

**BOARD MEETING AGENDA**

**November 13, 2024 – 4:00 p.m.**

- I. ATTENDANCE/INTRODUCTION OF BOARD MEMBERS
  - a. PUBLIC PARTICIPATION
- II. APPROVAL/CORRECTION of October 16, 2024 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** \_\_\_\_\_ **D. Daley**

October 30, 2024 – *Report*

- a. **Resolution Amending Resolution 2454 of September 2024 Authorizing Executive Director to Contract for Private Hauling Services**
- b. **Resolution Authorizing Executive Director to Purchase Three Truck Tractor Cab/Chassis**
- c. **Resolution Authorizing Executive Director to Purchase a Broom for the Transfer Station**
- d. **Resolution Authorizing Executive Director to Purchase a Wheeled Excavator for the Transfer Station**
- e. **Resolution Authorizing Executive Director to Purchase a Trommel Screen for Compost**
- f. **Resolution Authorizing Executive Director to Purchase an Ecostack Conveyor for Compost**
- g. **Resolution Authorizing the Executive Director to Contract with the Eagle and Post-Standard Newspapers for Distribution of the Agency's Quarterly Printed Newsletter**
- h. **Resolution Authorizing Contract for Advertising Agency Services**
- i. **Resolution Authorizing Contract for Battery Sorting Services**
- j. **Resolution Authorizing Executive Director to Modify an Existing Contract for Engineering Work for the Amboy Compost Wastewater Conveyance System**
- k. **Resolution Authorizing Filling of the Solid Waste Plant Supervisor – Compost Position**

Page 2 - continued

**B. Ley Creek Adhoc Committee**

**D. Lawless**

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October 29, 2024 – *Report*

- a. **Resolution Authorizing Executive Director to Execute a Contract for Consulting Engineering Services Related to Development of the Additional Property at Ley Creek**

**C. Administration Committee**

**B. Page**

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October 29, 2024 – *Report*

- a. **Resolution Authorizing Temporary Hauler Discount Amnesty Program**

**Miscellaneous:**

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I. UNFINISHED BUSINESS

II. NEW BUSINESS

III. ADJOURNMENT

**DRAFT**

**ONONDAGA COUNTY RESOURCE RECOVERY AGENCY**  
**October 09, 2024 BOARD MEETING MINUTES**

|                              |  |
|------------------------------|--|
| <b>Board Members Present</b> | <b>E. Bough Martin, C. Dunham (Chair), M. Jennings, V. Mangan, G. Pops, L. Hradil, A. Rodriguez, N. Zaccaria, R. Raman, D. Lawless</b> |
| <b>Board Members Absent:</b> | <b>D. Daley, J. Driscoll, N. Jankowski, B. Page</b>  |
| <b>Also Present:</b>         | <b>M. Cirino, M. Mokrzycki, K. Lawton, K. Spillane, R. Czerwiak, J. Gascon, C. Albuio, D. Haas, M. Ballard Fortin, T. Palmer</b>       |
| <b>Guests:</b>               |  |

The October 09, 2024, Board meeting was called to order at 4:00 p.m.

Roll was taken. Quorum is present.

G. Pops motioned and N. Zaccaria seconded to move the September 11, 2024, Board meeting minutes.

There was one correction made to the minutes.

Roll was called and the minutes were accepted as submitted.

K. Spillane presented the Executive Director report.

**Engineering:**

- Throughput issues continue. OCRRA has worked with Reworld, but the haulers are very frustrated with the long wait times and impact on their finances due to overtime.
- C. Albuio has been working closely with Arcadis to close out the work with the contractor related to the modification of the wastewater conveyance system at Amboy.

**Transfer and Compost:**

- D, Haas has been developing a plan to order new equipment for the 2025 once the budget is adopted by the Board.
- Clean out of scrap metal and tires continues at Ley Creek.
- The Ley Creek facility is being cleared out in anticipation of the building demolition.

**Recycling:**

- Recycling team members have attended the Westcott Street Cultural Fair. OCRRA shared recycling and reduction information with attendees.
- The Recycling Team and Public Information Officer are working closely with the Town of Geddes and their hauler Dependable Disposal, as they also make the switch from blue bins to recycling carts.
- At the end of September, OCRRA responded to the DEC's feedback/suggestions on our recent LSWMP extension request.

## DRAFT

### Public Information:

- T. Palmer wrapped up the promotion of the Mercury and Vape Collection event and began work to support promotion of the Costume Closet at Onondaga County Libraries and the pumpkin drop-off at OCRRA's compost sites.
- T. Palmer spent several days attending a handful of public events, including WEP Fest, Sportsmen's Day, OCRRA Mercury and Vape collection and the meeting of the Eastwood Rotary (as a default speaker).

### Engagement, Outreach and New Opportunities:

- K. Spillane recently met with the Director of Solid Waste for Madison County. Madison County may be interested in expanding out current ash intermunicipal agreement to include some bypass C&D waste.

### The **TREASURER REPORT** was presented by M. Mokrzycki.

- This report reflects data from August 2024.
- August tipping volumes dipped slightly.
- The electricity rate was 2.5c/kWh.
- Landfilling costs remain variable and elevated from expectations.
- The Agency had \$14.5M of operating cash.
- The Agency had \$5.1M of Board designated cash.
- The Agency has paid the MRF \$323,946.
- The Agency has billed haulers \$632,000 in residential recycling fees.

There was no further discussion.

D. Lawless motioned and L. Hradil seconded to approve the Treasurer Report.

Roll was taken and the report was accepted.

### The **AUDIT COMMITTEE** report in J. Driscoll's absence was presented by N. Zaccaria.

- The committee discussed a resolution authorizing a contract for Agency Audits for calendar years 2004,2025,2026.

V. Magnan asked if it was common to have a contract for multiple years.

M. Mokrzycki responded that companies will often reduce their contract price if multiple years are considered. This company is very familiar with OCRRA.

The resolution was adopted 9 ayes, 0 nays, 0 abstain.

The **RECYCLING AND OPERATIONS COMMITTEE** report in D. Daley absence was presented by L. Hradil.

**Resolution #2462 – Resolution Authorizing Executive Director to Contract with NLR, Inc for Household Alkaline Battery Recycling for 2025** was moved by L. Hradil and seconded by N. Zaccaria.

The resolution was adopted 9 ayes, 0 nays, 0 abstain.

## DRAFT

**Resolution #2455 – Resolution Authorizing Executive Director to Enter into Contract for Existing Ley Creek Transfer Station Demolition and Site Restoration** was moved by D. Daley and seconded by G. Poppo.

There was a brief discussion regarding the bids that had been submitted.

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

The **ADMINISTRATION COMMITTEE** report in B. Page's absence was presented by M. Jennings.

- The committee discussed a resolution adopting the Agency budget for 2025.
- The committee discussed a resolution adopting Agency tipping fees for 2025.
- The Agency was given an update on OCRRA's credit card policy.
- The Agency discussed a proposed Hughes Energy proposed Organics Recycling Facility.

**Resolution #2463 – Resolution Adopting Tipping Fees and Related Charges for Fiscal Year 2025 –** was moved by M. Jennings and seconded by G. Poppo.

There was no further discussion.

The resolution was adopted 9 ayes, 0 nays, 0 abstain.

**Resolution #2464 – Resolution Adopting an Agency Budget for Fiscal Year 2025** was moved by M. Jennings and seconded by G. Poppo.

There was no further discussion.

The resolution was adopted 9 ayes, 0 nays, 1 abstain.

R. Raman chose to abstain because he was not present during the committee discussion.

D. Haas:

- OCRRA continues to work on efficiency and building our equipment fleet.

C. Albunio:

- As previously shared with the Recycling and Operations committee, contingency funds have been used for two ongoing projects. One was for paving at RCR. One was for the Wastewater conveyance system at Amboy.

K. Lawton:

- The department continues working on finalizing past events like the mercury and vape event.

N. Zaccaria asked where the vapes were sent after they were collected.

K. Lawton responded that OCRRA is working with Miller Environmental on properly disposing of these items.

V. Magnan asked if OCRRA has looked into an app that residents can download and use to scan items to see if they are recallable or not.

## DRAFT

T. Palmer responded that she has looked into this technology and discovered that not only is it very expensive, but this app has been tested in another county and has not been successful. There is however an alternative that involves Amazon Alexa. OCRRA would share our database of recyclable items and residents could 'ask Alexa' if 'insert item' is recyclable in Onondaga County. This option would be far more cost-effective.

T. Palmer:

- Syracuse is having great success with the new recycling carts.
- The recycling rules are being developed as door-hangers and will be delivered door to door.
- The Board member website page has been updated.

M. Ballard-Fortin:

- There are two retirements coming up. Both employees have been with OCRRA for 30 years.

M. Cirino:

- ABO training for Board members continues.

D. Lawless thanked the Board and OCRRA staff for their condolences after his wife's passing.

R. Raman asked that the new Board members introduced themselves.

After adjournment the Board will have a meeting with counsel.

G. Pops moved, and R. Raman seconded to adjourn the meeting.

A unanimous 'aye' voice vote was recorded.

The Board adjourned at 4:40 p.m.

Board Minutes were taken by R. Czerwiak

# Executive Director's Report

October 2024

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In this last month we continued to receive feedback and concerns raised about the wait times at the waste to energy plant which is a result of the accumulation of waste at the facility due to the flue repair earlier in the year and the throughput issues over the summer as well as the recent planned maintenance outages. These challenges have caused significant delays, up to 2 hours on some days, and very long lines for several months. The waste pit continues to be extremely full, however, and it is going to take time to fully resolve this problem. This has caused the Agency to continue to bypass waste from the Transfer Station because of the lack of access to the facility, and we have bypassed almost 45,000 tons this year from the transfer station, almost double any other year.

The long-term answer to this capacity issue is the construction at Ley Creek and you have a resolution before you this month to continue the engineering for the additional elements of the full campus at Ley Creek, bringing that site to the permit engineering level so we can be prepared to be moving in concert with the plans for the main transfer facility. These engineering needs are based on the conceptual plan approved last month by the Board. The final design engineering proposal will be forthcoming for the main transfer facility and will be conducted concurrently with this effort.

In the meanwhile, you will also see two resolutions on this month's agenda, one offered by the Administration Committee and one by the Recycling and Operations Committee, to help address the impact of the wait times and lack of capacity in our system today, some of our short-term efforts. The resolution from the Administration Committee offers a two-month reduction in the tip fee for MSW and C&D for all of our users. Many of the haulers have experienced significant losses due to the wait times, mainly in driver overtime, and this effort will not make up all their losses, but it helps to recognize the financial impact that the wait times at our facilities has had. The second resolution from the Recycling and Operations Committee addresses the need to increase even more bypass this year and to employ the use of private hauling services. This resolution pledges to reinvest any contractual damages that the Agency can recover from Reworld for not meeting their throughput obligations in their contract into more funds to pay for additional private hauling services to supplement our staff. I hope you will be able to support both these efforts.

Regarding the issue with compost, the NOV issued by the DEC has been lifted and our programs and sites now meet all regulations. The compost staff has made great strides to get the piles of materials more in line with regulations and I appreciate their hard work and determination to get this work done. To address how we move forward and in preparation of setting up the programs to be more successful in the future, we have conducted an internal analysis of how to reorganize our program.

Currently, we have been managing our compost program by dividing operations and material management between the Recycling and Transfer departments. The Recycling staff has been handling material management, movement and sales and Transfer has overseen operations, processing of delivered material and overall production of saleable products.

This approach has not been as cohesive or as successful as we need to be, especially to address the inundation of material on each of the sites that we have recently experienced. The Recycling staff were tasked with these material management responsibilities while also being asked to balance the other goals of the recycling program including battery program management, gathering of information for the annual recycling report, quarterly audits of the MRF, tabling events, recycling education, grants management etc., and the attention away from those core responsibilities has stretched the department very thin. In addition, we recently lost a key person who had taken on this role of assisting with the compost program, as they have resigned from OCRRA to take another position. This, coupled with our recent Notice of Violation from NYSDEC regarding the size of the piles of processed and unprocessed material at our sites, has led the Agency to reevaluate how to better manage the program more effectively going forward.

The Agency has determined that it would be better to restructure the compost program to have one manager that could provide comprehensive materials management, operations control and marketing and regulatory compliance for the compost program. The Agency has a vacant position of Solid Waste Plant Supervisor that can be used for overseeing the compost operation and providing the structure that is desired for the Agency's management of organic materials now and going forward as outlined in the Strategic Plan that is being developed. The Recycling and Operations Committee has a resolution for your consideration that authorizes the Agency to fill this vacant position, and I hope you can support this effort and reorganization.

I also have sent out an invitation for a half-day session to finalize the 2026 Strategic Plan scheduled for November 15, 2024. This will be held here at the OCRRA office, but a full breakfast will be provided as an incentive to join us as we look through the draft, update, and improve it. I look forward to everyone's thoughts and insights as we guide OCRRA's future over the next two years.

## **Engineering**

The Director of Engineering has been busy coordinating with Cornerstone for the proposal before the Board tonight on the next steps with the campus at Ley Creek. This engineering will bring the effort to the same level that we are at with the main transfer facility itself. Shortly, she will also be bringing an engineering proposal forward to have Cornerstone begin the final design efforts of the main transfer facility although we have not yet received any word on our permit application for the site.



Cristina has also been instrumental in bringing forward and documenting our potential losses that may have occurred over the last several months due to the lack of throughput at the waste to energy facility and documenting the delivery credit calculations. With this information we are asking the Board tonight to reinvest those contractual damage into additional private hauling services so we can bypass more waste from the transfer station as previously mentioned. Cristina is also leading the discussion with Reworld in regard to their request for the turbine maintenance deferral and the implications of that request that will need to be approved by the Board.

Also, Cristina has been working closely with Arcadis to close out the work with the contractor related to the modification of the wastewater conveyance system at Amboy, and the Board has an update on a change order for some additional engineering needed to close out the project. The amount needed is small, but it exceeds the 5% contingency that the Board has allowed for the Executive Director's discretion. These additional funds will allow us to complete the final inspection and to have as built drawings of the new conveyance system developed, and we hope that you can support this change.

Cristina has also been working to update the Rock Cut Road Facility Manual based on comments from NYSDEC and is completing the renewal of the permit of that site for the Agency. Cristina has also been busy completing and closing out of the Ley Creek above ground fuel storage tank and has scheduled the kickoff meeting for the demolition of the main building which should commence before the end of the year.

In addition, Cristina has kicked off our annual efforts with SUNY ESF engineering students to support education regarding solid waste systems and their importance in our community. The students are evaluating the potential implications, and system needs for increased organics separation from MSW and the implications of this diversion.

### **Transfer and Compost**

The Transfer Director, Dan Haas, and his Assistant Director, Andy Semabia, have been dealing with the historical bypass of waste from transfer to try and help all of our customers despite the fact that the buildings are very full. The issues at the Waste to Energy facility cascade into our transfer facility because we are dependent on the disposal capacity at the Waste to Energy facility to manage the incoming materials. In the past the Agency had more storage capacity at Ley Creek and used a landfill compactor there to hold onto the waste during outages. Since this year has been so difficult for throughput at the Waste to Energy, this impacts on the transfer facility and more than half the waste delivered to the transfer station has had to be bypassed to landfills.

In addition, Dan has been helping us reach out to some private funding sources for Ley Creek and with putting together a one-page narrative that Mike and I have used for this effort.

