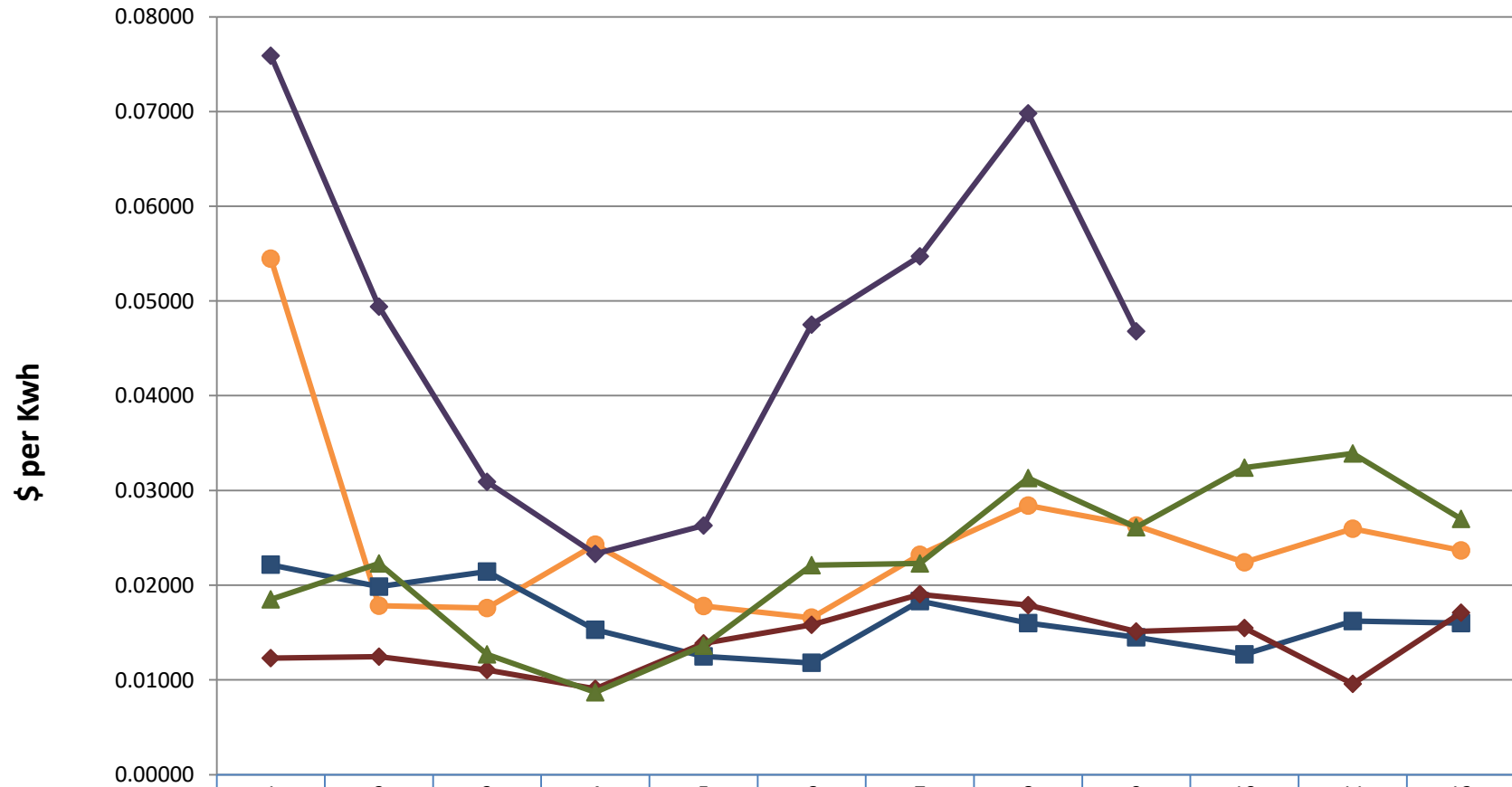
10 year trend



Actual \$/Kwh

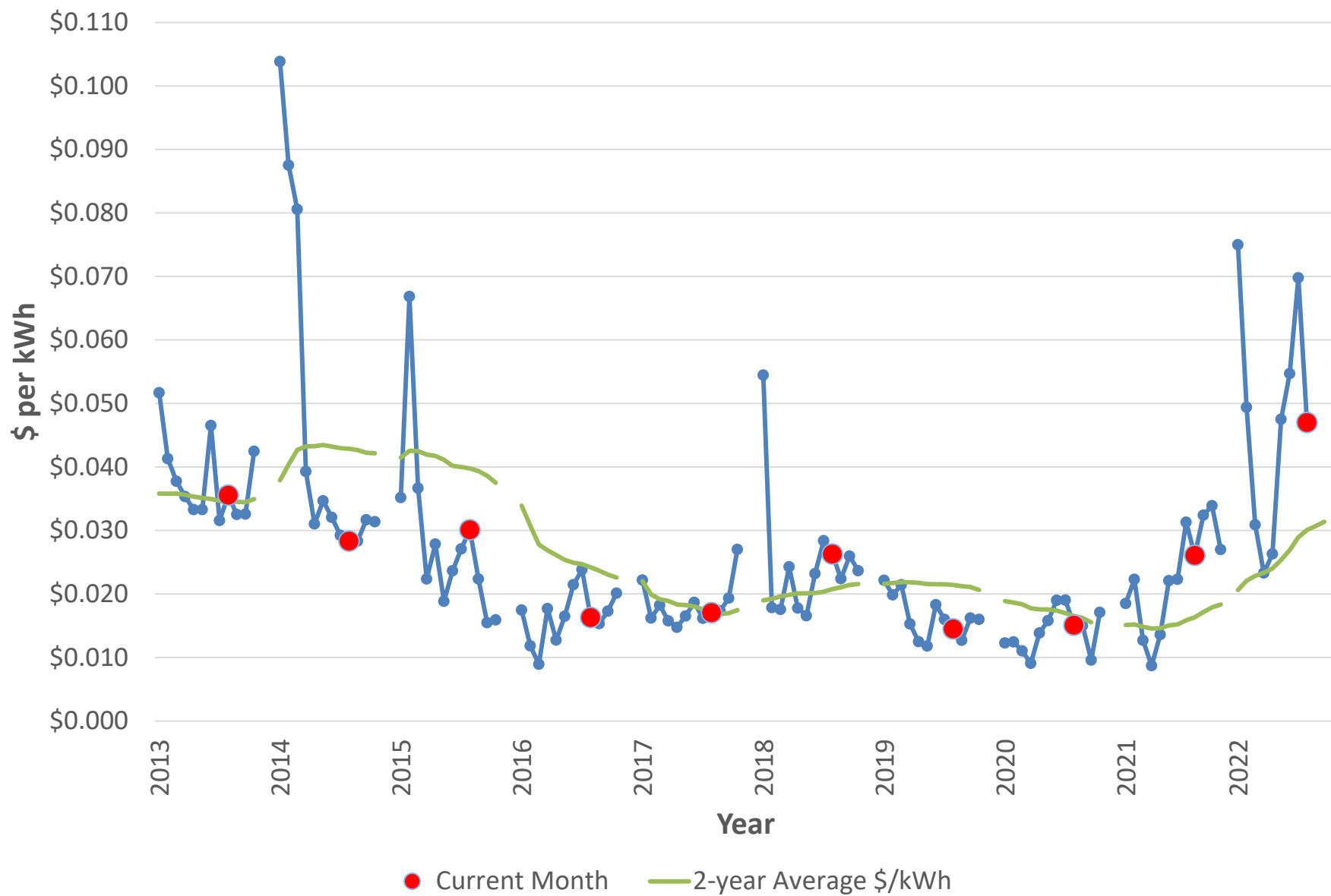
5-Year Comparison

2018 - 2022











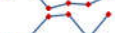













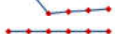









	1	2	3	4	5	6	7	8	9	10	11	12
2018	\$0.05446	\$0.01784	\$0.01757	\$0.02427	\$0.01778	\$0.01657	\$0.02320	\$0.02840	\$0.02629	\$0.02239	\$0.02595	\$0.02367
2019	\$0.02215	\$0.01986	\$0.02144	\$0.01528	\$0.01249	\$0.01180	\$0.01830	\$0.01600	\$0.01450	\$0.01270	\$0.01620	\$0.01600
2020	\$0.01228	\$0.01246	\$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	\$0.05470	\$0.06980	\$0.04680			

