

**ONONDAGA COUNTY RESOURCE RECOVERY AGENCY**

**March 13, 2024 BOARD MEETING MINUTES**

<b>Board Members Present</b>	<b>B. Page, L. Colon-Torres, J. Driscoll, C. Dunham, E. Gilligan, N. Jankowski, D. Lawless, J. McMahon, N. Zaccaria</b>
<b>Board Members Absent:</b>	<b>A. Bianchetti, G. Popps, D. Daley, R. Raman</b>
<b>Also Present:</b>	<b>M. Cirino, M. Mokrzycki, K. Lawton, R. Czerwiak, J. Gascon, C. Albunio, T. Palmer, D. Haas, A. Semabia</b>
<b>Guests:</b>	<b>M. Ciaralli – Grossman St. Amour</b>

The March 13, 2024, Board meeting was called to order at 4:00 p.m.

Roll was taken. Quorum is present.

E. Gilligan moved and J. Driscoll seconded the approval of the February Board minutes.

There was one spelling error that will be corrected in the minutes.

Roll was called and the minutes were approved as submitted.

K. Spillane is out of town on OCRRA business. In his absence, M. Mokrzycki presented the Executive Director report.

- K. Spillane is in Washington D.C. to speak with federal representatives regarding Ley Creek and the new emission standards recently issued by the EPA for the WTE facility.
- The waste bed feasibility study has begun. The Town of Camillus passed a resolution supporting this study.

Engineering:

- Flue 2 and 3 have been removed and replaced.
- Samples of the damaged flues continue to be collected for forensic analysis.
- The Agency in moving forward with awarding the construction contract for the wastewater conveyance system at Amboy.

Transfer and Compost:

- At the end of February, D. Haas was hired as OCRRA’s new Transfer Director and A. Semabia as the new Assistant Transfer Director.
- The WTE facility is now working at full capacity as of March 1<sup>st</sup>.

Recycling:

- The Recycling team, lead by L. Piering has submitted the latest Household Hazardous Waste grant for reimbursement of our expenses in this program from 2023.
- M. Bianchetti has gathered all of the information necessary to submit OCRRA’s Annual Recycling report.

- The Recycling team is preparing for the Home and Garden Show at the NYS Fairgrounds in the Expo Center, which will be held from March 15<sup>th</sup> – 17<sup>th</sup>.

Public Information:

- The Public Information Office (PIO) wrote/created a few section of the Agency’s annual report and is tasked with gathering all remaining entries from her colleagues to combine and create a finalized version for upload to the OCRRA website and distribution to the Board and community.
- New videos are in production. The focus of the videos is reuse in some way and promoting compost.

Engagement, Outreach and New Opportunities:

- As reported previously, Madison County will not be moving forward with a contract to Cassella for operation of the landfill.
- An Ad hoc group of citizens and former employees of the landfill has been formed.
- M. Mokrzycki and K. Spillane have met with the Ad hoc group and detailed some ideas on how OCRRA would help Madison County, including providing some bypass waste.

M. Mokrzycki announced the retirement of Accountant III V. Latore. He has been with the Agency since 1995.

M. Mokrzycki reminded the Board that there is a new OCRRA Newsletter available for distribution.

The **TREASURER REPORT** – was presented by J. McMahon.

- This report reflects January 2024 data.
- January tipping revenues were well ahead of budget.
- The electricity rate was 3.49/kWh.
- Flue repairs and diminished plant capacity resulted in significantly higher landfilling costs than budgeted.
- The Agency’s cash balance at the end of January stood at \$22.2M.
- The Agency began the year with \$21.9M.
- The Agency paid the MRF an estimated \$80,000.
- The Agency bills haulers for January services in the February billing.

J. Driscoll motioned and N. Jankowski seconded to approve the Treasures report.

Roll was taken and the Treasurer’s report was approved as submitted.

The **AUDIT COMMITTEE** – report was presented by J. Driscoll.

- The committee met on March 5, 2024.
- The committee discussed the annual Audit.

M. Ciaralli from Grossman St. Amour presented the Agency’s annual audit findings.

- Packets containing draft financials and the final report were distributed.
- Required Communications Summary offered no findings.
- Audited Financial Statements for December 31, 2023 offered no findings.

**Resolution #2433 – Resolution Approving Audit of Onondaga County Resource Recovery Agency for Calendar Year 2023** was moved by J. Driscoll and seconded by L. Colon-Torres.

There was no further discussion.

The resolution was adopted 8 ayes, 0 nays, 0 abstain.

The **RECYCLING AND OPERATIONS COMMITTEE** – report was presented by E. Gilligan.

- The committee tabled a resolution regarding the purchase of a roll-off truck.
- The committee moved a resolution approving a contract for construction of the waste conveyance system and Amboy.
- The committee moved a resolution expanding the current contract with Arcadis.
- The committee moved a resolution for recycling and transportation of batteries.
- The committee discussed the flue repairs at Covanta.