## **Recycling**

October was a busy month for grants in the recycling department! Recycling Specialist Lisa Piering worked cross-departmentally to gather details needed for the 2025 NYSDEC Outreach and Education grant application (we submit this grant annually). OCRRA expenses for staff salary as well as promotional materials and advertising costs are up to 50% grant eligible through this grant. We are seeking reimbursement for over \$600,000 in 2025. The full application was submitted to NYSDEC through their new portal system, in advance of the 10/31 deadline.

This date was also the first deadline for material submission for the Department of Energy Battery grant. Lisa has worked diligently to ensure accurate reporting on this submission, which is the first of many detailed submittals that are required over the 4-year course of this grant. This grant is aimed at expanding community access to battery recycling, especially in disadvantaged communities; raising awareness of the dangers of and best management practices of lithium-ion batteries; defraying the costs of Ley Creek North development, where battery sorting will ultimately take place; and training fire departments to safely package and deliver damaged, defective or recalled batteries that they encounter at fires to OCRRA for proper management.

Lisa also conducted multi-day presentations at the Green Lakes Environmental Field Days for more than 120 local students and she spearheaded a partnership with the Betts and While Libraries to assist them with their Halloween Costume Swaps. The November prior, the libraries collected costumes from the community, cleaned them up and gave them away for free to event attendees this October. OCRRA provided snacks for the events and assistance with costume organization as well as extensive public relations work to raise awareness about the events (thanks, Tammy!) Some 250 costumes were given away during the two events, meaning more costumes reused and fewer stowed in the attic or thrown in the trash!

The recycling department is continuing to balance various tasks formerly managed by our Recycling Operations Manager, Maria Bianchetti, who took a position at another environmental firm in October. This includes MRF contract management, MRF tour coordination, HHW program management, Arc coordination for battery sorting and food depackaging, procurement management, and EPA battery webinar participation, amongst other tasks.

## **Public Information**

The PIO wrapped up promotion of the Costume Closet for the Onondaga County Libraries, a program that lent out donated costumes to area children. It is a program that promotes the reuse of the costumes to reduce waste and provides a no cost option for many area families. Tammy was also busy updating our website and social media to promote pumpkin drop-off at OCRRA's compost sites now that we are past Halloween.

Tammy spent time with presentations to the area Rotary's and the Citizen's Academy that held an event at the Onondaga County Wastewater Treatment Facility at Metro with presentations not only by OCRRA but also by OCWA and WEP.

Tammy has also been assisting Kristen Lawton, Lisa Piering and Mike Mokrzycki with providing information for a joint grant application with The Institute for Sustainability Engagement with Syracuse University for funding from the USEPA. The University is looking for a grant from the Federal government to begin a new program to recover building materials and other products that can be refurbished rather than thrown away and then reused. The Institute is looking to partner with OCRRA to help them with education, advertising, and promotion.

### **Engagement, Outreach and New Opportunities**

The Board Chair and Vice Chair, Agency Counsel and Mike and I all met with Madison County. The Madison County Chair of their Board of Supervisors, Vice Chair, and Chair of their Solid Waste Committee (who is also the Supervisor for the Town of Lincoln) and their County Administrator and their Director of Solid Waste all came over to meet us at OCRRA. They want to expand the landfill permitted tonnage themselves but are looking to sign an agreement with OCRRA offering our Agency the right of first refusal on this additional tonnage. We are working on a proposed agreement and will send it to our Administration Committee next month to review before we offer it Madison for consideration and negotiation. I believe that this is a very beneficial approach, and I am excited by the prospect of our communities working together on a regional solution to our solid waste disposal needs.

Respectfully Submitted,

A handwritten signature in cursive script, appearing to read "Kevin".

# Treasurer Report

November 13, 2024

## September 2024 Results:

September tipping volumes dipped, primarily as a result of the longer wait times at the waste-to-energy facility and transfer station. The continued variability of plant processing capacity continues to flow through the monthly volumes. The Agency expects to be able to compensate for some, but not all, of this lost capacity by the end of the year.

The electricity rate was 2.3c/kWh, consistent with recent historical averages. Compost revenue remains strong, with Compost revenues nearly 70% ahead of budget year-to-date.

On the expense side, landfilling costs remain variable and elevated from expectations. The lack of consistent plant throughout results in times where the Agency is required to haul and landfill material that is normally processed at the plant.

## Cash Flow:

The Agency began the year with **\$21.9M** in cash reserves. At the end of September, the Agency had **\$16.2M** of operating Cash, and **\$5.1M** of Board Designated Cash, for a total of **\$21.3M**.

## Recycling Revenues and Expenses:

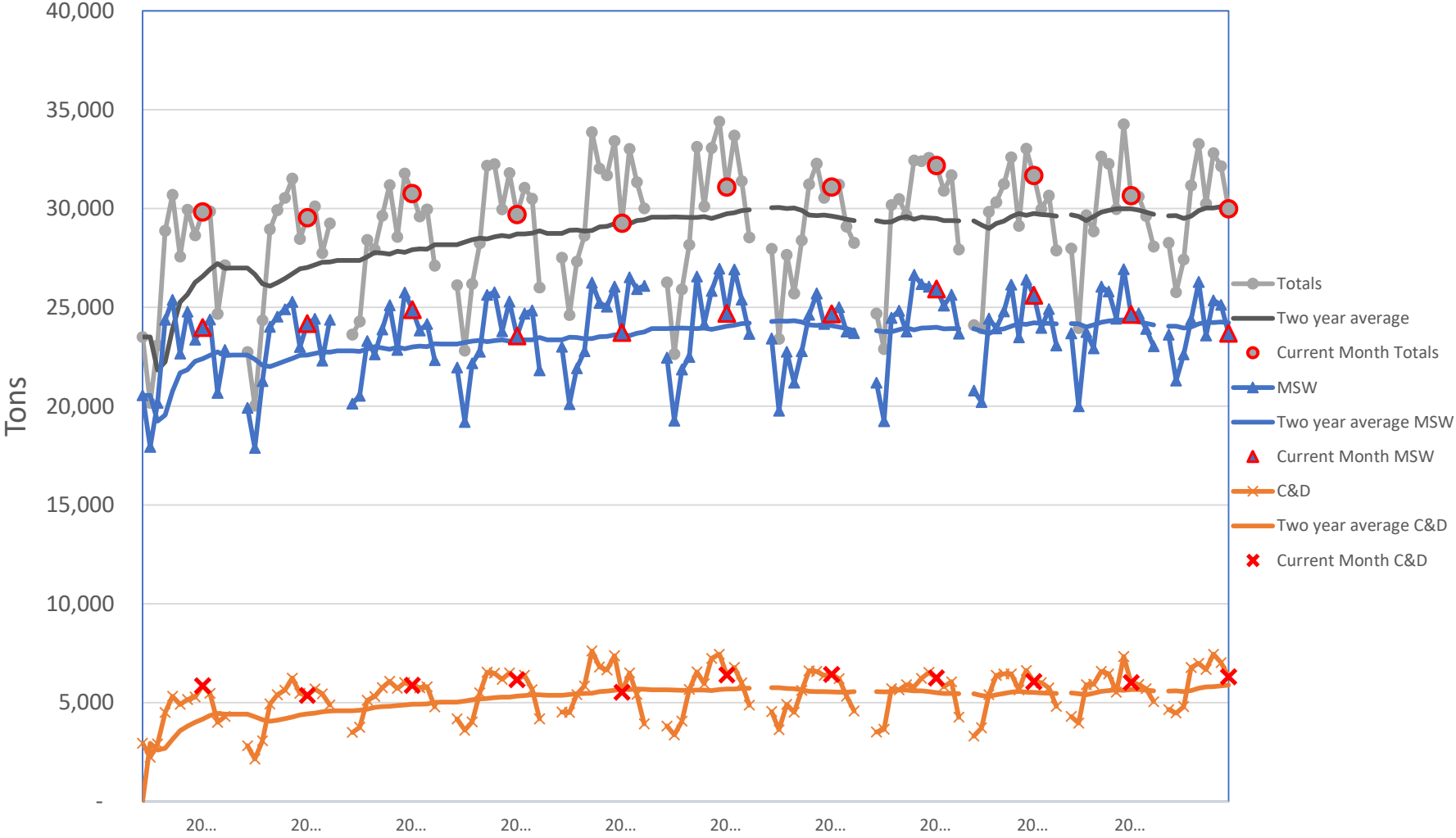
The Agency's payments for and revenue from residential recycling are summarized below. The income statement includes these amounts in "Other" (revenue) and "Recycling" (expense).

| Month         | Paid to MRF      | Received From MRF | Cumulative       |
|---------------|------------------|-------------------|------------------|
| January       | \$ 71,646        | -                 | \$ 71,646        |
| February      | \$ 43,467        | -                 | \$115,113        |
| March         | \$ 38,817        | -                 | \$153,930        |
| April         | \$ 41,279        | -                 | \$195,209        |
| May           | \$ 30,183        | -                 | \$ 225,392       |
| June          | \$ 28,365        | -                 | \$ 253,757       |
| July          | \$ 34,900        | -                 | \$ 288,657       |
| August        | \$ 35,289        | -                 | \$ 323,946       |
| September     | \$ 33,955        | -                 | \$ 357,901       |
| October       | -                | -                 | -                |
| November      | -                | -                 | -                |
| December      | -                | -                 | -                |
| <b>Totals</b> | <b>\$357,901</b> | -                 | <b>\$357,901</b> |

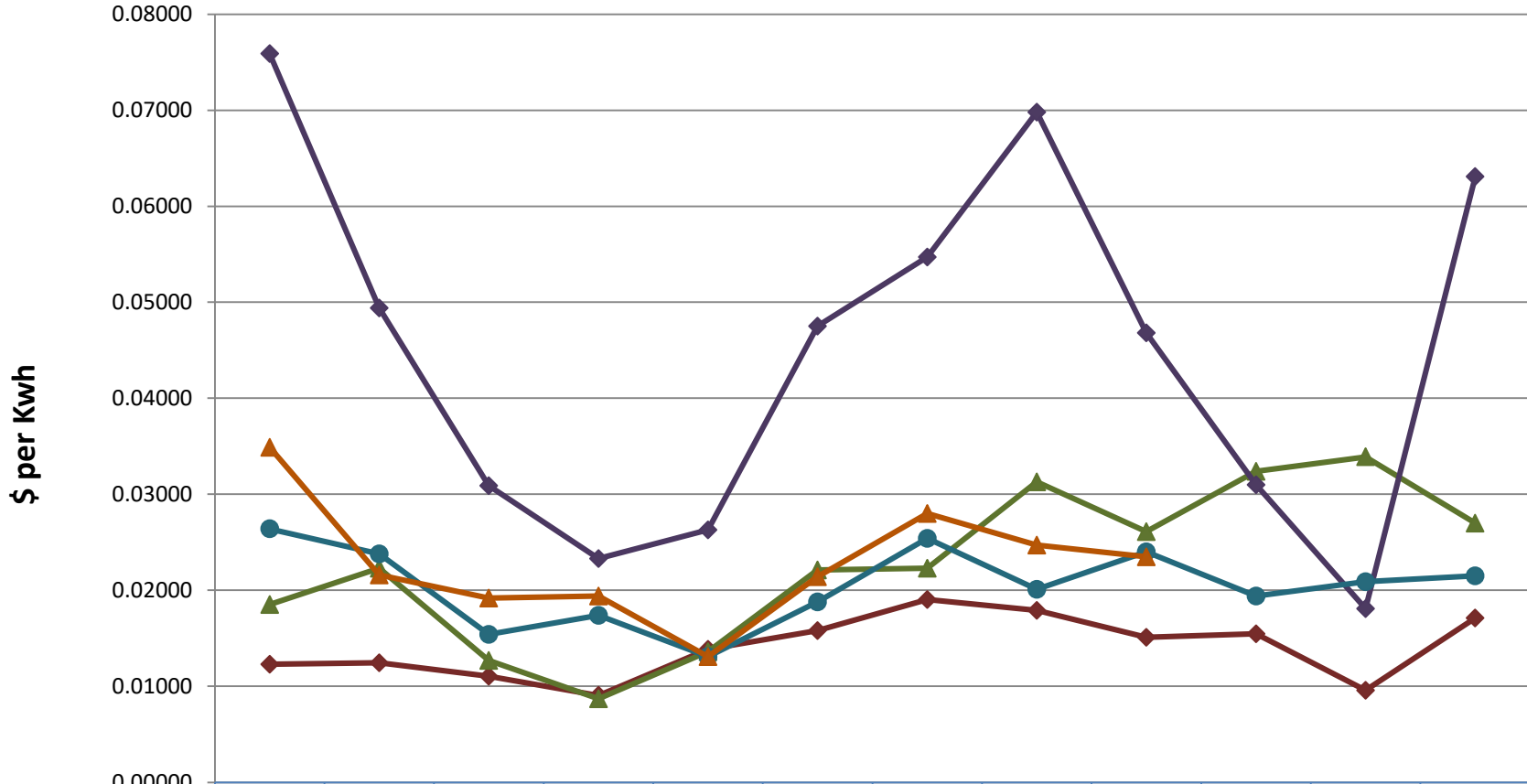
The Agency has billed haulers approximately \$730,000 in recycling tipping fees.