Actual \$ per kWh 2013 - 2022











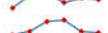





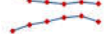






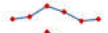










**ONONDAGA COUNTY RESOURCE RECOVERY AGENCY
2022 MONTHLY INCOME STATEMENT (UNAUDITED)**

	ACTUAL	BUDGET	\$ Var	%Var	5-year Trends		
	Sep 2022	Sep 2022			Min	Max	Trendline
OPERATING REVENUES							
Tipping Fees	2,913,502	2,804,000	109,502	4%	2,342,867	2,968,339	
Electric Revenue	871,295	270,000	601,295	223%	237,753	871,295	
Recovered Material Revenue	201,850	110,100	91,750	83%	25,632	209,883	
Grant Revenue	318,569	240,000	78,569	0%	-	496,989	
Compost Revenue	46,331	36,500	9,831	27%	46,331	91,209	
Other	35,151	33,580	1,571	5%	35,151	94,406	
Total Operating Revenues	4,386,698	3,494,180	892,518	26%			
OPERATING EXPENSES							
Personal Services	647,441	648,600	1,159	0%	442,269	647,441	
Contractual Services:							
Landfill Contracts	244,346	196,300	(48,046)	24%	164,733	261,845	
Other Contractual Services	1,372	8,500	7,128	84%	758	6,339	
Materials and Supplies	30,533	36,525	5,992	16%	30,533	81,457	
Professional Fees	35,297	35,250	(47)	0%	11,101	55,815	
Recycling	164,846	162,300	(2,546)	2%	4,950	165,485	
Composting	81,281	28,310	(52,971)	187%	10,781	81,281	
Hazardous Waste Disposal	18,386	10,750	(7,636)	71%	4,865	18,386	
Repairs and Maintenance	144,382	65,400	(78,982)	121%	32,624	144,382	
Utilities	10,987	9,465	(1,522)	16%	5,343	10,987	
Insurance	43,144	49,110	5,966	12%	43,144	49,905	
Operating Leases	8,750	9,500	750	8%	5,395	10,582	
Depreciation and Amortization	106,460	149,920	43,460	29%	106,377	152,710	
Payments to Host Communities	16,650	17,470	820	5%	16,470	30,270	
Other	53,477	37,350	(16,127)	43%	9,899	65,049	
Waste-to-Energy Operations Cost	1,942,164	1,906,850	(35,314)	2%	1,679,352	1,942,164	
Total Operating Expenses	3,549,516	3,371,600	(177,916)	5.3%			
OPERATING INCOME (LOSS)	837,182	122,580	714,602	583%	89,234	1,293,692	
OTHER REVENUE (EXPENSE)							
Interest Income - cash	1,633	300	1,333	444%	(3,728)	10,839	
Interest Income - non system	913	625	288	46%	465	8,646	
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	-	-	-	0%	-	27	
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	(21,779)	(33,275)	11,496	35%			
CHANGE IN NET POSITION	815,403	89,305	726,098	813%	65,392	1,267,847	

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UNAUDITED

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

YTD	ACTUAL Sep 2022	BUDGET Sep 2022	TOTAL BUDGET	\$ Var	%Var	5-year Trends		
						Min	Max	Trendline
OPERATING REVENUES								
Tipping Fees	24,471,910	24,928,000	32,866,000	(456,090)	2%	20,390,059	24,732,822	
Electric Revenue	7,760,598	2,430,000	3,275,000	5,330,598	219%	2,116,496	7,760,598	
Recovered Material Revenue	1,976,865	990,900	1,325,000	985,965	100%	644,711	1,976,865	
Grant Revenue	379,452	303,000	306,000	76,452	0%	57,312	1,235,027	
Compost Revenue	473,470	415,000	497,500	58,470	14%	447,345	626,318	
Other	518,594	391,670	510,500	126,924	32%	335,205	601,945	
Total Operating Revenues	35,580,889	29,458,570	38,780,000	6,122,319	21%			
OPERATING EXPENSES								
Personal Services	4,273,760	4,569,200	6,218,200	295,440	6%	4,073,513	4,380,191	
Contractual Services:								
Landfill Contracts	1,920,593	1,585,600	2,178,500	(334,993)	21%	1,271,208	1,920,593	
Other Contractual Services	88,460	79,600	108,600	(8,860)	11%	41,253	88,460	
Materials and Supplies	585,875	416,225	528,500	(169,650)	41%	363,086	585,875	
Professional Fees	267,142	274,550	481,000	7,408	3%	157,003	350,030	
Recycling	349,383	802,200	1,096,500	452,817	56%	123,623	1,640,867	
Composting	319,727	186,690	225,800	(133,037)	71%	142,178	319,727	
Hazardous Waste Disposal	72,855	96,750	136,000	23,895	25%	33,885	93,048	
Repairs and Maintenance	696,436	508,800	563,000	(187,636)	37%	298,975	696,436	
Utilities	114,558	119,735	163,600	5,177	4%	91,928	114,558	
Insurance	380,952	441,990	585,800	61,038	14%	380,952	446,930	
Operating Leases	78,888	85,500	115,000	6,612	8%	77,805	179,028	
Depreciation and Amortization	1,215,250	1,349,280	1,800,200	134,030	10%	831,275	1,463,344	
Payments to Host Communities	150,419	157,230	209,300	6,811	4%	148,180	266,952	
Other	371,225	320,150	454,000	(51,075)	16%	180,228	1,122,544	
Waste-to-Energy Operations Cost	17,306,944	17,014,250	22,931,500	(292,694)	2%	15,048,052	17,306,944	
Total Operating Expenses	28,192,467	28,007,750	37,795,500	(184,717)	0.7%			
OPERATING INCOME (LOSS)	7,388,422	1,450,820	984,500	5,937,602	409%	(550,382)	7,388,422	
OTHER REVENUE (EXPENSE)								
Interest Income - cash	6,794	2,400	3,000	4,394	183%	897	51,227	
Interest Income - non system	8,385	5,625	7,500	2,760	49%	4,377	66,291	
Interest Income - lease receivable	1,257,751	1,260,000	1,665,000	(2,249)	0%	1,257,751	1,596,593	
Interest Expense	(1,257,751)	(1,260,000)	(1,665,000)	2,249	0%	(1,596,593)	(1,257,751)	
Capital Lease Interest Expense	(27,820)	(28,000)	(40,000)	180	0%	(83,572)	(27,820)	
2019 Bond Interest Expense	(280,920)	(351,000)	(475,000)	70,080	0%	(313,179)	-	
Gain (loss) on sale of PP&E	88,715	90,000	100,000	(1,285)	0%	(84,440)	88,715	
Gain 2015 Deferred Inflow	52,821	52,200	70,000	621	1%	52,821	52,821	
Other Revenue - NET	(152,025)	(228,775)	(334,500)	76,750	34%			
CHANGE IN NET POSITION	7,236,397	1,222,045	650,000	6,014,352	492%	(879,001)	7,236,397	
NET POSITION - BOY	19,585,364	19,585,364	26,998,769					
NET POSITION - EOY	\$ 26,821,761	\$ 20,807,409	\$ 27,648,769					