**Resolution #2434 – Resolution Authorizing Executive Director to Contract with JL Excavation for Construction of the Amboy Compost Wastewater Conveyance System** was moved by E. Gilligan and seconded by J. Driscoll.

There was no further discussion.

The resolution was adopted 8 ayes, 0 nays, 0 abstain.

**Resolution #2435 – Resolution Authorizing Executive Director to Modify an Existing Contract for Engineering Work for the Amboy Compost Wastewater Conveyance System** was moved by E. Gilligan and seconded by L. Colon-Torres.

There was no further discussion.

The resolution was adopted 8 ayes, 0 nays, 0 abstain.

**Resolution #2436 – Resolution Authorizing Executive Director to Contract with NLR, Inc for Household Alkaline Battery Recycling** was moved by E. Gilligan and seconded by N. Zaccaria.

There was an amendment made to add the Resolved language “not to exceed” and alter the total amount from \$67,000 to \$68,000.

The resolution was adopted 8 ayes, 0 nays, 0 abstain.

The **LEY CREEK AD HOC COMMITTEE** – report was presented by D. Lawless.

- The committee was given a presentation from Cornerstone.
- B. Piedmont-Fleischmann and A. Schellberg were in attendance via ZOOM for the presentation.
- The committee moved a resolution utilizing LSI as consultants for grant procurement.

**Resolution #2437 – Resolution Authorizing the Executive Director to Enter into a Contract with LSI Solution Development for Funding Procurement Services for Ley Creek Transfer Facility Project** was moved by D. Lawless and seconded by L. Colon-Torres.

There was one spelling error that will be corrected.

The resolution was adopted 8 ayes, 0 nays, 0 abstain.

The **ADMINISTRATION COMMITTEE** – report was presented by B. Page.

- The committee moved a resolution authorizing changes to the Agency’s Civil Service Roster.
- The committee moved a resolution for the Wastebed 12 feasibility study.
- The committee moved a resolution to purchase insurance policies for the Agency.
- The committee moved a resolution approving investment guidelines and investment report for 2023.
- The committee moved a resolution to execute change orders with Intelico for additional sampling services.

**Resolution #2438 – Resolution Authorizing Changes to the Agency’s Civil Service Roster** was moved by B.. Page and seconded by J. McMahon.

M. Mokrzycki gave a brief update on the need to change the Agency’s Civil Service Roster.

The resolution was adopted 8 ayes, 0 nays, 0 abstain.

**Resolution #2439 – Resolution Authorizing Executive Director to Execute Agreements for a Preliminary Feasibility Analysis of Wastebed 12** was moved by B. Page and seconded by N. Zaccaria

C. Alburnio gave a short update on this project.

There was a brief discussion regarding payment for this project.

The resolution was adopted 8 ayes, 0 nays, 0 abstain.

**Resolution \$2440 – Resolution Authorizing Executive Director to Purchase Insurance Policies for the Agency for the Period Beginning April 1, 2024** was moved by B. Page and seconded by N. Jankowski.

An amendment was made to alter the last sentence of the Resolved.

The resolution was adopted 8 ayes, 0 nays, 0 abstain.

**Resolution #2441 – Resolution Approving Investment Guidelines and Investment Report on Onondaga County Resource Recovery Agency for Calendar Year 2023** was moved by B. Page and seconded by L. Colon-Torres.

There is one grammatical error in the Resolved that will be corrected.

There was no further discussion.

The resolution was adopted 8 ayes, 0 nays, 0 abstain.

**Resolution #2442 – Resolution Authorizing the Executive Director to Execute Changes Orders with Intelico Engineering for Additional Sampling Services** was moved by B. Page and seconded by J. McMahon.

The is one spelling error in the title of the resolution that will be corrected.

There was a brief discussion of the process of sampling and the observance of the process.

The resolution was adopted 8 ayes, 0 nays, 0 abstain.

Transfer Director D. Haas and Assistant Director A. Semabia introduced themselves to the Board.

Each member then introduced themselves.

C. Albunio:

- Annual solid waste and recycling reports are complete. Annual closure cost assurance reporting continues to be finalized and will be submitted to the NYSDEC this month.

K. Lawton:

- The Home and Garden Show is in March.

R. Czerwiak:

- Financial Disclosure forms will be distributed soon. They are due back to R. Czerwiak by mid-May.
- R. Czerwiak and M. Cirino continue working on the next round of retention organization and box destruction lists in the coming months.

T. Palmer:

- Continuing work on Earth Day education and outreach.
- Recycling education efforts are ongoing. Textile recycling. What can be reused and how to get the materials where they need to be.

M. Cirino:

- February 22, 2024, at 4:00PM is the scheduled Audit committee meeting.
- The week of March 4<sup>th</sup> the Audit committee will meet again.
- Ethics training continues.

J. Driscoll moved, and L. Colon- Torres seconded to adjourn the meeting.

A unanimous aye voice vote was recorded.

The Board adjourned at 5:03 p.m.

Board Minutes were taken by R. Czerwiak