# Tonnage Data

10 year trend

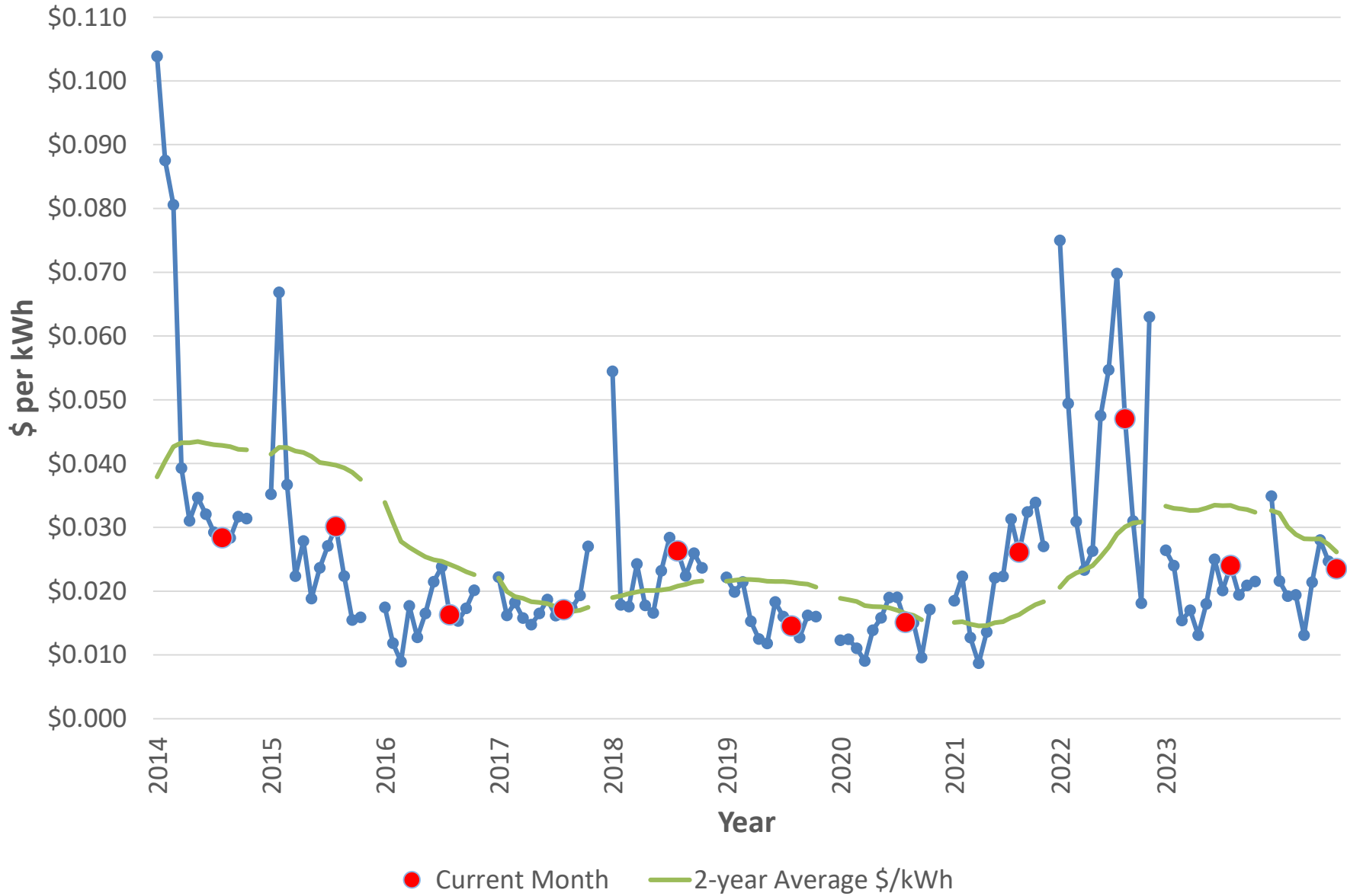


## Actual \$/Kwh 5-Year Comparison 2020 - 2024






































|      | 1         | 2         | 3         | 4         | 5         | 6         | 7         | 8         | 9         | 10        | 11        | 12        |
|------|-----------|-----------|-----------|-----------|-----------|-----------|-----------|-----------|-----------|-----------|-----------|-----------|
| 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 | \$0.03100 | \$0.01810 | \$0.06310 |
| 2023 | \$0.02640 | \$0.02380 | \$0.01540 | \$0.01740 | \$0.01310 | \$0.01880 | \$0.02540 | \$0.02010 | \$0.02400 | \$0.01940 | \$0.02090 | \$0.02150 |
| 2024 | \$0.03490 | \$0.02160 | \$0.01920 | \$0.01940 | \$0.01310 | \$0.02140 | \$0.02800 | \$0.02470 | \$0.02350 |           |           |           |

# Actual \$ per kWh 2014 - 2024




















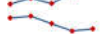

















**ONONDAGA COUNTY RESOURCE RECOVERY AGENCY  
2024 MONTHLY INCOME STATEMENT (UNAUDITED)**

|                                    | ACTUAL           | BUDGET           | \$ Var          | %Var        | 5-year Trends |           |   |
|------------------------------------|------------------|------------------|-----------------|-------------|---------------|-----------|---|
|                                    | Sep 2024         | Sep 2024         |                 |             | Min           | Max       | Trendline   |
| <b>OPERATING REVENUES</b>          |                  |                  |                 |             |               |           |   |
| Tipping Fees                       | 2,866,882        | 2,994,000        | (127,118)       | 4%          | 2,623,915     | 2,968,339 |    |
| Electric Revenue                   | 451,854          | 400,000          | 51,854          | 13%         | 264,979       | 871,295   |    |
| Recovered Material Revenue         | 162,208          | 124,500          | 37,708          | 30%         | 38,154        | 209,883   |    |
| Grant Revenue                      | -                | -                | -               | 0%          | -             | 496,989   |    |
| Compost Revenue                    | 48,546           | 33,400           | 15,146          | 45%         | 46,331        | 65,394    |    |
| Other                              | 35,450           | 25,900           | 9,550           | 37%         | 35,151        | 94,406    |    |
| <b>Total Operating Revenues</b>    | <b>3,564,940</b> | <b>3,577,800</b> | <b>(12,860)</b> | <b>0%</b>   |               |           |    |
| <b>OPERATING EXPENSES</b>          |                  |                  |                 |             |               |           |   |
| Personal Services                  | 552,361          | 552,045          | (316)           | 0%          | 442,269       | 647,441   |    |
| Contractual Services:              |                  |                  |                 |             |               |           |   |
| Landfill Contracts                 | 337,124          | 291,300          | (45,824)        | 16%         | 164,733       | 337,124   |    |
| Other Contractual Services         | 3,482            | 8,800            | 5,318           | 60%         | 1,117         | 6,339     |    |
| Materials and Supplies             | 72,541           | 62,350           | (10,191)        | 16%         | 30,533        | 72,541    |    |
| Professional Fees                  | 32,788           | 107,465          | 74,677          | 69%         | 18,451        | 106,614   |    |
| Recycling                          | 39,899           | 161,429          | 121,530         | 75%         | 4,950         | 286,514   |    |
| Composting                         | 40,639           | 12,850           | (27,789)        | 216%        | 10,781        | 81,281    |    |
| Hazardous Waste Disposal           | 23,370           | 16,700           | (6,670)         | 40%         | 4,865         | 23,370    |    |
| Repairs and Maintenance            | 97,264           | 63,471           | (33,793)        | 53%         | 32,624        | 144,382   |    |
| Utilities                          | 7,878            | 9,615            | 1,737           | 18%         | 7,878         | 20,171    |    |
| Insurance                          | 45,310           | 53,865           | 8,555           | 16%         | 43,144        | 46,885    |    |
| Operating Leases                   | 9,458            | 12,300           | 2,842           | 23%         | 8,743         | 9,458     |    |
| Depreciation and Amortization      | 113,296          | 135,350          | 22,054          | 16%         | 106,460       | 152,710   |    |
| Payments to Host Communities       | 18,360           | 18,050           | (310)           | 2%          | 16,550        | 18,360    |   |
| Other                              | 58,576           | 50,000           | (8,576)         | 17%         | 9,899         | 58,576    |  |
| Waste-to-Energy Operations Cost    | 2,039,089        | 2,083,500        | 44,411          | 2%          | 1,822,923     | 2,039,089 |  |
| <b>Total Operating Expenses</b>    | <b>3,491,435</b> | <b>3,639,090</b> | <b>147,655</b>  | <b>4.1%</b> |               |           |  |
| <b>OPERATING INCOME (LOSS)</b>     | <b>73,505</b>    | <b>(61,290)</b>  | <b>134,795</b>  | <b>220%</b> | 4,394         | 1,293,692 |  |
| <b>OTHER REVENUE (EXPENSE)</b>     |                  |                  |                 |             |               |           |   |
| Interest Income - cash             | 28,391           | 3,750            | 24,641          | 657%        | 75            | 28,391    |  |
| Interest Income - non system       | 34,642           | 53,000           | (18,358)        | 35%         | 634           | 65,402    |  |
| Interest Income - lease receivable | 115,743          | 116,000          | (257)           | 0%          | 115,743       | 153,702   |  |
| Interest Expense                   | (115,743)        | (116,000)        | 257             | 0%          | (153,702)     | (115,743) |  |
| Capital Lease Interest Expense     | -                | -                | -               | 0%          | -             | 27        |  |
| 2019 Bond Interest Expense         | (25,257)         | (35,000)         | 9,743           | 28%         | (34,237)      | (25,257)  |  |
| Gain on sale of PP&E               | -                | -                | -               | 0%          | -             | 112,500   |  |
| Gain 2015 Deferred Inflow          | 5,869            | 5,800            | 69              | 1%          | 5,869         | 5,869     |  |
| <b>Other Revenue - NET</b>         | <b>43,645</b>    | <b>27,550</b>    | <b>16,095</b>   | <b>58%</b>  |               |           |  |
| <b>CHANGE IN NET POSITION</b>      | <b>117,150</b>   | <b>(33,740)</b>  | <b>150,890</b>  | <b>447%</b> | 65,392        | 1,267,847 |  |

T5  
UNAUDITED



**ONONDAGA COUNTY RESOURCE RECOVERY AGENCY  
2024 YTD INCOME STATEMENT w/BUDGET (UNAUDITED)**

| YTD                                | ACTUAL               | BUDGET               | TOTAL                | \$ Var           | %Var        | 5-year Trends |             |   |
|------------------------------------|----------------------|----------------------|----------------------|------------------|-------------|---------------|-------------|---|
|                                    | Sep 2024             | Sep 2024             | BUDGET               |                  |             | Min           | Max         | Trendline   |
| <b>OPERATING REVENUES</b>          |                      |                      |                      |                  |             |               |             |   |
| Tipping Fees                       | 26,115,642           | 25,701,000           | 34,494,000           | 414,642          | 2%          | 22,204,364    | 26,115,642  |    |
| Electric Revenue                   | 3,672,163            | 3,600,000            | 4,750,000            | 72,163           | 2%          | 2,116,496     | 7,760,598   |    |
| Recovered Material Revenue         | 1,415,622            | 1,120,500            | 1,500,000            | 295,122          | 26%         | 644,711       | 1,976,865   |    |
| Grant Revenue                      | 435,977              | 220,000              | 220,000              | 215,977          | 0%          | 59,140        | 1,201,093   |    |
| Compost Revenue                    | 656,808              | 393,100              | 474,000              | 263,708          | 67%         | 447,345       | 656,808     |    |
| Other                              | 476,218              | 323,100              | 416,500              | 153,118          | 47%         | 374,716       | 534,668     |    |
| <b>Total Operating Revenues</b>    | <b>32,772,430</b>    | <b>31,357,700</b>    | <b>41,854,500</b>    | <b>1,414,730</b> | <b>5%</b>   |               |             |    |
| <b>OPERATING EXPENSES</b>          |                      |                      |                      |                  |             |               |             |   |
| Personal Services                  | 4,947,845            | 5,199,865            | 7,034,000            | 252,020          | 5%          | 4,073,513     | 4,947,845   |    |
| Contractual Services:              |                      |                      |                      |                  |             |               |             |   |
| Landfill Contracts                 | 3,042,772            | 2,259,700            | 3,085,000            | (783,072)        | 35%         | 1,546,512     | 3,042,772   |    |
| Other Contractual Services         | 73,391               | 84,200               | 109,500              | 10,809           | 13%         | 65,348        | 88,460      |    |
| Materials and Supplies             | 577,801              | 568,400              | 760,000              | (9,401)          | 2%          | 363,086       | 585,875     |    |
| Professional Fees                  | 608,609              | 629,566              | 843,000              | 20,957           | 3%          | 226,322       | 608,609     |    |
| Recycling                          | 380,951              | 1,433,324            | 1,944,500            | 1,052,373        | 73%         | 349,383       | 1,640,867   |    |
| Composting                         | 347,407              | 237,850              | 285,600              | (109,557)        | 46%         | 142,178       | 347,407     |    |
| Hazardous Waste Disposal           | 144,650              | 141,132              | 200,000              | (3,518)          | 2%          | 33,885        | 144,650     |    |
| Repairs and Maintenance            | 865,042              | 518,886              | 774,000              | (346,156)        | 67%         | 496,237       | 865,042     |    |
| Utilities                          | 93,298               | 119,710              | 166,000              | 26,412           | 22%         | 91,928        | 115,675     |    |
| Insurance                          | 405,067              | 484,785              | 644,400              | 79,718           | 16%         | 380,952       | 418,512     |    |
| Operating Leases                   | 111,108              | 110,700              | 148,500              | (408)            | 0%          | 77,805        | 111,108     |    |
| Depreciation and Amortization      | 1,038,943            | 1,218,150            | 1,628,300            | 179,207          | 15%         | 973,314       | 1,463,344   |    |
| Payments to Host Communities       | 143,832              | 162,500              | 214,700              | 18,668           | 11%         | 143,832       | 150,479     |    |
| Other                              | 478,367              | 468,500              | 639,400              | (9,867)          | 2%          | 180,228       | 478,367     |    |
| Waste-to-Energy Operations Cost    | 18,239,925           | 18,382,500           | 24,763,600           | 142,575          | 1%          | 15,967,292    | 18,239,925  |   |
| <b>Total Operating Expenses</b>    | <b>31,499,008</b>    | <b>32,019,768</b>    | <b>43,240,500</b>    | <b>520,760</b>   | <b>1.6%</b> |               |             |  |
| <b>OPERATING INCOME (LOSS)</b>     | <b>1,273,422</b>     | <b>(662,068)</b>     | <b>(1,386,000)</b>   | <b>1,935,490</b> | <b>292%</b> | (550,382)     | 7,388,422   |  |
| <b>OTHER REVENUE (EXPENSE)</b>     |                      |                      |                      |                  |             |               |             |   |
| Interest Income - cash             | 355,548              | 73,750               | 115,000              | 281,798          | 382%        | 897           | 355,548     |  |
| Interest Income - non system       | 138,131              | 477,000              | 630,000              | (338,869)        | 71%         | 5,874         | 273,776     |  |
| Interest Income - lease receivable | 1,082,438            | 1,084,000            | 1,430,000            | (1,562)          | 0%          | 1,082,438     | 1,416,897   |  |
| Interest Expense                   | (1,082,438)          | (1,084,000)          | (1,430,000)          | 1,562            | 0%          | (1,416,897)   | (1,082,438) |  |
| Capital Lease Interest Expense     | (7,761)              | (7,761)              | (9,000)              | -                | 0%          | (46,118)      | (7,761)     |  |
| 2019 Bond Interest Expense         | (237,399)            | (315,000)            | (420,000)            | 77,601           | 0%          | (313,179)     | (237,399)   |  |
| Gain (loss) on sale of PP&E        | -                    | -                    | 100,000              | -                | 0%          | (84,440)      | 148,500     |  |
| Gain 2015 Deferred Inflow          | 52,821               | 52,200               | 70,000               | 621              | 1%          | 52,821        | 52,821      |  |
| <b>Other Revenue - NET</b>         | <b>301,340</b>       | <b>280,189</b>       | <b>486,000</b>       | <b>21,151</b>    | <b>8%</b>   |               |             |  |
| <b>CHANGE IN NET POSITION</b>      | <b>1,574,762</b>     | <b>(381,879)</b>     | <b>(900,000)</b>     | <b>1,956,641</b> | <b>512%</b> | (879,001)     | 7,236,397   |  |
| <b>NET POSITION - BOY</b>          | <b>35,233,141</b>    | <b>35,233,141</b>    | <b>35,841,568</b>    |                  |             |               |             |   |
| <b>NET POSITION - EOY</b>          | <b>\$ 36,807,903</b> | <b>\$ 34,851,262</b> | <b>\$ 34,941,568</b> |                  |             |               |             |   |