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

	<u>9/30/2022</u>
ASSETS	
CURRENT ASSETS:	
Cash and cash equivalents	20,218,625
Accounts receivable (net of an allowance for bad debts of \$50,000)	3,136,323
Electric Revenue Receivable	968,106
Metal Revenue Receivable	44,843
Prepaid expenses and other receivables	1,720,073
Facility lease, current portion	2,220,000
TOTAL CURRENT ASSETS	<u>28,307,970</u>
ASSETS LIMITED AS TO USE:	
Investments held by trustee under indenture	8,244,953
 PROPERTY, PLANT and EQUIPMENT, net	 19,337,375
 DEFERRED OUTFLOW	 2,694,589
 FACILITY LEASE, net of current portion	 40,582,421
TOTAL ASSETS	<u>99,167,308</u>
LIABILITIES AND NET POSITION	
CURRENT LIABILITIES:	
Accounts Payable	4,192,458
Accrued Interest	966,813
Accrued Expenses and other current liabilities	143,270
2015 Bond Payable - Current	-
2019 Bond Payable - Current	-
Capital Lease Liability-Current	-
TOTAL CURRENT LIABILITIES	<u>5,302,541</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	4,180,905
2015 Series A Bond Payable, net of current portion	40,880,000
2015 Bond Premium	2,893,254
2015 Capital Fund Liability	250,573
2019 Bond Payable	9,255,000
2019 Bond Premium	1,163,106
TOTAL LIABILITIES	<u>64,932,143</u>
NET POSITION	
Invested in capital assets	8,464,704
Unrestricted	18,704,203
Restricted	7,066,258
TOTAL NET POSITION YTD	<u>34,235,165</u>
TOTAL	<u>99,167,308</u>

STATEMENT OF CASH FLOWS OCRRA

	YTD Through 9/30/2022	PYTD Through 9/30/2021
CASH FLOWS FROM OPERATING ACTIVITIES:		
Receipts from tipping fees	\$24,773,174	\$24,379,173
Receipts from electric revenue	7,244,102	3,308,866
Other operating receipts	3,347,296	3,920,419
Payments to vendors and suppliers	(4,701,715)	(4,587,565)
Payments to employees	(3,355,569)	(3,126,541)
Payments for Waste-to-Energy Operations	(14,165,911)	(13,240,219)
Payments for insurance and employee benefits	(1,448,014)	(1,480,669)
Net cash flow from operating activities	11,693,363	9,173,465
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	(556,796)	(1,035,305)
Proceeds from the sale of machinery and equipment	88,715	-
Purchase of property, plant and equipment	(606,437)	(387,322)
Payments for interest on bonds and leases outstanding	(1,265,297)	(1,344,141)
Net cash flow from capital and related financing activities	(5,109,815)	(5,406,768)
CASH FLOWS FROM INVESTING ACTIVITIES:		
Net change in investments held by trustee	(633,342)	(706,636)
Proceeds from interest on invested funds	15,179	6,772
Net cash flow from investing activities	(618,163)	(699,864)
NET INCREASE (DECREASE) IN CASH AND CASH EQUIVALENTS	5,965,385	3,066,833
CASH AND CASH EQUIVALENTS - BEGINNING OF YEAR	14,253,240	8,224,393
CASH AND CASH EQUIVALENTS -YEAR-TO-DATE	20,218,625	11,291,226

STATEMENT OF CASH FLOWS OCRRA

	YTD Through 9/30/2022	PYTD Through 9/30/2021
RECONCILIATION OF OPERATING INCOME (LOSS) TO NET CASH FLOW FROM OPERATING ACTIVITIES		
Operating Income/(Loss)	7,388,421	5,579,074
Adjustments to reconcile operating income to net cash flow from operating activities:		
Depreciation and amortization	1,215,250	1,463,344
Change in provision for bad debt expense	-	
WTE operations used to reduce lease costs	3,141,033	3,141,699
Other Post -Employment Benefits Expense less LT liability adj.	-	
2015 Bond Insurance Expense (no cash amortization expense)	29,245	29,245
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	301,264	(353,648)
Other Receivables	(517,581)	(227,738)
Prepaid expenses	(288,123)	(106,838)
Accounts payable and accrued expenses	287,129	(485,502)
Total Adjustments	4,304,943	3,594,392
NET CASH FLOW FROM OPERATING ACTIVITIES	11,693,363	9,173,465

Finance Lease Balances as of November 9, 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	Paid off 09/15/2022				2.5%
#6 – 1 Loader	\$ 476,095	\$52,087	\$52,087	\$52,087	1/10	5/2018 – 4/2023	3.38%
#7 – 1 Loader, 3 Dumps	\$ 968,207	\$81,935	\$210,028	\$105,014	2/10	12/2018 – 9/2023	3.31%
#8 – 1 Loader, 2 Dumps	\$ 722,043	\$57,200	\$544,775	\$77,825	7/10	4/2021 – 4/2026	2.80%
Total Balance	\$6,341,995	\$419,244	\$806,890				

RECYCLING/OPERATIONS COMMITTEE MEETING MINUTES

October 19, 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, L. Colon-Torres, E. Gilligan, L. Klosowski, D. Daley, B. Page

Absent : R. Zaccaria

Also Attending: M. Cirino, M. Mokrzycki, K. Spillane, C. Albunio, K. Lawton, P. Pastella, M. Bianchetti, J. Connery

Guest(s):

The meeting called to order at 4:03 PM

A quorum is present.

C. Albunio presented the resolution for building 3 floor improvements. The purpose of this discussion is to move the resolution to the full Board for approval in November. C. Albunio shared a presentation highlighting the Optimization Study's recommendations and the project's scope.

- The 2022 Capital Budget includes \$525,000 for RCR floor replacement and repaving.
- Repaving was approved by the Board in July 2022. The cost of that was \$20,186.
- The remaining amount left for improvements is \$504,800.
- In July 2021, the Board adopted Cornerstone's Optimization Study.
- Floor improvements were identified as a maintenance and asset preservation option.
- After completion of work performed under scheduled Phase 1 Building 2 Optimization in 2021 and Phase 2 Building 2 Optimization in 2022/2023, there is approximately \$298,000 of the 2019 Bond fund remaining.
- The Optimization Study defined that a tipping floor wear resisting topping would provide the most overall value for the facility's maintenance and asset preservation.
- Building 3 floor was scanned.
- It was recommended that the Building 3 floor be improved prior to further exposure of the underlying steel reinforcement in order to prevent damage to the structural components of the tipping floor.
- Building 3 floor drains have become damaged and are inoperable due to their current condition and location.
- The floor drains will be reconfigured.
- A set of drawings was prepared and distributed. A Request of Bid's (RFB) was released in September.
- One bid was received.
- OCRRA recommends that the Agency contract with Infrastructure Repair Services, LLC for an amount not to exceed \$721,920, allowing for a 5% contingency factor.
- Work will be completed no later than January 2023.
- Following the completion of this work, any remaining 2019 Bond funds will be applied to continued optimization projected in 2023.

E. Gilligan asked how old the floor was in Building 3.

C. Albunio responded that the floor was installed in 2020. The concrete used in original construction was not adequate. A harder concrete is necessary. Materials that were used to construct the floor did meet specifications in the original design, but they were simply not robust enough to hold up through the wear

and tear of daily use. This new material will have a 5-year warranty and is estimated to last three times as long as the current cement floor.

D. Daley asked if the Agency had completed a cost benefit cost ration analysis.

C. Albunio responded that was included in the Optimization Study.

B. Page asked how the floor had become so damaged.

C. Albunio responded that a number of things have contributed. Inadequate concrete aggregate, waste being dropped on the floor and equipment being used daily are just a few reasons why. This is regular wear and tear, not damage from a specific action.