**ONONDAGA COUNTY RESOURCE RECOVERY AGENCY  
2024 STATEMENT OF NET POSITION (UNAUDITED)**

|  | <u>9/30/2024</u>  |
|--|-------------------|
| <b>ASSETS</b>  |                   |
| <b>CURRENT ASSETS:</b>   |                   |
| Cash and cash equivalents  | 16,270,046        |
| Cash - Board Designated  | 5,098,504         |
| Accounts receivable (net of an allowance for bad debts of \$50,000)    | 3,317,381         |
| Electric Revenue Receivable  | 502,060           |
| Metal Revenue Receivable   | 55,017            |
| Prepaid expenses and other receivables                                 | 1,708,542         |
| Facility lease, current portion  | 2,445,000         |
| <b>TOTAL CURRENT ASSETS</b>  | <b>29,396,550</b> |
| <b>ASSETS LIMITED AS TO USE:</b>                                       |                   |
| Investments held by trustee under indenture and board restricted funds | 5,930,098         |
| PROPERTY, PLANT and EQUIPMENT, net                                     | 21,568,690        |
| NET PENSION ASSET  | -                 |
| DEFERRED OUTFLOW   | 1,846,118         |
| FACILITY LEASE, net of current portion                                 | 35,022,557        |
| <b>TOTAL ASSETS</b>  | <b>93,764,013</b> |
| <b>LIABILITIES AND NET POSITION</b>                                    |                   |
| <b>CURRENT LIABILITIES:</b>  |                   |
| Accounts Payable   | 3,893,339         |
| Accrued Interest   | 842,646           |
| Accrued Expenses and other current liabilities                         | 207,067           |
| 2015 Bond Payable - Current  | 2,445,000         |
| 2019 Bond Payable - Current  | -                 |
| Capital Lease Liability-Current  | -                 |
| <b>TOTAL CURRENT LIABILITIES</b>                                       | <b>7,388,052</b>  |
| <b>LONG-TERM LIABILITIES:</b>  |                   |
| Capital Lease Liability -Long Term                                     | 227,329           |
| Other Post Employment Benefits   | 172,994           |
| Net Pension Liability  | 2,280,946         |
| 2015 Deferred Inflow   | 902,119           |
| 2015 Series A Bond Payable, net of current portion                     | 33,660,000        |
| 2015 Bond Premium  | 2,433,390         |
| 2015 Capital Fund Liability  | 250,573           |
| 2019 Bond Payable  | 8,070,000         |
| 2019 Bond Premium  | 962,282           |
| <b>TOTAL LIABILITIES</b>   | <b>56,347,685</b> |
| <b>NET POSITION</b>  |                   |
| Invested in capital assets   | 11,240,746        |
| Unrestricted   | 15,499,484        |
| Restricted   | 10,676,098        |
| <b>TOTAL NET POSITION YTD</b>  | <b>37,416,328</b> |
| <b>TOTAL</b>   | <b>93,764,013</b> |

STATEMENT OF CASH FLOWS OCRRA (UNAUDITED)

**YTD Through  
9/30/2024**

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**CASH FLOWS FROM OPERATING ACTIVITIES:**

|  |                  |
|--|------------------|
| Receipts from tipping fees                     | \$26,182,719     |
| Receipts from electric revenue                 | 3,623,405        |
| Other operating receipts                       | 2,950,504        |
| Payments to vendors and suppliers              | (7,416,829)      |
| Payments to employees                          | (3,930,842)      |
| Payments for Waste-to-Energy Operations        | (15,099,204)     |
| Payments for insurance and employee benefits   | (1,506,510)      |
| <b>Net cash flow from operating activities</b> | <b>4,803,243</b> |

**CASH FLOWS FROM CAPITAL AND RELATED FINANCING ACTIVITIES:**

|  |                    |
|--|--------------------|
| Payments on bonds outstanding                                      | (3,050,000)        |
| Proceeds from the issuance of bonds                                | -                  |
| Payments on Capital Leases   | (146,331)          |
| Proceeds from the sale of machinery and equipment                  | -                  |
| Purchase of property, plant and equipment                          | (1,952,111)        |
| Payments for interest on bonds outstanding                         | (1,096,943)        |
| <b>Net cash flow from capital and related financing activities</b> | <b>(6,245,385)</b> |

**CASH FLOWS FROM INVESTING ACTIVITIES:**

|  |                |
|--|----------------|
| Net change in investments                      | 421,584        |
| Proceeds from interest on invested funds       | 493,679        |
| <b>Net cash flow from investing activities</b> | <b>915,263</b> |

**NET INCREASE (DECREASE) IN CASH AND CASH EQUIVALENTS (526,879)**

**CASH AND CASH EQUIVALENTS - BEGINNING OF YEAR 21,889,040**

**CASH AND CASH EQUIVALENTS -YEAR-TO-DATE 21,362,161**

## STATEMENT OF CASH FLOWS OCRRA (UNAUDITED)

**YTD Through**  
**9/30/2024**

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**RECONCILIATION OF OPERATING INCOME (LOSS) TO NET  
CASH FLOW FROM OPERATING ACTIVITIES**

|  |                  |
|--|------------------|
| <b>Operating Income/(Loss)</b>   | 1,273,422        |
| <b>Adjustments to reconcile operating income to net cash flow from operating activities:</b> |                  |
| Depreciation and amortization  | 1,038,943        |
| Change in provision for bad debt expense   | -                |
| Waste-to-energy lease amortization   | 3,140,721        |
| Other Post -Employment Benefits Expense less LT liability adj.                               | -                |
| 2015 Bond Insurance Expense (no cash amortization expense)                                   | 29,245           |
| Change in Prepaid Pension Expense  | 123,913          |
| Change in NYSRS Retirement expense assoc. with GASB 68                                       | -                |
| <b>Changes in operating assets and liabilities:</b>  |                  |
| Accounts receivable  | 67,077           |
| Other Receivables  | (82,879)         |
| Prepaid expenses   | (307,711)        |
| Accounts payable and accrued expenses  | (479,488)        |
| <b>Total Adjustments</b>   | <b>3,529,821</b> |
| <b>NET CASH FLOW FROM OPERATING ACTIVITIES</b>   | <b>4,803,243</b> |

**Finance Lease Balances as of November 13, 2024:**

| <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              | <b>Paid off 03/31/2021</b>    |                       |                      |                        | 1.75%            |
| #2 - 2 Tractors and 1 Loader                | \$ 554,288               | \$28,117              | <b>Paid off 08/31/2021</b>    |                       |                      |                        | 1.81%            |
| #3 - Grinder and Roll-Off                   | \$ 903,471               | \$52,115              | <b>Paid off 8/15/2019</b>     |                       |                      |                        | 2.28%            |
| #4 – Shredder, Mat. Handler, and Dump Truck | \$1,089,510              | \$61,295              | <b>Paid off 03/31/2021</b>    |                       |                      |                        | 2.20%            |
| #5 – 2 Dumps, 4 Trailers                    | \$ 577,983               | \$35,096              | <b>Paid off 09/15/2022</b>    |                       |                      |                        | 2.5%             |
| #6 – 1 Loader                               | \$ 476,095               | \$52,087              | <b>Paid off 04/05/2023</b>    |                       |                      |                        | 3.38%            |
| #7 – 1 Loader, 3 Dumps                      | \$ 968,207               | \$81,935              | <b>Paid off 08/31/2023</b>    |                       |                      |                        | 3.31%            |
| #8 – 1 Loader, 2 Dumps                      | \$ 722,043               | \$57,200              | \$233,475                     | \$77,825              | 3/10                 | 4/2021 – 4/2026        | 2.80%            |
| <b>Total Balance</b>                        | <b>\$6,341,995</b>       | <b>\$419,244</b>      | <b>\$233,475</b>              |                       |                      |                        |                  |

# **RECYCLING/OPERATIONS COMMITTEE MEETING MINUTES**

**October 30, 2024**

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

*Members: D. Daley – V. Chair, V. Mangan, L. Hradil, N. Zaccaria, R. Raman, N. Jankowski*

Present : D. Daley, V. Mangan, L. Hradil, N. Jankowski, N. Zaccaria

Absent : R. Raman

Also Attending: M. Cirino, J. Gascon, K. Spillane, M. Mokrzycki, R. Czerwiak, K. Lawton, T. Palmer, D. Haas

Guest(s):

The meeting was called to order at 4:01 PM

A quorum is present.

While waiting for other members to arrive, D. Daley will start with agenda item number 2.

D. Haas presented a resolution for the purchase of trucks for 2025.

- The Agency has seven 2017 trucks that have exceeded their expected life span.
- Each week one of the seven trucks is in for repair.
- With the purchase of new tractors, the Agency is recommending an increase in horsepower and improved gearing ratios.
- In addition, the tractors will be equipped with customization to better suit travel in and out of landfills.
- Pricing through Sourcewell, the Agency has identified three Peterbilt tractors to be purchased.
- With several discounts, the Agency is recommending the purchase of these tractors at a cost not to exceed \$190,391.

There was a brief discussion on the discounts available.

D. Daley asked what OCRRA does with the outdated tractors.

D. Haas responded that they are utilized at other sites or sent to auction.

V. Mangan motioned and L. Hradil seconded to move the resolution to the full Board for consideration.

A collective aye was recorded.

K. Spillane presented a resolution to modify the emergency contract hauling resolution.

- To meet the commitment to remove ash from Reworld and continue to remove waste from the RCR transfer station, the Agency has had to utilize a private hauler.

- At times, bypassing the waste has been the only option that allows our customers the ability to access the facility in a reasonable time frame.
- Bypassing waste helps maintain waste levels in the transfer station and reducing hauler wait times.
- The issues with the flues earlier in the year and the throughput issues in the summer were not anticipated and although the Waste to Energy facility is operating at full capacity now, it has a lot of excess inventory that will take time to process.
- Reworld, experiencing these multiple issues, has impacted the hauler's ability to tip in a timely manner leading to long wait times. OCRRA has held Reworld accountable for the lack of throughput at the facility fining them for contractual damages as a result.
- The current PO for outside emergency hauling allows \$200,000 to be expended for outside hauling.
- As the year continues, OCRRA anticipates an additional \$80,000 is necessary to meet the outside hauling needs as the Agency continues to bypass waste from Transfer to help lower the wait times at the facility by reducing the truck traffic from transfer going into the Waste to Energy facility. The Committee desired to reinvest the contractual damages that have been recovered from Reworld into this additional funding for the outside emergency hauling.

There was a brief discussion regarding the Reworld issues and their accountability.

L. Hradil motioned and N. Jankowski seconded to move the resolution to the full Board for consideration.

A collective aye was recorded.

D. Haas presented a resolution for purchase of a broom for 2025.

- The Agency has utilized a water truck and a skid steer loader with a broom attachment to perform the task association with keeping the RCR transfer station clean and clear of debris.
- The skid steer is not designed for larger areas.
- The broom proposed combines the two in one unit.
- This broom could also be used on the tipping floor.
- Utilizing pricing through Sourcewell, management recommends purchase not to exceed \$97,920.

A discussion followed.

V. Mangan motioned and N. Jankowski seconded to move the resolution to the full Board for consideration.

A collective aye was recorded.

D. Haas presented a resolution for the purchase of a wheeled excavator for 2025.

- The Agency has utilized an excavator at RCR to sort through loads on the tipping floor.
- Sorting also removes mattresses and tires.
- Currently, there is one machine covering 9 doors and it is less efficient because it is on tracks.

- This unit would be equipped with the ability to inter-change buckets and grapples within minutes.
- Utilizing pricing through Sourcewell, and several discounts, management recommends this purchase not to exceed \$273,789, including attachments.

V. Mangan asked if these purchases were part of the 2025 budget.

K. Spillane responded that they were included in the 2025 Capital Plan.

N. Zaccaria asked if this unit would replace the current unit.

D. Haas responding that this unit is much more efficient than the current piece of equipment, but that OCRRA will continue to use the current unit as backup.

N. Jankowski motioned and V. Mangan seconded to move the resolution to the full Board for consideration.

A collective aye was recorded.

K. Spillane presented a resolution for the purchase of a trommel screen at compost.

- The Agency purchased a trommel screen in 2009.
- Over time this piece of equipment has shown its age and is now less efficient compared to newer models.
- The 2009 model will still be utilized by the Agency as long as it can and it will be moved to the Jamesville compost site where it will get a little less use and hopefully extend its life span.
- The proposed 2025 model screen proposed is capable of processing up to three times more material an hour compared to our current machine.
- Utilizing pricing through Sourcewell, management recommends this purchase not to exceed \$514,634.
- This piece of equipment is 50% grant eligible through the NYSDEC.

D. Daley voiced his approval if this purchase stating that Vermeer is a trusted source.

V. Mangan motioned and L. Hradil seconded to move the resolution to the full Board for consideration.

A collective aye was recorded.

K. Spillane presented a resolution for the purchase of a conveyor/stacker for 2025.

- This purchase was not included in the 2025 Capital Plan, however pricing allows for this purchase because the trommel pricing was lower than expected there is sufficient funding allocated in the capital plan for the committee to consider this purchase.
- As the product is processed through the screening process it leaves the trommel screen and is piled up at the output end.
- The finished product then needs to be moved throughout the compost site and is placed into piles by a loader.
- Per DEC regulations, piles are required to meet width and height expectations.



- Currently the Agency attempts to manage these piles with use of a loader, but it has led to the problems that resulted in the NOV.
- This piece of equipment can be placed at the end of the trommel screen and then convey finished product to the pile location. This will allow for appropriate height and width.
- Utilizing pricing through Sourcewell, management recommends this purchase not to exceed \$127,954.
- This piece of equipment is 50% grant eligible through the NYSDEC.

There was a brief discussion regarding the 2025 budget and Capital Plan.

V. Mangan motioned and N, Zaccaria seconded to move the resolution to the full Board for consideration.

A collective aye was recorded.

T. Palmer presented a resolution approving an agreement for newsletter distribution.

- These vendors are considered sole source due to their wide-spread distribution capabilities.
- Therefore, an RFP was not issued.
- For more than 20 years OCRRA has shared our programs with the community through a printed newsletter.
- Since 2013, OCRRA's newsletter has been distributed via the Sunday Post-Standard and four weekly Eagle Newspapers that service Onondaga County.
- This agreement would continue services for one year at the same price offered in 2024.
- Management recommends a contract with the Post-Standard and Eagle News for our quarterly distribution at a cost not to exceed \$25,000.

D. Daley asked why the resolution is necessary when the Executive Director has the signing ability up to \$20,000.

The committee agreed to change the amount of the contract to \$25,000. This change will be made before being presented to the full Board.

V. Mangan motioned and L. Hradil seconded to move the resolution to the full Board for consideration.

A collective aye was recorded.

T. Palmer presented a resolution to contract advertising services.

- OCRRA retains an advertising agency for campaign planning, ad placement, ad design, monitoring digital campaigns and website development.
- OCRRA currently contracts with Pinckney Hugo Group.
- Their contract expires on December 31, 2024.
- There are extensions to the current contract available.
- Management recommends exercising the first of two options for a one-year renewal.
- They have agreed to maintain the same cost through 2025.
- This contract is 50% NYSDEC grant eligible.

There was a brief discussion regarding the 2025 Public Education budget.

L. Hradil motioned and N. Jankowski seconded to move the resolution to the full Board for consideration.

A collective aye was recorded.

K. Lawton presented a resolution for contract for battery sorting services.

- OCRRA has provided a convenient battery collection program for residents through drop-off at multiple locations.
- To stay in compliance with USDOT regulations that require separation of different battery types for transport, OCRRA has contract with NYS Industries for the Disabled (NYSID), Inc to sort household batteries since 2010.
- Each year at the Amboy Compost site, ARC of Onondaga team members contracted by NYSID, sort approximately 145,000 pounds of batteries.
- NYSID proposed pricing for 2025, not to exceed \$70,000 through 2025.
- Management recommends continuing the sorting program through NYSID at an hourly rate of \$27.56 and a total cost not to exceed \$70,000 through 2025.

V. Mangan Motioned and N Zaccaria seconded to move the resolution to the full Board for consideration.

A collective aye was recorded.