A. Bianchetti asked if there were any other projects that Cornerstone has recommended.

C. Albunio responded that some of the recommendations for optimization techniques included increasing available floor space which could include covering the old conveyor pits in building 1 and 2 and increasing the number of useable tipping bays. Maintenance and asset preservation includes expanding the camera network and building systems relocation.

A. Bianchetti asked how many companies showed interest in this bid.

C. Albunio responded that although there were a couple of companies that had showed interest, they were not certified installers of the product to be used and were unable to complete a bid.

A. Bianchetti asked if the Agency had any past experience with the chosen bidder.

C. Albunio responded that OCRRA has not worked directly with the company in the past, but that approximately 10 references were received, and they came highly recommended.

D. Daley made a motion and L. Klosowski seconded to move the resolution to the full Board.

A collective 'aye' was recorded.

K. Lawton presented a resolution for the newsletter printing contract. The purpose of this discussion is to move the resolution to the full Board for approval in November.

- The quarterly newsletter is a key element of OCRRA's strategic communication plan.
- The newsletter is available online and in hardcopy format.
- Approximately 70,000 residents receive the publication each quarter.
- All newsletter costs are 50% grant reimbursable through the NYSDEC.
- The current contract for this service expires at the end of 2022.
- This proposed resolution does not include distribution costs.
- The printing RFP was advertised and sent to ten commercial printers.
- One vendor declined to bid, two proposals were received, and seven vendors did not respond.
- Eagle News/Community Media Group (the current printer) was the lowest bidder.
- Management recommends that the Community Media Group (Eagle News) remain OCRRA's vendor to print the OCRRA newsletter at its current large tabloid size, four times a year for three years with a cost not to exceed \$25,000 per year. This is approximately \$0.06 per issue.
- This amount is fully covered under the 2023 newsletter budget line.

B. Page asked if this was for full color printing.

K. Lawton responded that yes, this is for full color.

E. Gilligan made a motion and S. Pasquale seconded to move the resolution to the full Board.

A collective 'aye' was recorded.

K. Lawton presented the resolution for newspaper distribution of the quarterly OCRRA newsletter. The purpose of this discussion is to move the resolution to the full Board for approval in November.

- This resolution is for the newsletter distribution through the Post-Standard and Eagle Newspapers for one year.
- Contracts for this service expire at the end of 2022.
- Since 2013, OCRRA's newsletter has been distributed by the Sunday Post-Standard and the four weekly Eagle Newspapers that service Onondaga County.
- Management recommends a resolution to have Eagle News and Post-Standard distribute the OCRRA newsletter quarterly, at a cost not to exceed \$25,000 per year.
- This amount is fully covered under the 2023 newsletter budget line.

D. Daley asked for a breakdown of distribution per vendor.

K. Lawton responded that approximately 45,000 are distributed through the Sunday Post-Standard and 25,000 through the Eagle Newspaper.

There was a brief discussion on distribution areas.

S. Pasquale made a motion and L. Klosowski seconded to move the resolution to the full Board.

A collective 'aye' was recorded.

K. Lawton presented a resolution for a Household Hazardous Waste (HHW) contract. The purpose of this discussion is to move the resolution to the full Board for approval in November.

- OCRRA's NYSDEC operating permit for the WTE Facility states that hazardous waste must be excluded from the Facility and that OCRRA must provide management of these items.
- OCRRA currently offers Onondaga County residents a year-round drop-off program for these items.
- OCRRA currently contracts with Miller Environmental Group. This contract expires in December 2022.
- OCRRA sent an RFP to five environmental waste management companies. OCRRA received two proposals. One from MXI Environmental Services and one from Miller Environmental Group (current vendor).
- The RFP requested pricing for a year-round drop-off program, a bi-annual event-based system or a combination of both.
- The RFP stated that the contract term would begin January 2023.
- The MXI Environmental Services submitted a proposal for an event-based scenario. They do not have an Onondaga County based drop-off location so they could not provide pricing for the year-round drop off.

- Miller Environmental Group submitted proposals for all three scenarios.
- Management recommends that OCRRA continue with the year-round drop-off program and select Miller Environmental as the HHW vendor as this will allow residents the convenience, they are accustomed to and is in line with our desire to move services toward a year-round, one-stop drop off that takes HHW amongst other items at one location at Ley Creek.
- This option would be at a cost of \$95.60 per carload for 2023.
- In 2022 Miller Environmental the charge per carload was \$51.50.
- The significant price increase is based on inflation and shipping cost increases.
- OCRRA's 2023 budget accounted for this increase and is set at \$150,000.
- At this pricing OCRRA will be able to service approximately 1,500 cars.
- On average, over the last 10 years, OCRRA services 1,670 cars per year.

A discussion followed.

D. Daley asked what the process was if the cost for these services reaches the \$150,000 agreement.

K. Spillane responded that the Agency would update the committee at that time to decide the next steps if additional funding was needed.

E. Gilligan asked if residents would need an appointment.

K. Lawton responded that appointments are necessary to confirm residency and that the materials that are to be brought in are eligible.

S. Pasquale made a motion and L. Klosowski seconded to move the resolution to the full Board.

A collective 'aye' was recorded.

The committee discussed the proposed MICRON facility and its possible impact on the OCRRA waste stream.

K. Spillane and J. Gascon gave a MRF contract negotiation update.

A discussion followed.

K. Lawton updated the committee that the alternative glass recycling program that has been working to collect non-deposit bottles from the waste stream has ended.

The community has responded so well to the program that there is no longer room for deposit bottles at their locations.

Before the program started in 2020, locations were receiving approximately 14,000 lbs. of non-deposit glass (incidental collection).

The pilot program to accept non-deposit glass began in the middle of 2021. To-date in 2022 more than 37,000 lbs. of non-deposit glass has been taken in at participating redemption centers. This has caused a strain on the footprint of their facilities.

Other options are being explored to continue this program, but at this time TOMRA (the entity that collects the bottles from redemption centers) requested that OCRRA stop the program.

L. Klosowski motioned and S. Pasquale seconded to adjourn the meeting.

A collective 'aye' was recorded.

The meeting was adjourned at 5:12 pm.
Meeting minutes were taken by R. Czerwiak

**RESOLUTION AUTHORIZING EXECUTIVE DIRECTOR TO ENTER INTO A
CONTRACT FOR REPAIRS AND IMPROVEMENTS TO BUILDING 3 FLOOR AT
THE ROCK CUT ROAD TRANSFER STATION**

WHEREAS, the Onondaga County Resource Recovery Agency (hereinafter “Agency”) did, pursuant to Board Resolution No. 2270, of 2021, authorize Cornerstone Engineering and Geology, PLLC to proceed with an Optimization Study of the Rock Cut Road facility to determine objectives that will provide a measurable improvement of throughput and for the protection of said facility, and

WHEREAS, the Agency did, further, by Board Resolution No. 2291, of 2021 accept and approve the Cornerstone Optimization Study final report, and

WHEREAS, the Administration committee at a regular monthly meeting did agree to implement the recommendations outlined in the Cornerstone Optimization Study final report, and

WHEREAS, the Agency issued a Request for Bids, pursuant to the Agency procurement policy, for improvements and repairs to the floor in Building 3 as recommended in the Cornerstone Optimization Study Final Report, and

WHEREAS, the Agency did receive one bid on October 12, 2022 for the floor work as specified, and

WHEREAS, The Recycling and Operations Committee has reviewed the bid and has recommended that the Agency authorize its Executive Director to execute contracts with the lowest responsible bidder at a cost (allowing for a 5% contingency factor applied to the bid received) not to exceed \$721,920 with Infrastructure Repair Services, LLC;
now, therefore be it

RESOLVED, that the Onondaga County Resource Recovery Agency does hereby authorize its Executive Director to enter into a contract with Infrastructure Repair Services, LLC the lowest responsible bidder for Phase 2 of the Rock Cut Road Transfer Station Building 3 Optimization to repair and improve the floor to building 3, for a final amount not to exceed \$721,920 which includes a 5% contingency factor and is in accordance with the final design plans developed by this Agency and in accordance with the Agency Board Resolution No. 2298, of 2021. This Resolution to enter into this contract shall take effect upon the commencement date of the contract.

Resolution Adopted Date: _____

Vote: **Ayes:** _____ **Nays:** _____ **Abstentions:** _____

Signed: _____

RESOLUTION BRIEF

Rock Cut Road Building 3 Floor Improvements

November 9, 2022

The 2022 Capital Budget includes \$525,000 for the Rock Cut Road floor replacement and repaving activities to support the critical infrastructure of the transfer station. Repaving activities were approved by the Board in July 2022 and completed for a cost of \$20,186. This leaves over \$504,800 in the budgeted capital funds for these capital projects.

In July 2021, the Board adopted Cornerstone's Optimization Study as a planning tool for use of the remaining 2019 Bond funds, annual capital plans and on-going maintenance/asset preservation planning. Floor improvements were identified as a maintenance and asset preservation option with the most overall value in the Optimization Study. Following completion of the work performed under Phase 1 Building 2 Optimization in 2021 and the planned work for Phase 2 Building 2 Optimization in 2022/2023, there's approximately \$298,000 of the 2019 Bonds funds remaining.

As discussed with the Committee in August, the Optimization Study defined that a tipping floor wear resistant topping would provide the most overall value for the facility's maintenance and asset preservation. Based on a scan of the Building 3 floor and known wear patterns, it was recommended that the Building 3 floor be improved prior to further exposure of the underlying steel reinforcement in order to prevent damage to the structural components of the tipping floor. The design and specifications of a wear resistant topping was prepared to compliment the necessary repair of the Building 3 floor drains. The Building 3 floor drains have become damaged and inoperable due to their current configuration and location. The floor drains will be reconfigured so that they will be less likely to sustain damage during operations and so that they can be more easily maintained. A set of drawings and specifications was prepared for bidding and subsequent construction. OCRRA, with Cornerstone's assistance, prepared and distributed a Request for Bids (RFB) in September. The Request for Bids (RFB) was publicly advertised, posted on OCRRA's website and advertised with Syracuse Builders Exchange. One bid was received on October 12.

OCRRA management recommends that the Agency contract with Infrastructure Repair Services, LLC for an amount not to exceed (allowing for a 5% contingency factor based on the lowest bid received) of \$ 721,920.

Work will be completed as soon as possible and no later than January 1, 2023. This timing will align with the "slow season" experienced at our transfer station in December, prior to the work planned for the Phase 2 Building 2 Optimization. Procurement of a completed contract can be expedited if the Committee and Board are willing to support an affirming resolution.

Following the completion of this work, any remaining 2019 Bond funds will be applied to continued optimization projects in 2023 that were identified in the 2021 Optimization Study.

RESOLUTION AUTHORIZING CONTRACT FOR NEWSLETTER PRINTING

WHEREAS, the Agency has obtained proposals to print quarterly issues of the Agency's recycling newsletter (4 issues/year) for three years, starting with the Spring 2023 issue; and

WHEREAS, the agency solicited bids for this work pursuant to the Agency procurement policy; and

WHEREAS, the Recycling/Operations Committee, with input from Recycling/Operations staff, determined that the proposal from Community Media Group to print recycling newsletters at a unit cost of \$0.065 is the lowest bidder proposing to print this piece of Agency communication; and

WHEREAS, the Recycling/Operations Committee has therefore recommended that the Agency's Executive Director be authorized to enter into a contract with Community Media Group to print four issues of the Agency's recycling newsletter each year for three years from 2023 through 2025 at a unit cost of \$0.065 each; now, therefore be it

RESOLVED, that the Onondaga County Resource Recovery Agency does hereby authorize its Executive Director to enter into a contract with Community Media Group to print four issues of the Agency's recycling newsletter annually from 2023 through 2025, starting with the Spring 2023 issue, at a cost of \$0.065 per unit with a total annual cost not to exceed \$25,000. This Resolution shall take effect immediately.

Resolution Adopted Date: _____

Vote: Ayes: _____ Nays: _____ Abstentions: _____

Signed: _____

RESOLUTION BRIEF

Award Newsletter Printing Contract to Eagle News for 3-Year Term

November 9, 2022

BACKGROUND:

The quarterly newsletter is a key element of OCRRA's strategic communication plan.

1. The newsletter is available online and in hard copy, with physical distribution points at local libraries, municipal buildings, in the Sunday Post-Standard and in the four Onondaga County Eagle Newspapers. **Approximately 70,000 residents avail themselves of the publication each quarter**, in addition to those that receive this tangible leave behind following recycling presentations, business visits or event attendance.
2. All newsletter costs are **50% grant reimbursable through the NYSDEC**.
3. This request does not include distribution costs, which are rolled into the same "Newsletter" budget line. Distribution runs on a separate contract that has a separate timeline from printing.

PRINTING RFP:

The printing RFP was advertised and sent to ten commercial printers. One vendor declined to submit a proposal. Two proposals were received. Seven vendors did not respond.

RESULTS:

See attached price sheet for both vendor submittals. Eagle News (the current printer) was the lowest cost bidder for both size options. With the nominal cost difference between the larger and smaller size, it is recommended to go with the larger (current) size, so we have maximum real estate for our message.

RECOMMENDATION:

Management recommends the committee sponsor a resolution to have Community Media Group (Eagle News) print the OCRRA newsletter at its current large, tabloid size, four times a year for three years, with a not to exceed cost of \$25,000 / year.

The 2023 budget accounts for this annual expenditure. This cost is also eligible for 50% grant reimbursable by the NYSDEC.

2022 Newsletter Printing RFP Results

	Print Price (70,000)	Price Per Thousand	Additional Costs	Total Price (per issue)	Unit Cost
VENDOR					
Rectangular Layout = 11" x 17" (current size)					
Community Media Group (Eagle News)	\$3,570	\$51.00	\$515 / issue (layout) \$430 / issue (shipping)	\$4,515	0.0645
Advance Media (Post-Standard)	No bid	No bid	No bid	No bid	No bid
Square Layout = 11" x 10.75" (smaller size)					
Community Media Group (Eagle News)	\$3,360	\$48.00	\$515 / issue (layout) \$430 / issue (shipping)	\$4,305	0.0615
Advance Media (Post-Standard)	\$3,990	\$57.00	\$3,200 (layout)	\$7,190	0.1027

**RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR TO CONTRACT
WITH THE EAGLE AND POST-STANDARD NEWSPAPERS FOR DISTRIBUTION OF
THE AGENCY'S QUARTERLY PRINTED NEWSLETTER**

WHEREAS, the Onondaga County Resource Recovery Agency did, by Resolution No. 2112 of November 8, 2017, authorize its Executive Director to enter into a contract with the Eagle and Post Standard Newspapers to distribute the Agency's newsletter until December 31, 2022; and

WHEREAS, the Recycling Operations Committee, with input from the staff, determined that the Eagle and Post-Standard Newspapers as sole source distributors would be the most effective way to maintain long-term, far-reaching newsletter distribution at a cost-effective price; and

WHEREAS, the Recycling Operations Committee has recommended that the Agency's Executive Director be authorized to contract for one year, ending on December 31, 2023, with Eagle and Post-Standard Newspapers as sole source distributors of the Agency's quarterly printed newsletter at the rates set forth in the attached summary; now, therefore be it

RESOLVED, that the Onondaga County Resource Recovery Agency does hereby authorize its Executive Director to contract for a one-year period, ending on December 31, 2023, with Eagle and Post-Standard Newspapers as distributors of the Agency's newsletter, an estimated 70,000 copies per quarter, at a total cost per year not to exceed \$25,000. This Resolution shall take effect immediately.