K. Spillane presented a resolution approving a modification of contract for engineering work at Amboy.

- In November 2023, OCRRA entered into a contract with Arcadis to prepare an engineering design related to the wastewater conveyance system and sanitary discharge line at the Amboy Compost Facility.
- During construction two unexpected issues were encountered.
- The construction costs associated with the two issues were managed within the terms and approved unit costs of the contract with JL Excavation and the Agency's allocated 5% contingency.
- In April 2024 OCRRA requested the Engineer of Record, Arcadis, to propose construction related services that would be necessary to support construction services.
- At the time, these services were estimated to be \$39,713.
- OCRRA expanded the existing contract to include that additional cost.
- Due to unexpected issues encountered during construction, Arcadis had expended parts of their existing budget to address those issues and now requires a replenishment of budget to complete the work that was originally planned.
- Management recommends an increase to Arcadis' existing contract regarding construction related support for an amount not to exceed \$6,330 which is larger than the 5% approval that is allowed for the Executive Director and requires Board approval.

N. Jankowski motioned and V. Mangan seconded to move the resolution to the full Board for consideration.

A collective aye was recorded.

K. Spillane presented a resolution to fill a Solid Waste Plant Supervisor position at the Amboy compost site.

- Managing our current organics program (compost) and developing future organics waste diversion efforts has been divided between two internal departments, Recycling and Transfer. Recycling handles the material management of incoming and outgoing materials and Transfer has overseen the operations.
- This has had some challenges in the development of a cohesive approach, and with the recent NOV from the NYSDEC it has led to the reevaluation of the management of the program.
- The Agency has evaluated and identified that it would be better to restructure the compost program to have one manager that could provide comprehensive materials management, marketing and regulatory compliance for the compost program.
- The Agency has a vacant position of Solid Waste Plant Supervisor that can be used for overseeing the operation and providing the structure that is desired for the Agency's management of organic materials now and going forward as outlined in the Strategic Plan that is being developed.
- This position was not included in the 2025 budget and therefore needs Board approval.
- Management recommends authorizing the filling of the Solid Waste Supervisor-Compost.

D. Daley asked who this person would report to.

K. Spillane responded that initially this person would report to him and then eventually to the Transfer Director once the program was reorganized.

There was a brief discussion regarding wages for this position.

The committee discussed the duties and responsibilities of this position.

V. Mangan motioned and N. Jankowski seconded to move the resolution to the full Board for consideration.

A collective aye was recorded.

V. Mangan motioned, and L. Hradil seconded to adjourn the meeting.

A collective 'aye' was recorded.

The meeting was adjourned at 5:07 pm.

Meeting minutes were taken by R. Czerwiak

**RESOLUTION AMENDING RESOLUTION 2454 OF  
SEPTEMBER 2024 AUTHORIZING EXECUTIVE DIRECTOR  
TO CONTRACT FOR PRIVATE HAULING SERVICES**

**WHEREAS**, the Onondaga County Resource Recovery Agency is in need from time to time for hauling services from a private vendor for waste materials from its Rock Cut Road Transfer Stations and ash from the Waste To Energy Facility; and

**WHEREAS**, the Onondaga County Resource Recovery Agency has signed a collective bargaining agreement with Local 158 International Union of Operating Engineers AFL-CIO authorizing the use of these private haulers under certain situations and specific times of the year; and

**WHEREAS**, the Onondaga County Resource Recovery Agency authorized an agreement with Riccelli Enterprises for the fiscal year 2024 by Resolution Number 2428 of January 10, 2024; and

**WHEREAS**, due to unforeseen additional bypassing of waste from the Waste to Energy facility, and the need to utilize private haulers for ash removal to supplement operations during this time, it was necessary to increase the amount of money authorized for the use of private haulers for the remainder of 2024 and therefore the Board authorized an additional \$100,000 by Resolution 2454; and

**WHEREAS**, the Recycling/Operations Committee has reviewed the services needed for additional private hauling due to these unforeseen difficulties and has recommended that the Board authorize the Agency's Executive Director to amend the purchase order with Riccelli Enterprises of Syracuse, New York by increasing said purchase order by an additional \$80,000; and

**WHEREAS**, the Agency has been able to recover from Reworld throughput damages contractually obligated to the Agency due to the reduction in processing at the waste to energy facility compromising more than half of the cost of additional private hauling services; now, therefore be it

**RESOLVED**, that the Onondaga County Resource Recovery Agency hereby authorizes the Executive Director to amend the purchase order agreement with Riccelli Enterprises of Syracuse, New York for private hauling of waste and ash materials as needed for an additional \$80,000 reflecting additional funds recovered from Reworld for contractual damages comprising half of this additional amount, for a total cost not to exceed \$280,000 for the year 2024. This Resolution shall take effect immediately.

**Resolution Adopted Date:** \_\_\_\_\_

**Vote: Ayes:** \_\_\_\_\_ **Nays:** \_\_\_\_\_ **Abstentions:** \_\_\_\_\_

**Signature:** \_\_\_\_\_

# RESOLUTION BRIEF

## Contract Hauling

*November 13, 2024*

To meet the commitment to remove ash from Reworld and continue to remove waste from the Rock Cut Road Transfer station, the Agency has had to utilize a private hauler. This is allowed under conditions outlined in the collective bargaining agreement with Local 158. The Agency has had to bypass waste significantly more than anticipated for this year's budget. This has been a direct result of multiple downtime issues and both planned and unplanned maintenance at the facility. At times bypassing the waste has been the only option that allows our customers the ability to access the facility in a reasonable time frame.

Our focus has been prioritizing waste removal from the facility and assigning staff to be focused on the transfer station operations and waste hauling to landfills. By doing this we have been able to maintain waste levels in the transfer station and reduce customer wait times. The agency can do this by utilizing outside carriers to assist in maintaining the removal of ash from Reworld and waste from the Transfer Station.

The throughput issues that had affected the processing capability of the waste to energy facility had been resolved by the end of August, and since then the facility has been able to process waste at or near full capability, other than during the planned maintenance outage for the fall. However, the excess inventory of waste that had accumulated over the summer impacted the haulers' ability to tip in a timely manner. The Agency worked with Reworld to limit the September maintenance outage, keeping it to a minimum downtime. This helped to prevent any additional impacts on wait times and bypass efforts, but Reworld did not meet its contractual obligation for throughput during this time and has contractual damages for August and September assessed. It is the desire of the Agency to reinvest these contractual damages into additional private hauling services to remove waste from the transfer facility, reducing the number of trucks accessing the waste to energy facility which in turn will help Reworld to process more of the large inventory of waste that has accumulated.

The current existing PO for utilizing outside carriers is \$200,000 and the Agency anticipates exceeding that amount in 2024. As we move forward for the remainder of the year, we plan to continue to drive the focus on the optimization and operations of the transfer station. Moving waste to Reworld as much as possible and bypassing waste when necessary. As this focus continues to be driven on site it will create situations where we will continue to need to utilize outside carriers to maintain our commitment to hauling ash and waste from the transfer facility. Therefore, management recommends the approval of an additional \$80,000 for contract hauling services through the end of 2024, with more than half of these funds derived from contractual damages owed by Reworld due to the lack of throughput per our Agency's delivery credit calculations.

**RESOLUTION AUTHORIZING EXECUTIVE DIRECTOR TO PURCHASE THREE TRUCK TRACTOR CAB/CHASSIS**

**WHEREAS**, the Onondaga County Resource Recovery Agency is in need of three replacement trucks for use in hauling ash and waste from its transfer station and waste to the energy facility; and

**WHEREAS**, the Recycling and Operations Committee has recommended that the Board authorize the Agency’s Executive Director to proceed with the purchase of three Peterbilt 567 heavy duty truck tractor cab chassis through Sourcewell from Dimmick Group Peterbilt of East Syracuse, N.Y., at a price of \$571,173 for the three trucks in accordance with the Agency’s Procurement Policy, and in accordance with the Agency’s 2025 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, through Sourcewell, three model year 2025 Peterbilt 567 truck tractor cab chassis from Dimmick Group Peterbilt of East Syracuse N.Y for the total purchase price not to exceed \$571,173. This Resolution shall take effect immediately.

**Resolution Adopted Date:** \_\_\_\_\_

**Vote:** Ayes \_\_\_\_\_ Nays \_\_\_\_\_ Abstentions \_\_\_\_\_

**Signed:** \_\_\_\_\_

# RESOLUTION BRIEF

## Resolution Authorizing Executive Director to Purchase Three Peterbilt Heavy Duty 567 Tractors from Dimmick Group Peterbilt

*November 13, 2024*

The Agency has seven 2017 trucks that have exceeded their expected life span. These tractors are continuing to age and are becoming less capable of meeting the needs of the Agency. On a weekly basis one of these tractors is down and in need of repair. As we continue to add new trailers to the fleet our tractors will need to be upgraded to handle the weight and stress being put on the tractors.

With the purchase of the new tractors, the Agency is recommending an increase in horsepower and improved gearing ratios. Our current fleet of tractors produces roughly 400 to 450 horsepower and are 10 speeds. These three new tractors will be able to produce up to 605 horsepower and are 18 speed tractors. In addition, the tractors will be equipped with customization to better suit travel in and out of landfills.

Utilizing pricing provided through sourcewell, the Agency identified three Peterbilt tractors to be purchased. These tractors are best suited to fit the needs of the Agency and support future needs. Dimmick Group Peterbilt has provided a 25% sourcewell discount. Original pricing of each tractor \$262,521. With the 25% discount pricing is \$198,391. Additionally, the agency was offered an additional discount of \$8,000 off each tractor with the minimum purchase of three or more tractors. This brings the price per tractor down to \$190,391



### **Facts at a Glance:**

2025 Peterbilt Tractor

Price: \$190,391

In Capital Plan: Yes

Financing Options: Cash Purchase

### **Management Recommendation:**

Management recommends authorizing the purchase of three Peterbilt Heavy Duty 567 tractors.

**RESOLUTION AUTHORIZING EXECUTIVE DIRECTOR TO PURCHASE A BROOM FOR THE TRANSFER STATION**

**WHEREAS**, the Onondaga County Resource Recovery Agency has used a 2004 water truck and a skid steer with a broom attachment to keep roadways at its transfer station free of debris; and

**WHEREAS**, the Agency is in need of replacing and or repairing said equipment and has evaluated the use of an industrial broom that combines both of these pieces of equipment into one unit; and

**WHEREAS**, the Recycling and Operations Committee has reviewed this evaluation and recommends that the Board authorize the Agency’s Executive Director to proceed with the purchase of one FB55 Broom through Sourcewell from Alta Equipment of Syracuse, N.Y., at a price of \$97,920 in accordance with the Agency’s Procurement Policy, and in accordance with the Agency’s 2025 capital plan, to accommodate this purchase; now, therefore be it

**RESOLVED**, that the Onondaga County Resource Recovery Agency hereby authorizes the purchase, by its Executive Director, through Sourcewell, one 2025 FB55 Broom from Alta Equipment of Syracuse, N.Y for the total purchase price not to exceed \$97,920. This Resolution shall take effect immediately.

**Resolution Adopted Date:** \_\_\_\_\_

**Vote:** Ayes \_\_\_\_\_ Nays \_\_\_\_\_ Abstentions \_\_\_\_\_

**Signed:** \_\_\_\_\_



# RESOLUTION BRIEF

## Resolution Authorizing Executive Director to Purchase FB55 Broom from Alta Equipment Company

*November 13, 2024*

The Agency has utilized a water truck and a skid steer loader with a broom attachment to perform the tasks associated with keeping the Rock Cut Road transfer station clean and clear of debris. The use of the water truck helps keep the dust down during operation hours, but it simply ends up pushing waste around all over the site. The skid steer w/ attachment is capable of cleaning small areas but is not designed to clean large areas like the tipping floor and deck at Rock Cut Road. This leads to safety risks for both staff and residents when entering the areas.

The LB Performance FB55 Broom combines the two into one unit. Allowing one employee to do both things at the same time. Additionally, the performance of this unit allows the agency to keep the Rock Cut Road facility clean and free of debris. This piece of equipment can be used on the tipping floor side, the fuel island side and along the shoulders of the roadway if/when needed. Providing a more efficient and effective way to clean up the site and surrounding areas. With the purchase of LB Performance FB55 the agency will be able to maintain the cleanliness of the sites working areas and helping to provide a safer environment for both staff and residents.

Utilizing pricing provided through the sourcewell process, the Agency identified the FB Performance broom. The unit is of commercial grade and OCRRA was able to test out the broom prior to validating its effectiveness at our Rock Cut Road site. Sourcewell pricing is provided by Alta Equipment in Syracuse, NY.



### **Facts at a Glance:**

2025 FB55 Broom  
Price: \$97,920  
In Capital Plan: Yes  
Financing Options: Cash Purchase

### **Management Recommendation:**

Management recommends authorizing the purchase of a LB Performance FB55 Broom

**RESOLUTION AUTHORIZING EXECUTIVE DIRECTOR TO PURCHASE A WHEELED EXCAVATOR FOR THE TRANSFER STATION**

**WHEREAS**, the Onondaga County Resource Recovery Agency utilizes an excavator to sort through loads to remove items that cannot be transferred to the waste to energy facility as well as scrap metal; and

**WHEREAS**, the Agency adopted the Optimization Report from Cornerstone Engineering which recommends the use of wheeled material handlers/excavators to improve the efficiency of the operation, to increase throughput, and to consolidate waste as it is received; and

**WHEREAS**, the Recycling and Operations Committee has reviewed this evaluation and recommends that the Board authorize the Agency’s Executive Director to proceed with the purchase of one Volvo EWR130E FB55 Wheeled Excavator through Sourcewell from Alta Equipment of Syracuse, N.Y., at a price of \$273,789 in accordance with the Agency’s Procurement Policy, and in accordance with the Agency’s 2025 capital plan, to accommodate this purchase; now, therefore be it

**RESOLVED**, that the Onondaga County Resource Recovery Agency hereby authorizes the purchase, by its Executive Director, through Sourcewell, one 2025 Volvo EWR130E FB55 Broom from Alta Equipment of Syracuse, N.Y for the total purchase price not to exceed \$273,789. This Resolution shall take effect immediately.

**Resolution Adopted Date:** \_\_\_\_\_

**Vote:** Ayes \_\_\_\_\_ Nays \_\_\_\_\_ Abstentions \_\_\_\_\_

**Signed:** \_\_\_\_\_

# RESOLUTION BRIEF

## Resolution Authorizing Executive Director to Purchase EWR130E Volvo Wheeled Excavator

*November 13, 2024*

The Agency has utilized an excavator at Rock Cut Road to sort through loads on the tipping floor. Each load is picked through and sorted. During that process the excavator is removing recyclable materials. The sorting also removes tires, mattresses, white goods, etc. Currently there is one of these machines covering nine doors at once and it is less efficient because it is on tracks. Being on the tracks limits the equipment and slows it down.

With the purchase of the Volvo EWR130E the Agency will utilize this newer and more efficient equipment on the doors that receive the largest loads tipping throughout the day. While still utilizing the older excavator to cover doors with less traffic or smaller loads tipping throughout the day. Additionally, the Volvo EWR130E will be equipped with the ability to interchange buckets and grapples. The operator will be able to perform this from the cab of the equipment and can be done in minutes. Allowing for the operator to switch from a sorting bucket to a crushing grapple. The ability to do this allowed for this piece of equipment to be utilized to also densify waste by crushing the objects and trash with the force of the grapple. .