Resolution Adopted Date: _____

Vote: Ayes: _____ **Nays:** _____ **Abstentions:** _____

Signed: _____

RESOLUTION BRIEF

Award Newsletter Distribution Contract to Post-Standard & Eagle Newspapers for One Year

November 9, 2022

This Resolution proposes the awarding of quarterly newsletter distribution / insertion services to the Post-Standard and Eagle Newspapers for a one-year period, as a result of their agreement to hold their current pricing for that timeframe.

These vendors are considered sole source due to their wide-spread distribution capabilities, as such no request for proposals was issued. **Current contracts with both entities expire at the end of 2022.**

For more than 20 years, OCRRA has shared our programs with the community through a printed newsletter. Since spring 2013, OCRRA's newsletter has been distributed via the Sunday Post-Standard and the four weekly Eagle Newspapers that service Onondaga County. Maintaining this distribution plan ensures residents continue to find the newsletter where they have come to expect it.

The Post-Standard and Eagle Newspapers:

- **Consistently reach a large, geo-targeted audience in Onondaga County**
(Roughly 70,000 per quarter, with approximately 45,000 distributed via the Sunday Post-Standard and 25,000 via the Eagle Newspapers).
- **Will continue services for one-year at the same price offered in 2017:**
 - ✓ **Eagle:** Agreed to hold current rate for a one-year period.
 - ✓ **Post-Standard:** Agreed to hold rate for a one-year period.In addition, each week that the hardcopy newsletter is distributed, they will also provide a full week of digital advertising on Syracuse.com that directs people to our website / online newsletter. Our click-through-rate on these ads is double the industry average at 16%.

Vendor	Price / thousand
Post-Standard	\$77.90
Eagle Newspapers	\$50.00

RECOMMENDATION:

Management recommends the committee sponsor a resolution to have the Post-Standard and Eagle News distribute the OCRRA newsletter in their publications, quarterly, with a total not to exceed cost of \$25,000 / year. This is covered under the 2023 budget and is also eligible for 50% grant reimbursable by the NYSDEC.

**RESOLUTION EXTENDING CONTRACT TO CONDUCT HOUSEHOLD
HAZARDOUS WASTE COLLECTION**

WHEREAS, in 2022, qualified HHW Disposal Contractors were requested to submit proposals to operate a year-round, Onondaga County-based vendor site drop-off for collection of HHW from Onondaga County residents, and to propose rates and terms, including the handling, removal and disposal of program acceptable HHW materials collected; residents bringing in non-acceptable materials must pay for them out of pocket, and;

WHEREAS, Onondaga Resource Recovery Agency's Board, by Resolution 1815, of November 14, 2012, originally authorized a contract with Environmental Products and Services of Vermont, (now known as Miller Environmental Group), as the sole source vendor, to operate such a vendor site drop-off location for HHW in Onondaga County at the rates set forth in their proposal, and such contract was subsequently executed, and;

WHEREAS, the agency solicited bids for this work pursuant to the Agency procurement policy; and

WHEREAS, Onondaga County Resource Recovery Agency now wishes to offer a one-year agreement to Miller Environmental Group (previously known as Environmental Products and Services of Vermont), for continued year-round drop-off services for HHW in Onondaga County for calendar year 2023; now, therefore, be it

RESOLVED, that the Onondaga County Resource Recovery Agency authorizes the Executive Director to enter into a one-year contract with Miller Environmental Group for HHW drop-off services at a location in Onondaga County at \$95.60 / car for NYSDEC grant acceptable materials with an annual cost not to exceed \$150,000. This Resolution shall take effect immediately.

Resolution Adoption Date: _____

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

Signed: _____

RESOLUTION BRIEF

Household Hazardous Waste Services Contract

November 9, 2022

Materials like pool chemicals and driveway sealer are considered household hazardous waste by New York State and should never go in the trash nor down the drain. OCRRA's NYSDEC operating permit for the WTE Facility states that hazardous waste must be excluded from the Facility and that OCRRA must provide management of these items.

OCRRA currently offers Onondaga County residents a year-round drop-off program to manage household hazardous waste. It allows residents to conveniently drop off toxics all year long. This is especially helpful when family is cleaning out a deceased loved one's home and has time constraints.

OCRRA's current contract for HHW services is with Miller Environmental Group and ends in December 2022. On July 29, OCRRA sent a Request for Proposals (RFP) for Household Hazardous Waste Disposal Services to five environmental waste management companies.

The RFP requested pricing for:

- a year-round drop-off program (Scenario 1),
- a biannual event-based system (Scenario 2),
- a combination of both (Scenario 3).

The RFP stated that the contract term would begin in January 2023. OCRRA received two proposals, one from MXI Environmental Services, and one from Miller Environmental Group (MEG).

The MXI submittal was for an event-based system only (Scenario 2), as they do not have a location in Onondaga County and therefore cannot provide a year-round drop-off program to our residents.

MEG submitted a proposal for all three scenarios, a year-round drop-off program, a biannual event-based system, and a combination year-round drop-off program/event service.

MEG is OCRRA's current vendor for HHW management, and in 2022 they charged \$51.50 per carload. Their 2023 proposal listed a cost of \$95.60 per carload. A significant price increase was expected based on inflation and shipping cost increases that are being felt across all industries.

Continuing with a year-round drop-off program and selecting MEG as the HHW vendor allows residents a high degree of convenience and consistency, while also reducing undesired dumping of toxic materials that would likely result from an event model.

The 2023 budget accounted for significant cost increases and is set at \$150,000. At this pricing, OCRRA could serve roughly 1,560 cars. On average over the last decade, OCRRA served 1,670 cars per year.

RECOMMENDATION:

The Recycling / Operations Committee recommends entering a one-year contract with Miller Environmental Group for HHW services with a not-to-exceed cost of \$150,000 (2023 budget amount). This is eligible for 50% grant reimbursable by the NYSDEC.

SPECIAL ADMINISTRATION COMMITTEE MEETING MINUTES

October 12, 2022

Time: 3:00 p.m. / Location: 100 Elwood Davis Rd., N. Syracuse NY 13212

Admin Members: *J. Copanas – Chair, J. Driscoll, C. Dunham, T. Glazier, D. Lawless, R. Raman*

Attending: J. Copanas, J. Driscoll, D. Lawless, C. Dunham, T. Glazier, B. Page

Absent: R. Raman

Also Attending: M. Cirino, M. Mokrzycki, K. Spillane, C. Albinio, J. Gascon, R. Czerwiak, K. Lawton, P. Pastella, T. Palmer

Guests:

J. Copanas called the meeting to order at 3:05 pm.

Quorum is present. C. Driscoll is attending via ZOOM. She will not be eligible to vote during this meeting, but is present to observe.

The September Administration committee was canceled due to lack of quorum.

M. Mokrzycki presented the resolution adopting tipping fees for 2023. The purpose of this discussion is to obtain consensus to move the resolution to the full Board for approval.

The committee discussed mattress and Construction and Demolition (C&D) fees.

D. Lawless moved and J. Driscoll seconded to move the resolution to the full Board for approval.

A unanimous 'aye' was recorded.

M. Mokrzycki presented the OCRRA 2023 budget resolution. The purpose of this discussion is to obtain consensus to move the resolution to the full Board for approval.

There was a brief discussion.

The Public Education budget has been increased for 2023.

D. Lawless moved and J. Driscoll seconded to move the resolution to the full Board for approval.

A unanimous 'aye' was recorded.

M. Mokrzycki presented the Ley Creek Parcel Purchase resolution. The purpose of this discussion is to obtain consensus to move the resolution to the full Board for approval.

- This property is currently owned by the Destiny USA Research and Development Park.
- The lot size is approximately 11.5+ acres.
- It is zoned for industrial
- The property is to be conveyed in "As-Is" condition.
- If the Board approves this resolution, the Agency will then need Legislative approval for the purchase of this property.
- The Agency would like to purchase this property in an effort to improve the OCRRA system, and to make operations more efficient for the community to dispose of materials for the long term.
- This property was not directly used as a landfill.

J. Copanas asked how much of this property is usable?

M. Mokrzycki responded that there are some wetlands.

C. Albunio added that approximately 60% of the land is located outside of the wetlands and would be considered usable land.

A brief discussion followed.

The committee discussed possible future uses for the Ley Creek site.

T. Glazier moved and J. Driscoll seconded to move the resolution to the full Board for approval.

A unanimous 'aye' was recorded.

M. Mokrzycki presented the small contracts report. The report was distributed to the committee.

The report contained a payment for apartment recycling bags.

B. Page asked what the resident response was in using a recycling bag instead of an apartment recycling bin.

K. Lawton responded that OCRRA has not received the bags yet and will return to the committee with an update after they have been distributed.

K. Spillane added that he believes the response will be positive due to the fact that a bag is much easier and convenient than a bulky blue bin.

J. Copanas asked for clarification of a payment for door repair.

C. Albunio responded that the payment is for approximately 4 doors and 60 handles.

M. Mokrzycki reminded that committee that they will need a nominating committee for next month's meeting.

J. Driscoll moved and T. Glazier seconded to adjourn the meeting.

A collective 'aye' was recorded.

The meeting was adjourned at 3:45 pm.

Meeting minutes taken by R. Czerwiak

**RESOLUTION DECLARING THAT THE PROPOSED PURCHASE OF LAND BY
THE AGENCY SHALL HAVE NO SIGNIFICANT ADVERSE ENVIRONMENTAL
IMPACTS**

WHEREAS, the Agency has authority pursuant to Public Authorities Law, section 2045(c) (3) to acquire property, subject to the prior approval of the County Legislature; and

WHEREAS, the Agency created an Ad-Hoc Committee to explore the potential purchase of land adjacent to the Ley Creek Transfer Station by Resolution No. 2345, 2022; and

WHEREAS, the Ad-Hoc Committee has negotiated and recommended the purchase of approximately 11.5 acres of land immediately adjacent to the current Ley Creek Transfer Station, consisting of a portion of tax map No. 074-03-03.1; and

WHEREAS, the Agency Board by Resolution No. 2357, 2022 has approved said purchase; and

WHEREAS, the Agency Ad-Hoc Committee has determined that an Environmental Assessment review of the proposed purchase should be conducted; and

WHEREAS, the land acquisition has been determined to be an “Unlisted Action” pursuant to the regulations of the New York State Department of Environmental Conservation promulgated pursuant to the State Environmental Quality Review Act (“SEQRA”), the implementation of which as proposed, and it has been determined that the Board of Directors of the Onondaga County Resource Recovery Agency shall act as the lead agency, and the documentation relating to SEQRA is available in the office of the Agency for inspection during normal business hours; and

WHEREAS, a Short Environmental Assessment Form has been prepared and has been reviewed by the Board, a copy of which is attached hereto and incorporated herein as Exhibit “A”; and

WHEREAS, the Board has considered the criteria contained in 6 N.Y.C.R.R. Part 617.7 and has compared the impacts which may reasonably be expected to result from the acquisition of the property against said criteria; now, therefore be it

RESOLVED, that the Board has determined that this action shall have no significant adverse impact on the environment, that accordingly, an environmental impact statement (EIS) shall not be required; and that this resolution and order shall constitute a Negative Declaration under SEQRA. This resolution shall take effect immediately.

Resolution Adopted Date: _____

Vote: Ayes _____ Nays _____ Abstentions _____

Signed: _____

Short Environmental Assessment Form

Part 1 - Project Information

Instructions for Completing

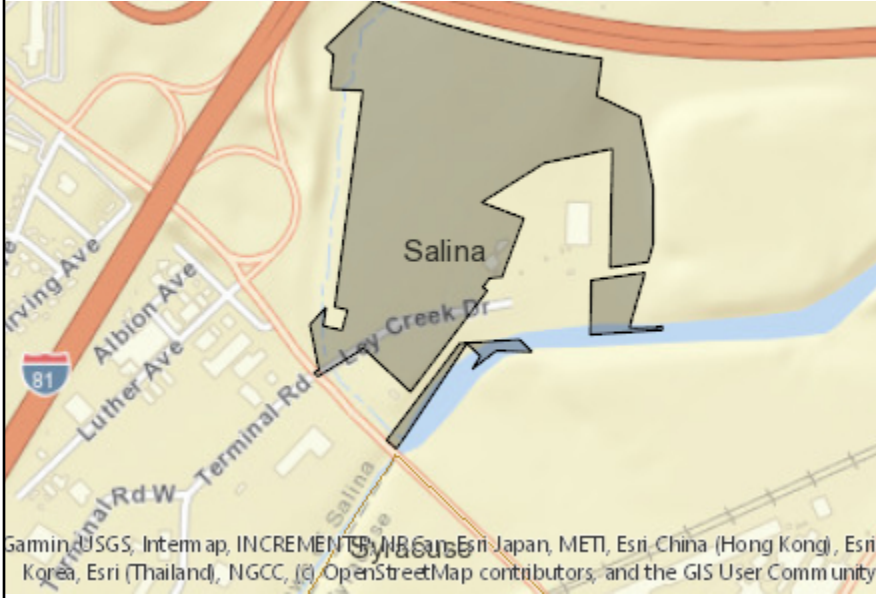
Part 1 – Project Information. The applicant or project sponsor is responsible for the completion of Part 1. Responses become part of the application for approval or funding, are subject to public review, and may be subject to further verification. Complete Part 1 based on information currently available. If additional research or investigation would be needed to fully respond to any item, please answer as thoroughly as possible based on current information.

Complete all items in Part 1. You may also provide any additional information which you believe will be needed by or useful to the lead agency; attach additional pages as necessary to supplement any item.

Part 1 – Project and Sponsor Information				
Name of Action or Project:				
Project Location (describe, and attach a location map):				
Brief Description of Proposed Action:				
Name of Applicant or Sponsor:			Telephone:	
			E-Mail:	
Address:				
City/PO:			State:	Zip Code:
1. Does the proposed action only involve the legislative adoption of a plan, local law, ordinance, administrative rule, or regulation?			NO	YES
If Yes, attach a narrative description of the intent of the proposed action and the environmental resources that may be affected in the municipality and proceed to Part 2. If no, continue to question 2.			<input type="checkbox"/>	<input type="checkbox"/>
2. Does the proposed action require a permit, approval or funding from any other government Agency?			NO	YES
If Yes, list agency(s) name and permit or approval:			<input type="checkbox"/>	<input type="checkbox"/>
3. a. Total acreage of the site of the proposed action? _____ acres b. Total acreage to be physically disturbed? _____ acres c. Total acreage (project site and any contiguous properties) owned _____ acres or controlled by the applicant or project sponsor?				
4. Check all land uses that occur on, are adjoining or near the proposed action: 5. Urban Rural (non-agriculture) Industrial Commercial Residential (suburban) <input type="checkbox"/> Forest Agriculture Aquatic Other(Specify): <input type="checkbox"/> Parkland				