Utilizing pricing provided through Sourcewell at a 40.6% discount the Agency identifies the EWR130E Volvo Wheeled Excavator. The agency was able to test the equipment on loan and it was identified as being a very useful and effective addition to the Rock Cut Road transfer station. This purchase pricing is being provided to the Agency by Alta Construction Equipment NY LLC.



### **Facts at a Glance:**

Volvo EWR130 wheeled excavator

Price: \$273,789

In Capital Plan: Yes

Financing Options: Cash Purchase

### **Management Recommendation:**

Management recommends authorizing the purchase of Volvo EWR130E wheeled excavator.

**RESOLUTION AUTHORIZING EXECUTIVE DIRECTOR TO PURCHASE A  
TROMMEL SCREEN FOR COMPOST**

**WHEREAS**, the Onondaga County Resource Recovery Agency utilizes a trommel screen to remove oversized material and improve the final compost product at its compost facilities; and

**WHEREAS**, the Agency's current trommel screen was purchased in 2009 and needs to be replaced, the cost for which is included in the 2025 Capital Plan; and

**WHEREAS**, the Recycling Operations Committee recommends that the Board authorize the Agency's Executive Director to proceed with the purchase of one Vermeer TR626 Trommel Screen through Sourcewell from Vermeer All Roads of Annapolis Junction, MD at a price of \$514,635 in accordance with the Agency's Procurement Policy, and in accordance with the Agency's 2025 Capital Plan, to accommodate this purchase; now, therefore be it

**RESOLVED**, that the Onondaga County Resource Recovery Agency hereby authorizes the purchase, by its Executive Director, through Sourcewell, one 2025 Vermeer TR606 Trommel Screen from Vermeer All Roads of Annapolis Junction, MD for the total purchase price not to exceed \$514,635. This Resolution shall take effect immediately.

**Resolution Adopted Date:** \_\_\_\_\_

**Vote: Ayes:** \_\_\_\_\_ **Nays:** \_\_\_\_\_ **Abstentions:** \_\_\_\_\_

**Signed:** \_\_\_\_\_

# RESOLUTION BRIEF

## Resolution Authorizing Executive Director to Purchase 2025 Vermeer TR626 Trommel Screen from Vermeer All Roads

*November 13, 2024*

The Agency purchased a trommel screen in 2009 prior to starting the compost program at the Amboy site. That has provided the agency with the tools to develop the compost program. Over time this piece of equipment has shown its age and now has become less efficient compared to newer models.

The 2025 TR626 is capable of processing up to three times more material an hour compared to our current 2009 model. The addition of this unit will allow our Amboy site the opportunity to process more material in a much shorter period. Which then allows that extra time to be utilized for servicing customers and our site, helping meet DEC requirements.

The 2009 model will still be utilized by the agency for its remaining life span and it will be moved to the Jamesville site. Moving this unit there will eliminate the expense of transportation of the trommel each time it needs to go back and forth between the sites to maintain compost levels or compliance with DEC regulations.

Utilizing pricing provided through Sourcewell, the Agency identified the TR626 Vermeer Trommel Screen to be purchased. This trommel screen is best suited to fit the needs of the Agency and support future needs. Vermeer All Roads has provided 10% Sourcewell discount.



### **Facts at a Glance:**

2025 Vermeer TR626 Trommel Screen  
Price: \$514,634.50  
In Capital Plan: Yes  
Financing Options: Cash Purchase

### **Management Recommendation:**

Management recommends authorizing the purchase of a 2025 Vermeer TR626 Trommel Screen

**RESOLUTION AUTHORIZING EXECUTIVE DIRECTOR TO PURCHASE AN ECOSTACK CONVEYOR FOR COMPOST**

**WHEREAS**, the Onondaga County Resource Recovery Agency was recently given a Notice of Violation by the NYSDEC for pile sizes that exceed regulations due to the influx of material that exceed the capabilities of the current on site equipment; and

**WHEREAS**, the Agency has investigated options for assisting staff with ensuring future compliance with pile size regulations, promote safety due to the influx of material, and to improve the efficiency of operations, identifying the stacker or conveyor as one method of improving site operations and pile sizes while increasing the efficiency of handling stockpiled materials; and

**WHEREAS**, the Recycling and Operations Committee recommends that the Board authorize the Agency’s Executive Director to proceed with the purchase of one EcoStack 8036K conveyor through Sourcewell from Alta Equipment of Syracuse, NY at a price of \$127,954 in accordance with the Agency’s Procurement Policy; now, therefore be it

**RESOLVED**, that the Onondaga County Resource Recovery Agency hereby authorizes the purchase, by its Executive Director, through Sourcewell, one 2025 EcoStack 8036K conveyor from Alta Equipment of Syracuse, New York for the total purchase price not to exceed \$127,954. This Resolution shall take effect immediately.

**Resolution Adopted Date:** \_\_\_\_\_

**Vote:** Ayes \_\_\_\_\_ Nays \_\_\_\_\_ Abstentions \_\_\_\_\_

**Signed:** \_\_\_\_\_

# RESOLUTION BRIEF

## Resolution Authorizing Executive Director to Purchase EcoStack 8036K from Alta Equipment

*November 13, 2024*

As product is processed through the screening process it leaves the trommel screen and is piled up at the output end. The finished product then needs to be moved throughout the compost site and placed into piles. Per DEC regulations piles are required to meet widths and height expectations. The agency attempts to manage and maintain these piles with loader. Finished product is moved from the trommel screen to the location of a pile and then pushed as high as it can be with the power of the loader. Many trips are made back and forth from the trommel screen to the pile which results in additional hours and diesel fuel being used. This process can be made more efficient with the use of a stacker conveyor.

This piece of equipment can be placed at the end of the trommel screen and then conveys the finished product to the pile location. The stacking conveyor system can be set to appropriate heights allowing piles to be managed correctly. Moving the trommel and stacking conveyor together will result in the ability to create piles that do not need to be managed by a loader. Utilization of the stacking conveyor will allow the agency to appropriately manage pile sizes and heights in a more efficient and effective manner. In addition, the use of a stacking conveyor creates a safer work environment by creating manageable pile sizes and reducing the use of a loader to push materials to unsafe operating heights.

Utilizing pricing provided through sourcewell, the Agency identified the EcoStack 8036K to be purchased. This stacker conveyor is best suited to fit the needs of the Agency and support future needs. Alta Equipment has provided 10% discount through sourcewell.



### **Facts at a Glance:**

EcoStack 8036K

Price: \$127,954

In Capital Plan: No

Financing Options: Cash Purchase

### **Management Recommendation:**

Management recommends authorizing the purchase of an EcoStack 8036K stacker conveyor.

**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. 2421 of December 13, 2023, 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, 2024; 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, 2025, 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, 2025, with Eagle and Post-Standard Newspapers as distributors of the Agency's newsletter, an estimated 55,000 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 13, 2024

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 2024.**

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 audience** (*Roughly 55,000 per quarter in Onondaga County, with approximately half distributed via the Sunday Post-Standard and half via the Eagle Newspapers*).
- **Will continue services for one-year at the same price offered in 2024:**
  - ✓ **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.

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

### **RECOMMENDATION:**

Management recommends the committee sponsor a resolution to have Eagle News and the Post-Standard distribute the OCRRA newsletter in their publications, quarterly, with a total not to exceed cost of \$25,000 / year.

**RESOLUTION AUTHORIZING CONTRACT FOR  
ADVERTISING AGENCY SERVICES**

**WHEREAS**, it is necessary to retain an advertising agency possessing special skills and training to provide creative artwork, provide website development, and to arrange for advertisements for the Agency’s various responsibilities including reduction, reuse, recycling, waste-to-energy and composting; and

**WHEREAS**, the Agency’s contract with Pinckney Hugo Group of Syracuse, NY, established with resolution #2309, provided three years of advertising services ending on December 31, 2024, with two optional one (1) year extensions; and

**WHEREAS**, Pinckney Hugo Group has agreed to a one (1) year extension of the current contract at the same rates, terms and conditions. Now, therefore be it

**RESOLVED**, that the Onondaga County Resource Recovery Agency does hereby authorize its Executive Director to enter into an Advertising Services Contract with Pinckney Hugo Group of Syracuse NY, the Agency’s present vendor, for an extension of such services, beginning January 1, 2025 for a period of one (1) year, concluding on December 31, 2025. The 2024 authorization by this Resolution shall not exceed the Board approved allotted budgeted amount of \$350,000. Future not-to-exceed figures will be determined by this Board based upon future budgets. This resolution shall take effect immediately.

**Resolution Adopted Date** \_\_\_\_\_

**Vote: Ayes:** \_\_\_\_\_ **Nays:** \_\_\_\_\_ **Abstentions:** \_\_\_\_\_

**Signature:** \_\_\_\_\_

# **RESOLUTION BRIEF**

## **Advertising Agency Services**

*November 13, 2024*

### **OCRRA retains an advertising agency for:**

- Research and effective campaign planning
- Ad placement services  
(discounts / free ads result from an agency's bulk buying power)
- Ad design across multiple mediums (online, video, TV, radio, print)
- Constant monitoring and optimization of digital campaigns
- Website development and technical support

### **All ad agency expenditures are eligible for up to 50% grant reimbursement from the NYSDEC.**

Total Public Education Budget in 2025 = \$350,000.

OCRRA currently contracts with Pinckney Hugo Group (PHG) of Syracuse for professional advertising agency services. Their contract expires on December 31, 2024. Both parties have two optional one (1) year renewals.

PHG's was previously contracted based on average score rankings in:

- Experience
- Ability to provide advertising and web services
- Price
- Creative work
- Value ad
- Team experience level
- Responsiveness to RFP

### **Management Recommendation:**

Exercise the first of two options for a one (1) year renewal with PHG, which has held their hourly rate steady since 2008. PHG offers extensive experience, competitive pricing, reduced commissions, an in-house website programming department and proven value added. They have provided OCRRA with stellar service, well-researched ad placements, effective backend web development, real-time digital ad campaign optimization and excellent creative work in the past.

**RESOLUTION AUTHORIZING CONTRACT FOR  
BATTERY SORTING SERVICES**

**WHEREAS**, the Onondaga County Resource Recovery Agency is in need of continuing battery sorting services to facilitate the recycling of household batteries; and

**WHEREAS**, the Agency has, in the past, utilized the services of New York State Industries for the Disabled (NYSID) through ARC of Onondaga as the New York State preferred source vendor under State Finance Law Sections 162 and 163; and

**WHEREAS**, the Agency wishes to continue to utilize the services of NYSID for battery sorting at a cost of \$27.56 per hour for labor associated with these services, up to a total cost not to exceed \$70,000; now, therefore, be it

**RESOLVED**, that the Onondaga County Resource Recovery Agency does hereby authorize its Executive Director to enter into a purchase order with the New York State preferred source vendor, New York State Industries for the Disabled for battery sorting services at a cost of \$27.56 per hour and at a total cost not to exceed \$70,000. This Resolution shall take effect immediately.

**Resolution Adopted Date:** \_\_\_\_\_

**Vote:** Ayes: \_\_\_\_\_ Nays: \_\_\_\_\_ Abstentions: \_\_\_\_\_

**Signed:** \_\_\_\_\_

# RESOLUTION BRIEF

## Battery Sorting by NYS Industries of the Disabled (NYSID)

*November 13, 2024*

OCRRA has provided a convenient battery collection program for residents through drop off at multiple locations, including all Onondaga County Wegmans, Green Hills Market, and hardware stores for decades.

To stay in compliance with USDOT regulations that require separation of different battery chemistries for transport, OCRRA has contracted with New York State Industries for the Disabled, Inc. (NYSID) to sort household batteries since 2010.

Under the legislatively mandated New York State Preferred Source Program (under State Finance Law Sections 162 and 163), NYSID represents a state-wide network of 165 community rehabilitation agencies, including Arc of Onondaga, to employ skilled people with disabilities in community-based jobs.

Each year at the Amboy Compost Site, Arc of Onondaga team members, contracted by NYSID, sort around 145,000 pounds of batteries.

NYSID proposed pricing for 2025 is batteries, not to exceed \$70,000 through



An Arc of Onondaga employee sorting battery chemistries for proper packaging and shipment at the Amboy Compost Facility.

### **RECOMMENDATION:**

OCRRA continues its battery sorting program with New York State Industries for the Disabled, Inc. as a preferred source vendor at an hourly rate of \$27.56, not to exceed \$70,000 through December 31, 2025.

**RESOLUTION AUTHORIZING EXECUTIVE DIRECTOR TO MODIFY AN  
EXISTING CONTRACT FOR ENGINEERING WORK FOR THE AMBOY  
COMPOST WASTEWATER  
CONVEYANCE SYSTEM**

**WHEREAS**, the Onondaga County Resource Recovery Agency desires to maintain a sanitary line that discharges from the Amboy Compost Facility and therefore requires that the line be rerouted and improved to reduce maintenance needs; and

**WHEREAS**, the Onondaga County Resource Recovery Agency, pursuant to its procurement policy, authorized a contract with Arcadis of New York, Inc. with Resolution No. 2354 of October, 2022 to complete the engineering and design for the work necessary to maintain the wastewater conveyance system and sanitary discharge line; and

**WHEREAS**, the Onondaga County Resource Recovery Agency, pursuant to its procurement policy, authorized a contract with Arcadis of New York, Inc. with Resolution No. 2435 of March, 2024 to extend the current contract to provide construction related engineering for the wastewater conveyance system and sanitary discharge line at the Amboy Compost Facility for a cost not to exceed \$39,713; and

**WHEREAS**, the construction activities included unexpected conditions that were not planned for in the original scope of work for the construction support related engineering; and

**WHEREAS**, The Recycling and Operations Committee has recommended that the Agency authorize its Executive Director to execute an expansion of the current contract with Arcadis for an additional cost not to exceed \$6,330; now, therefore be it

**RESOLVED**, that the Onondaga County Resource Recovery Agency does hereby authorize the Executive Director to extend the current contract with Arcadis of New York, Inc to provide additional construction support related engineering for the wastewater conveyance system and sanitary discharge line at the Amboy Compost Facility for a cost not to exceed \$6,330 and as authorized by the budget adopted by the Board. This Resolution shall take effect immediately.

**Resolution Adopted Date:** \_\_\_\_\_

**Vote:** Ayes \_\_\_\_\_ Nays \_\_\_\_\_ Abstentions \_\_\_\_\_

**Signed:** \_\_\_\_\_

# RESOLUTION BRIEF

## **Amboy Compost Wastewater Conveyance System Improvements (Construction Support Modifications)**

*November 13, 2024*

In November 2023, OCRRA entered into a contract with Arcadis to prepare an engineering design related to the wastewater conveyance system and sanitary discharge line at the Amboy Compost Facility. The construction contract associated with the design was awarded to the lowest responsible bidder, JL Excavation LLC for a bid amount of \$270,632 in March 2024.

During construction, two unexpected issues were encountered related to the placement and compaction of backfill; and the tie-in at the end of the new discharge pipe to the County's conveyance line. The construction costs associated with these two issues were managed within the terms and approved unit costs of the contract with JL Excavation and the Agency's allocated contingency (5%). OCRRA used approximately 60% of that allocated contingency to modify the tie-in as needed during construction.

In April 2024 OCRRA requested the Engineer of Record, Arcadis, to propose construction related services that would be necessary to support construction services. These services include reviewing submittals; leading construction meetings; providing final inspection and work acceptance; and documenting as-built conditions. At that time, these services were estimated to be \$39,713. In March 2024, OCRRA expanded the existing contract with Arcadis for engineering professional services (November 8, 2023 in the amount of \$26,464) to include an additional \$39,317 to support construction related services as the Engineer of Record for the project.

Due to the unexpected issues encountered during construction, Arcadis had expended parts of their existing budget to address those issues and now requires a replenishment of budget to complete the work that was originally planned in the March 2024 agreement. It is anticipated that an additional \$6,330 is needed to complete the final inspection, completion documentation and as-built drawings as described in the attached proposal.

Management requests that the Board consider an increase to Arcadis' existing contract related to construction related support for an amount not to exceed \$6,330.

Cristina Albuio, PE  
Agency Engineer  
Onondaga County Resource Recovery Agency  
100 Elwood Davis Road  
North Syracuse, NY 13212

Arcadis of New York, Inc.  
One Lincoln Center  
110 West Fayette Street  
Suite 300  
Syracuse, NY 13202  
United States  
Phone: 315 446 9120  
Fax: 315 449 0017

[www.arcadis.com](http://www.arcadis.com)

Date: October 18, 2024

Our Ref: 30048112

Subject: Construction Phase Services – Amendment No. 1\_rev1

OCRRA – Amboy Compost Wastewater Conveyance System Improvements

Dear Ms. Albuio,

Arcadis of New York, Inc. (Arcadis) is pleased to provide this proposal to the Onondaga County Resource Recovery Agency (OCRRA, the Agency) for an amendment to our contract for professional engineering services in connection with the construction of the Amboy Compost Wastewater Conveyance System Improvements.

The scope of services is identified within this Amendment request to provide construction phase services including, but not limited to, construction administration services and limited construction inspection.

## SCOPE OF WORK

Arcadis will provide the following additional services to the Agency under this Amendment No. 1 request:

### **Construction Phase – Construction Administration and Construction Inspection:**

- Conduct additional coordination meetings and site visits by engineering staff, as necessary, to determine the progress and acceptability of the work. For this project, Arcadis assumed a three-month in field construction period, but due to unforeseen lead times on equipment and contractor challenges for installations as specified, the contract was extended for the contractor until November 4, 2024. The project duration as bid by the Agency was 120 calendar days to substantial completion.
- An extension to the contract time under the professional services contract signed March 25, 2024, as applicable, to complete the scope of work as specified in the original proposal dated January 9, 2024 and this Amendment No. 1 request.

Due to the additional time for completion and to satisfy contractor non-compliance items, Arcadis requests additional for the following:

- Provide final inspection and work acceptance for the project including the certificate of completion.
- Prepare as-built record drawings from required field orders and modifications as maintained by the resident project representative (RPR) and the Contractor. The Contractor will be required to provide an as-built survey of the project components. Prepare record drawings to show the precise as-built locations of all buried, imbedded, or concealed piping or conduit, including piping or conduit fixtures and accessories and other buried features installed by the Contractor. Prepare record drawings and provide to



Cristina Albuño, PE  
OCRRA  
October 18, 2024

the Agency in both PDF and AutoCAD (.dwg) formats. Examples of changes include, but are not limited to the following:

- Changes in locations, elevations of project components and or equipment.
- Changes in slope of piping system or grade surfaces.
- Changes in materials, i.e. piping, wiring, etc.
- Additions or exclusions to the project.
- Relocation of underground utilities as a result of interference with project components.
- Unforeseen modifications made to existing structures made necessary by requirements of the project work.
- Changes in mechanical trade components (electrical, heating, ventilation, plumbing).
- Receive, review, take appropriate action and distribute the operation and maintenance data to the Agency as provided by the Contractor.

Cristina Albuño, PE  
OCRRA  
October 18, 2024

## Engineering Costs

Arcadis will provide the additional scope of work under this Amendment No. 1 for a fee equal to \$6,330.00. A breakdown of our fee estimate is included as Attachment 1, entitled, Estimated Engineering Cost. Our 2024 billable rates with a 3.0 multiplier are shown in with direct expenses being billed to the Agency at cost plus 3%.

## Summary

We look forward to assisting the Agency on this project as it is near completion of construction. Thank you for providing us the opportunity to present this Amendment request for your consideration.

If you have any questions, please contact me at your convenience.

Sincerely,  
Arcadis of New York, Inc.



Benjamin R. Tillotson, PE  
Principal Engineer/Project Manager

Email: [benjamin.tillotson@arcadis.com](mailto:benjamin.tillotson@arcadis.com)  
Direct Line: 315.671.9212  
Mobile: 315.396.6904

CC. Jack Connery, EIT, OCRRA  
Matt Czora, PE, Arcadis

Enclosures:  
Attachment 1 – Estimated Engineering Cost

*This proposal and its contents shall not be duplicated, used or disclosed — in whole or in part — for any purpose other than to evaluate the proposal. This proposal is not intended to be binding or form the terms of a contract. The scope and price of this proposal will be superseded by the contract. If this proposal is accepted and a contract is awarded to Arcadis as a result of — or in connection with — the submission of this proposal, Arcadis and/or the client shall have the right to make appropriate revisions of its terms, including scope and price, for purposes of the contract. Further, client shall have the right to duplicate, use or disclose the data contained in this proposal only to the extent provided in the resulting contract.*

**ATTACHMENT 1**

**Estimated Engineering Cost (Amendment No. 1) - Construction Phase Services**

OCRRA - Amboy Compost Wastewater Conveyance System Improvements

**I. Billable Labor Costs**

| <u>Title</u>               | <u>2024 Hourly Billable<br/>Rate (\$/HR)</u> | <u>Estimated<br/>Hours</u>          | <u>Cost</u> |
|----------------------------|--|-------------------------------------|-------------|
| Project Manager            | \$216.00                                     | 6                                   | \$1,296     |
| Senior Electrical Engineer | \$219.00                                     | 8                                   | \$1,752     |
| Water Engineer I           | \$101.34                                     | 20                                  | \$2,027     |
| CADD Designer I            | \$96.48                                      | 8                                   | \$772       |
| Document Technician        | \$105.45                                     | 4                                   | \$422       |
|                            |  | Total Estimated Billable Labor Cost | \$6,268     |

**II. Total Labor Cost**

\$6,268

**III. Estimate of Direct Expenses**

|                                     |                                 |      |
|-------------------------------------|---------------------------------|------|
| Travel - Construction (Not for RPR) | \$50                            |      |
| Reproduction                        | \$10                            |      |
|                                     | Total Estimated Direct Expenses | \$62 |

**IV. TOTAL ESTIMATED COSTS (Items II & III)**

**\$6,330**

**RESOLUTION AUTHORIZING FILLING  
OF THE SOLID WASTE PLANT SUPERVISOR – COMPOST POSITION**

**WHEREAS**, the Onondaga County Resource Recovery Agency has determined that there is a need to have a manager overseeing its compost operations to address the influx of organic material, support the Agency’s future organics goals, and address the recent concerns of the New York State Department of Conservation in on ongoing fashion, and

**WHEREAS**, the Agency desires to fill the vacant Solid Waste Plant Supervisor position, which is currently on the Agency civil service roster, and currently on the Agency’s salary plan at a grade 55, to oversee its compost operations, and

**WHEREAS**, the Recycling and Operations Committee has determined that such a manager would act in a capacity to provide greater comprehensive materials management for the Agency to improve the compost operation and further the Agency’s organic management goals, now, therefore be it

**RESOLVED**, that the Onondaga County Resource Recovery Agency does hereby authorize the Executive Director to proceed with the hiring of a qualified candidate within the Agency approved salary plan for the position of Solid Waste Plant Supervisor-Compost. This Resolution shall take effect immediately.

**Resolution Adopted Date:** \_\_\_\_\_

**Vote:** Ayes \_\_\_\_\_ Nays \_\_\_\_\_ Abstentions \_\_\_\_\_

**Signed:** \_\_\_\_\_

# RESOLUTION BRIEF

## Resolution Authorizing Executive Director to Fill Solid Waste Plant Supervisor- Compost

*November 13, 2024*

Managing our current organics program (compost) and developing future organics waste diversion efforts has been divided between two internal departments, Recycling and Transfer. The Recycling staff has been handling material management, movement and sales and Transfer has overseen operations, processing of delivered material and overall production of saleable products.

This has had some challenges in the development of a cohesive approach. The Recycling staff was tasked with these material management responsibilities while also balancing the other goals of the recycling program including battery program management, gathering of information for the annual recycling report, quarterly audits of the MRF, tabling events, recycling education, grants management etc. Recently the person who had taken on this role of assisting with the compost program has resigned from OCRRA to take another position. This, coupled with our recent struggles with the quantities of green waste at our sites and the Notice of Violation from NYSDEC for the size of the piles of processed and unprocessed material at our sites, has led the Agency to reevaluate how to better manage the program more effectively in the future.

The Agency has evaluated and identified that it would be better to restructure the compost program to have one manager that could provide comprehensive materials management, marketing and regulatory compliance for the compost program. The Agency has a vacant position of Solid Waste Plant Supervisor that can be used for overseeing the operation and providing the structure that is desired for the Agency's management of organic materials now and going forward as outlined in the Strategic Plan that is being developed.

### **Management Recommendation:**

Management recommends authorizing the filling of the Solid Waste Supervisor -Compost

# LEY CREEK AD-HOC COMMITTEE MEETING MINUTES

October 29, 2024

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

Ad-Hoc Members: *D. Lawless - Chair, B. Page, D. Daley, C. Dunham, J. McMahon*

Attending: D. Lawless, B. Page, D. Daley, C. Dunham, J. McMahon, C. Dunham

Absent:

Also Attending: J. Gascon, M. Mokrzycki, K. Spillane, R. Czerwiak (ZOOM), K. Lawton, D. Haas

---

D. Lawless called the meeting to order at 3:00 pm.

Quorum is present.

M. Mokrzycki gave a review of financial options for the Ley Creek Transfer Station Project.

- An assumed \$90M is required for project financing.
- OCRRA acquired Bonds in 2025 and 2019.
- The assumed \$90M project cost does not consider the repayment of the previously acquired Bonds.
- Interest rates scenarios at 4%. Market conditions as of 10/10/24.
- Increases in MSW tonnage would increase the incremental revenue.
- Conclusions from M. Mokrzycki are that outside funding would be best, the Board needs to decide on refinancing or extinguishing current debt, the project is fundable from various combinations and will require additional finance and legal assistance.

A discussion followed.

The committee discussed ways to lower financing costs by increasing the loan term from 30 to 40 years, lower interest rates, borrowing less, and/or extend/extinguish current debt.

The committee discussed various ways to market the Transfer Station to be the most appealing for the future as waste facilities change.

K. Spillane reminded the committee that the next step would be final design to get to the permit level of this project.

K. Spillane presented a resolution for a contract for consulting engineering services related to the development of the additional property at Ley Creek.

- The Agency purchased additional property at Ley Creek for future development.
- To continue progressing the development of this design, a number of tasks are necessary.

- As described in the RFP, the Agency has requested a proposal from Cornerstone for Phase II work.
- Management recommends that OCRRA proceed with the tasks described in the proposal from Cornerstone to begin Phase II of the RFP related to engineering efforts for Ley Creek.

D. Daley motioned and C. Dunham seconded to adjourn the meeting.

A collective 'aye' was recorded.

The meeting was adjourned at 4:00 pm.

Meeting minutes were taken by R. Czerwiak

**RESOLUTION AUTHORIZING EXECUTIVE DIRECTOR TO EXECUTE A CONTRACT FOR CONSULTING ENGINEERING SERVICES RELATED TO DEVELOPMENT OF THE ADDITIONAL PROPERTY AT LEY CREEK**

**WHEREAS**, the Onondaga County Resource Recovery Agency (“Agency”) purchased additional property located adjacent to the Ley Creek Transfer Station; and

**WHEREAS**, the Agency made this purchase with the intent to develop the additional property for uses related to its solid waste management activities at the Ley Creek Transfer Station; and

**WHEREAS**, following an RFP bid process and analysis, the Agency Board approved Resolution 2416 of October 2023 authorizing Cornerstone Engineering to complete a conceptual design and preliminary feasibility study of the site plan for the additional property purchased adjacent to the Ley Creek Transfer Station; and

**WHEREAS**, following the completion of this engineering work, the Agency Board accepted and approved the feasibility study developed by Cornerstone Engineering by Resolution 2460 of September 2024; and

**WHEREAS**, the original RFP response included tasks related to Phase II engineering services to take the next steps with the development of the site; and

**WHEREAS**, the Ad-Hoc Ley Creek Planning Committee has reviewed these additional services and recommends that the Agency authorize Cornerstone Engineering to continue to provide the additional engineering services as specified in the RFP including further wetland delineation, SEQR work, and a permitting design package for the development of the additional property at Ley Creek for \$452,700; now therefore be it

**RESOLVED**, that the Agency’s Executive Director is hereby authorized to execute a contract with Cornerstone Engineering and Geology PLLC for engineering services for the development and permitting of the additional property purchased adjacent to the Ley Creek Transfer Facility for a cost not to exceed \$452,700. This Resolution shall take effect immediately.

**Resolution Adopted Date:** \_\_\_\_\_

**Vote:** Ayes \_\_\_\_\_ Nays \_\_\_\_\_ Abstentions \_\_\_\_\_

**Signed:** \_\_\_\_\_



# RESOLUTION BRIEF

## Ley Creek North

*November 13, 2024*

OCRRA recently completed the Conceptual Design & Preliminary Feasibility Report (the Report) for the Proposed Ley Creek North Property Development. OCRRA's Request for Proposals related to engineering efforts for Ley Creek North (RFP, dated August 2023), and Cornerstone's related proposal, (dated October 4, 2023) defined three phases. Phase I, approved by the Board in November 2023 for an amount not to exceed \$134,000, culminated with the Report.

To continue progressing the development of this design, a number of tasks, as identified in Section 6 of the Report are necessary as follows:

- Expanded aquatic resource delineation (beyond the limit completed by Barton & Loguidice)
- Expanded survey (beyond the topographic survey completed by Ianuzi) including a utility survey
- Geotechnical exploration
- State Environmental Quality Review Act (SEQRA) review
- NYSDEC related permitting
- Other Authorities having Jurisdiction (AHJs) related permitting

As described in the RFP, the Agency has requested a proposal from Cornerstone for the following elements of Phase II's work including the following tasks:

- Engineering support necessary for coordination of aquatic resource delineation, an expanded survey and geotechnical exploration to support the preparation of future design elements.
- Engineering support necessary to prepare the permitting & registration for the HHW/Eco-Drop and Residential Convenience Center. This includes support related to the SEQRA process, pre-application meetings, a traffic study and stormwater pollution prevention plan.
- Engineering support necessary to update unit costs based on conditions identified by the items described in the bullets above. This will include a value engineering effort to refine and target expected project costs for the Ley Creek Campus.

Management recommends that OCRRA proceed with the tasks described in that attached proposal from Cornerstone to begin Phase II of the RFP related to engineering efforts for Ley Creek.