5. Is the proposed action, a. A permitted use under the zoning regulations? b. Consistent with the adopted comprehensive plan?	NO <input type="checkbox"/> <input type="checkbox"/>	YES <input type="checkbox"/> <input type="checkbox"/>	N/A <input type="checkbox"/> <input type="checkbox"/>
6. Is the proposed action consistent with the predominant character of the existing built or natural landscape?	NO <input type="checkbox"/>	YES <input type="checkbox"/>	
7. Is the site of the proposed action located in, or does it adjoin, a state listed Critical Environmental Area? If Yes, identify: _____	NO <input type="checkbox"/>	YES <input type="checkbox"/>	
8. a. Will the proposed action result in a substantial increase in traffic above present levels? b. Are public transportation services available at or near the site of the proposed action? c. Are any pedestrian accommodations or bicycle routes available on or near the site of the proposed action?	NO <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	YES <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	
9. Does the proposed action meet or exceed the state energy code requirements? If the proposed action will exceed requirements, describe design features and technologies: _____ _____	NO <input type="checkbox"/>	YES <input type="checkbox"/>	
10. Will the proposed action connect to an existing public/private water supply? If No, describe method for providing potable water: _____ _____	NO <input type="checkbox"/>	YES <input type="checkbox"/>	
11. Will the proposed action connect to existing wastewater utilities? If No, describe method for providing wastewater treatment: _____ _____	NO <input type="checkbox"/>	YES <input type="checkbox"/>	
12. a. Does the project site contain, or is it substantially contiguous to, a building, archaeological site, or district which is listed on the National or State Register of Historic Places, or that has been determined by the Commissioner of the NYS Office of Parks, Recreation and Historic Preservation to be eligible for listing on the State Register of Historic Places? b. Is the project site, or any portion of it, located in or adjacent to an area designated as sensitive for archaeological sites on the NY State Historic Preservation Office (SHPO) archaeological site inventory?	NO <input type="checkbox"/> <input type="checkbox"/>	YES <input type="checkbox"/> <input type="checkbox"/>	
13. a. Does any portion of the site of the proposed action, or lands adjoining the proposed action, contain wetlands or other waterbodies regulated by a federal, state or local agency? b. Would the proposed action physically alter, or encroach into, any existing wetland or waterbody? If Yes, identify the wetland or waterbody and extent of alterations in square feet or acres: _____ _____ _____	NO <input type="checkbox"/> <input type="checkbox"/>	YES <input type="checkbox"/> <input type="checkbox"/>	

14. Identify the typical habitat types that occur on, or are likely to be found on the project site. Check all that apply: <input type="checkbox"/> Shoreline <input type="checkbox"/> Forest Agricultural/grasslands Early mid-successional Wetland <input type="checkbox"/> Urban Suburban		
15. Does the site of the proposed action contain any species of animal, or associated habitats, listed by the State or Federal government as threatened or endangered?	NO <input type="checkbox"/>	YES <input type="checkbox"/>
16. Is the project site located in the 100-year flood plan?	NO <input type="checkbox"/>	YES <input type="checkbox"/>
17. Will the proposed action create storm water discharge, either from point or non-point sources? If Yes, a. Will storm water discharges flow to adjacent properties? b. Will storm water discharges be directed to established conveyance systems (runoff and storm drains)? If Yes, briefly describe: _____ _____	NO <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	YES <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
18. Does the proposed action include construction or other activities that would result in the impoundment of water or other liquids (e.g., retention pond, waste lagoon, dam)? If Yes, explain the purpose and size of the impoundment: _____ _____	NO <input type="checkbox"/>	YES <input type="checkbox"/>
49. Has the site of the proposed action or an adjoining property been the location of an active or closed solid waste management facility? If Yes, describe: _____ _____	NO <input type="checkbox"/>	YES <input type="checkbox"/>
20. Has the site of the proposed action or an adjoining property been the subject of remediation (ongoing or completed) for hazardous waste? If Yes, describe: _____ _____	NO <input type="checkbox"/>	YES <input type="checkbox"/>
I CERTIFY THAT THE INFORMATION PROVIDED ABOVE IS TRUE AND ACCURATE TO THE BEST OF MY KNOWLEDGE Applicant/sponsor/name: _____ Date: _____ Signature: _____ Title: _____		



Disclaimer: The EAF Mapper is a screening tool intended to assist project sponsors and reviewing agencies in preparing an environmental assessment form (EAF). Not all questions asked in the EAF are answered by the EAF Mapper. Additional information on any EAF question can be obtained by consulting the EAF Workbooks. Although the EAF Mapper provides the most up-to-date digital data available to DEC, you may also need to contact local or other data sources in order to obtain data not provided by the Mapper. Digital data is not a substitute for agency determinations.



Part 1 / Question 7 [Critical Environmental Area]	No
Part 1 / Question 12a [National or State Register of Historic Places or State Eligible Sites]	No
Part 1 / Question 12b [Archeological Sites]	Yes
Part 1 / Question 13a [Wetlands or Other Regulated Waterbodies]	Yes - Digital mapping information on local and federal wetlands and waterbodies is known to be incomplete. Refer to EAF Workbook.
Part 1 / Question 15 [Threatened or Endangered Animal]	No
Part 1 / Question 16 [100 Year Flood Plain]	Yes
Part 1 / Question 20 [Remediation Site]	Yes

Project:

Date:

Short Environmental Assessment Form
Part 2 - Impact Assessment

Part 2 is to be completed by the Lead Agency.

Answer all of the following questions in Part 2 using the information contained in Part 1 and other materials submitted by the project sponsor or otherwise available to the reviewer. When answering the questions the reviewer should be guided by the concept “Have my responses been reasonable considering the scale and context of the proposed action?”

	No, or small impact may occur	Moderate to large impact may occur
1. Will the proposed action create a material conflict with an adopted land use plan or zoning regulations?		
2. Will the proposed action result in a change in the use or intensity of use of land?		
3. Will the proposed action impair the character or quality of the existing community?		
4. Will the proposed action have an impact on the environmental characteristics that caused the establishment of a Critical Environmental Area (CEA)?		
5. Will the proposed action result in an adverse change in the existing level of traffic or affect existing infrastructure for mass transit, biking or walkway?		
6. Will the proposed action cause an increase in the use of energy and it fails to incorporate reasonably available energy conservation or renewable energy opportunities?		
7. Will the proposed action impact existing:		
a. public / private water supplies?		
b. public / private wastewater treatment utilities?		
8. Will the proposed action impair the character or quality of important historic, archaeological, architectural or aesthetic resources?		
9. Will the proposed action result in an adverse change to natural resources (e.g., wetlands, waterbodies, groundwater, air quality, flora and fauna)?		
10. Will the proposed action result in an increase in the potential for erosion, flooding or drainage problems?		
11. Will the proposed action create a hazard to environmental resources or human health?		

Project:

Date:

Short Environmental Assessment Form

Part 3 Determination of Significance

For every question in Part 2 that was answered “moderate to large impact may occur”, or if there is a need to explain why a particular element of the proposed action may or will not result in a significant adverse environmental impact, please complete Part 3. Part 3 should, in sufficient detail, identify the impact, including any measures or design elements that have been included by the project sponsor to avoid or reduce impacts. Part 3 should also explain how the lead agency determined that the impact may or will not be significant. Each potential impact should be assessed considering its setting, probability of occurring, duration, irreversibility, geographic scope and magnitude. Also consider the potential for short-term, long-term and cumulative impacts.

Check this box if you have determined, based on the information and analysis above, and any supporting documentation, that the proposed action may result in one or more potentially large or significant adverse impacts and an environmental impact statement is required.

Check this box if you have determined, based on the information and analysis above, and any supporting documentation, that the proposed action will not result in any significant adverse environmental impacts.

Name of Lead Agency

Date

Print or Type Name of Responsible Officer in Lead Agency

Title of Responsible Officer

Signature of Responsible Officer in Lead Agency

Signature of Preparer (if different from Responsible Officer)