October 21, 2024

Cristina Albuio, P.E.  
Director of Engineering  
Onondaga County Resource Recovery Agency  
100 Elwood Davis Road  
North Syracuse, NY 13212

Re: Proposal for Professional Engineering Services Related to Ley Creek North  
Phase II – Permitting Design and Support

Dear Ms. Albuio:

Cornerstone Engineering and Geology, PLLC (Cornerstone) is pleased to provide the Onondaga County Resource Recovery Agency (OCRRA) with this updated Scope of Services and Budget for professional services to progress the proposed development of the Ley Creek Resource Management Campus (Campus), specifically including applications for NYSDEC regulatory coverage of the Eco-Drop/HHW Facility and Residential Convenience Center (RCC) on the Ley Creek North property within the Town of Salina, New York. This Scope of Services also includes support for OCRRA's ongoing evaluation of existing site conditions to progress future detailed design.

The Scope of Services covered by this Proposal correlate to Phase II within Cornerstone's October 4, 2023 "Proposal for Professional Engineering Services Related to Ley Creek North," updated based on the findings within the "Conceptual Design & Preliminary Feasibility Report" for the Proposed Ley Creek North Property Development, dated August 22, 2024. Please note, based on the expedited development schedule previously communicated by OCRRA, the design and value engineering components of Task 6 – "Preparation of Preliminary Design & Final Feasibility Report" within the October 4, 2023 proposal are incorporated into Task 3 – "NYSDEC Permitting Design Package" within this Scope of Services and evolution of the future detailed design, and a separate Final Feasibility Report is not included.

Our proposed Scope of Services and Budget are presented as follows.

## Scope of Services

### Task 1 – SEQR Support

In NYS, permits issued by NYSDEC require an environmental impact assessment to identify and mitigate significant environmental impacts of a proposed permitted activity. Based on the proposed phased development, the components of Ley Creek North may be considered as minor Type II Action(s), concluding the review under SEQRA.

Consistent with prior permitting efforts, it is anticipated that OCRRA will assume the role of lead agency and will prepare the Environmental Assessment Forms (EAF) and associated supporting application documents. This Task is for review and assistance with the preparation of the SEQR documentation to coordinate the EAF content with the ongoing design and permitting tasks. It is expected that a negative declaration will be applicable for the Ley Creek North development based on the current conceptual design. A negative declaration indicates that the proposed action will not result in a significant adverse environmental impact and means that an Environmental Impact Statement (EIS) would not be necessary.

Task 6 of this Proposal includes preparation of a Traffic Impact Statement (TIS) to support the SEQR application/EAF. Please note that the TIS relies on capacity analysis calculations and operational design to be prepared as part of Task 3.

## **Task 2 – Pre-Application Meetings**

A Pre-Application Meeting will be scheduled with relevant Region 7 NYSDEC staff to introduce the overall Campus materials management strategy and the specific NYSDEC permitting/registration elements for the Eco-Drop/HHW Facility and RCC. The meeting will serve to obtain the Department's position on key regulatory, land use, design, construction, and operational elements, as well as confirmation of expected 6 NYCRR Part 360 Series Application (Part 360 Application) content. Under this Task, Cornerstone will prepare a Project Summary, to be provided in advance of the meeting with NYSDEC along with the Conceptual Site Plan previously developed. A draft of the Project Summary will be provided for OCRRA's review and comment and will be revised based on your comments prior to submission to NYSDEC.

Additionally, a separate Pre-Application Meeting will be scheduled with the Town of Salina to review concerns associated with the Conceptual Design of the Campus. A second Project Summary, focused on Building Code and Site Development requirements, will be prepared similar to the process described above.

Lastly, a third Pre-Application Meeting will be scheduled with the Onondaga County Office of Emergency Management (*the Authority having Jurisdiction for anticipated Building Permits associated with the Campus*) to review aspects associated with the Conceptual Design of the Campus. The Project Summary prepared for the Town of Salina, focused on Building Code and Site Development requirements, will be updated based on the design progression and results of prior meetings to address expected Onondaga County talking points.

It is anticipated that Andrew Schellberg and Bodhi Piedmont-Fleischmann from Cornerstone will attend the Pre-Application Meetings in person.

## **Task 3 – NYSDEC Permitting Design Package**

The regulations set forth in 6 NYCRR Part 360 (*Solid Waste Management Facilities General Requirements*), 6 NYCRR Part 362 (*Combustion, Thermal Treatment, Transfer and Collection Facilities*) and 6 NYCRR Part 368 (*Product Stewardship and Product Labeling*) are applicable to OCRRA's proposed RCC and Eco-Drop/HHW Facility. In particular, it is expected that the proposed operations would require permitting and/or registration under the requirements of Subparts 362-3 (*Transfer Facilities*), 362-4 (*Household Hazardous Waste Collection Facilities and Events*), and 368-3 (*Electronic Waste Collection, Recycling, and Reuse*).

Due to the proximity and joint ownership/operation of the individual Campus components, NYSDEC may require OCRRA to update the Solid Waste Management Facility Permit (SWMF Permit) for the proposed Ley Creek Transfer Station/Resource Management Facility (LCRMF) to include the RCC and Eco-Drop/HHW Facility so that its operations fall under the pending SWMF Permit for LCRMF, rather than issuing a separate permit and/or registration. For the purposes of this Proposal, the permitting/registration efforts for individual Campus components are assumed to be submitted individually and separate from the SWMF Permit.

NYSDEC has applied the Climate Leadership and Community Protection Act (CLCPA) as it pertains to greenhouse gas emissions for major solid waste permitting actions, which has included permitting of a transfer station based on elements such as increased vehicle emissions (*e.g., vehicle traffic*). Depending on how NYSDEC classifies the proposed Ley Creek North development, it is expected that OCRRA will be required to evaluate emissions associated with customer and operational traffic. The proposed Scope of Services for the Eco-Drop/HHW Facility includes initial evaluation of emissions based on projected customer loading and a narrative of the overall Campus benefits relating to emissions. At this point in the implementation of this new law, regulations have not been adopted to define the implementation process. In our experience to date, NYSDEC is attempting to implement the CLCPA to the best of their ability based on the information available within the law but specific procedures, process, and approaches have not been developed and the implementation continues to evolve. As such, this Proposal includes the initial evaluation of vehicle emissions described within this Proposal, but the full scope and effort to respond to potential requests from NYSDEC as part of this process cannot be estimated at this time.

In addition, the CLCPA also updated and expanded the previous NYS Community Risk and Resiliency Act (CRRRA), requiring consideration during the development of certain permitted projects of future physical risk due to climate change, including but not limited to sea-level rise, storm surge and flooding. The CRRRA guidance will be considered and addressed within the Part 360 Application process, as directed by NYSDEC staff.

### **Task 3a – Residential Convenience Center – Transfer Facility and E-Waste Collection Site Registration**

As conceptually designed, the RCC qualifies as a Registered Transfer Facility under Subparts 362-3.3(a) and (c), provided that the RCC accepts source separated recyclables and less than fifty (50) tons of waste per day and complies with the remaining operational requirements of these referenced conditions. Within these conditions, the proposed RCC would be registered to accept bulky waste (*such as white goods, e-waste or tires, etc. from residential customers only*), MSW (*from residential customers only*), C&D (*from residential customers only*), source separated recyclable or reusable materials in outdoor storage containers. This Scope of Services includes assistance with preparation and submission of the NYSDEC “Registration Form for a Solid Waste Management Facility” for both a “Transfer Facility – 50 tons/day [362-3.3(a)]” and “Transfer Facility – source separated recyclables [362-3.3(c)].”

Cornerstone will also progress the Conceptual Site Layout and operational details for the RCC to enable final feasibility assessment and refinement of the Opinion of Probable Construction Costs (OPCC) as further described below within Task 4. The advancement under this Scope of Services will include preliminary site grading in the area of the RCC, stormwater management system design, utility layout, development of cross-sectional views, and details of proposed operational components (*e.g. railing, gates, preliminary retaining walls, concrete pads and paving, and the Attendant Booth*) in sufficient detail to address Part 360 Application requirements and facilitate updates to the OPCC as described below.

Through the acceptance of electronic waste (e-waste), the RCC qualifies as an e-waste collection site as defined in Subpart 368-3.2(m) as “a site at a fixed or temporary location at which electronic waste is accepted from consumers and stored for more than five days, consecutive or not, in a calendar year before the waste is sent off-site for recycling or reuse.” However, if activities such as organizing, categorizing, or consolidating are performed to the e-waste, the RCC and Eco-Drop/HHW Facility may be considered an e-waste consolidation facility as defined in Subpart 368-3.2(p), subject to additional requirements. It is expected that the RCC may be required to seek regulatory coverage as an e-waste collection site only or as a “combination facility” for collection and consolidation per Subpart 368-3.9(c). For the purposes of this Proposal, it is assumed that only one (1) registration application will be submitted (*either for collection or a combination facility*). This Scope of Services includes assistance with the initial e-waste registration via the NYSDEC E-waste Online Registration and Reporting System.

### **Task 3b – Eco-Drop/HHW Facility – HHW Collection Facility Permit**

Subpart 362-4 applies to the collection, storage or disposal of household hazardous waste (HHW) or hazardous wastes from conditionally exempt small quantity generators (CESQGs) managed at HHW collection facilities or HHW collection events. This Subpart also applies to any combination of these activities and materials. The requirements contained in Part 360 of this Title also apply to this Subpart, including requirements relating to application content, siting, and general operations. As defined in Part 371 (*Identification and Listing of Hazardous Wastes*), a generator is a CESQG in a calendar month if no more than one-hundred kilograms (100 kg) (*approximately 220 pounds*) of hazardous waste are generated in that month. Based on the scope of the proposed Eco-Drop/HHW Facility and typical HHW-type facilities operated by municipalities, this Proposal includes preparation of a Part 360 Application for a HHW collection facility permit under Subpart 362-4.

Provided that the Eco-Drop/HHW Facility remains designated as an HHW Collection Facility under Subpart 362-4, the Eco-Drop/HHW Facility must submit a Part 360 Application that includes the requirements stated in Subparts 360.16 and 360.19 of Part 360. In addition, compliance with the design and operating requirements and recordkeeping requirements of Subparts 362-4.4 and 362.4.5 must be demonstrated.

Provided that OCRRA permits the Eco-Drop/HHW Facility under Subpart 362-4, compliance with the requirements of Subpart 362-5 (*Paint Collection Sites Collecting Postconsumer Architectural Paint Under a Department-Approved Postconsumer Paint Collection Program*) will not be required, even if architectural paints are accepted and managed at the Eco-Drop/HHW Facility, as these requirements are covered under the Subpart 362-4 conditions.

To enable preparation of the detailed permit-level design, Cornerstone will also further develop the Conceptual Site Layout, building floor plans and elevations, and operational details for the Eco-Drop/HHW Facility in order to address Part 360 Application requirements, enable final feasibility assessment, operational input from OCRRA stakeholders, and refinement of the Opinion of Probable Construction Costs (OPCC) detailed within Task 4. Cornerstone will participate in up to two (2) virtual meetings with OCRRA's Ad Hoc Committee, including up to two (2) iterations of the operational Eco-Drop/HHW Facility floor plan and traffic circulation layout.

Cornerstone will prepare an Engineering Report addressing the requirements of 6 NYCRR Part 360-16(c)3 as they pertain to the planned operations at the Eco-Drop/HHW Facility. The Engineering Report will contain a comprehensive description of the existing site conditions; an engineering analysis of the Eco-Drop/HHW Facility including engineering calculations and raw data used in the calculations; a description of the overall process, including flow diagrams, wastewater collection, and fire protection; and a functional description of equipment to be used, including design criteria, engineering calculations, and anticipated performance.

The Pre-Application Meeting with NYSDEC described within Task 2 will determine if a traffic and/or noise study will be requested by NYSDEC for inclusion in the Engineering Report. Based on the proposed new customer stream and material capacity, it is expected that a traffic study will be necessary to satisfy SEQRA requirements (*specifically described under Question 13 of the Full EAF*). This Scope of Services includes assistance with the development of a scope and reviewing the work product of a traffic and/or noise consultant. Task 6, below, includes the Scope of Services for Tetra Tech, through Cornerstone's subcontracting relationship, to prepare a Traffic Impact Study (TIS) to support the SEQR EAF. Cornerstone can provide a separate scope of work and cost estimate for providing professional services associated with a noise study, if required by NYSDEC as requested by OCRRA.

As described above, the Engineering Report will also include an estimation of overall customer and operational vehicle emissions in accordance with the CLCPA. Since the Eco-Drop/HHW Facility proposes to consolidate operations via the Campus approach and increase the collection and proper management of both HHW and recyclable materials, the Engineering Report will include a narrative to support the expected climate benefits.

Engineering Drawings will be prepared in accordance with 6 NYCRR Subpart 360.16 – Permit Application Requirements and Subpart 362-4, Household Hazardous Waste Collection Facilities and Events. The Conceptual

Site Layout developed as part of the “Conceptual Design & Preliminary Feasibility Report” for the Proposed Ley Creek North Property Development will serve as the form and function basis for advancing the Engineering Drawing set. The Engineering Drawings submitted as part of the Engineering Report will depict process flows, dimensions, elevations, floor plans, and cross-sectional views of the Facility, including structures, areas designated for unloading, sorting, processing, storage, and loading, and other waste management areas and equipment.

In addition to the Engineering Report and Engineering Drawings, a Facility Manual will be prepared in accordance with 360.16(c)4 which will include a Waste Control Plan, an Operations and Maintenance Plan, a Training Plan, an Emergency Response Plan, and a Closure Plan. As per 6 NYCRR Part 360(c)(4)(ii), the Facility Manual shall include the following:

- A description of the overall operation of the Facility, including procedures to be followed during phasing, start-up, and scheduled and unscheduled shutdown of operations.
- The type, purpose, size, capacity, and associated detention times for waste handling, storage, and processing equipment and structures, including back-up facilities and equipment.
- A process flow diagram for waste during normal operation. The flow diagram must indicate the average and maximum quantity of waste handled on a weight and volume basis.
- A description of machinery, equipment, and structures used in waste management operations of the Facility, including the design capacity.
- A description of the drainage system used for the collection and storage of leachate and the method and location used for disposal of the leachate.
- Monitoring, maintenance, and inspection procedures related to waste management.
- A description of the actions to be taken in response to significant interruptions to the Facility’s normal operations.
- The schedule of operations including the days and hours when the Facility is open to accept and transfer waste and the days and hours when operations occur within the Facility.
- A list of equipment and instruments requiring calibration and a schedule the calibration intervals.
- The estimated maximum daily traffic flow to and from the Facility, the type and size of vehicles, and the maximum number of vehicles that can be accommodated on-site.
- A discussion of compliance with the operating requirements such as water protection, waste acceptance and control, routine inspections, dust control, vector control, odor control, noise, record keeping and reporting, personnel training, and emergency response.
- Identification of the location of Facility records related to the HHW Collection Facility Permit.

A HHW collection facility must submit a Part 360 Application that includes the application requirements not only identified in Subpart 360.16, but also a description of how the facility will comply with the operating requirements in Subparts 360.19, 362-4.4, and 362-4.5. The Facility Manual will also address the following:

- The days and hours of operation.
- A projection of the volume, by waste type, expected at the Facility.
- The location of satellite collection events associated with the Facility.
- A description of the waste containment system.
- A site plan that provides:
  - The proposed traffic flow entering and exiting the Facility and the location of satellite collection events.
  - The location of waste handling and storage areas, identifying the specific waste types to be managed in each area.



- The location of emergency and spill cleanup equipment.
- A Waste Control Plan that identifies the measures used to restrict receipt of the waste from ineligible generators and unacceptable waste types, as well as actions taken if these generators or materials are identified.
- A security plan that identifies entrances and exits, the means to control access to the portions of the Facility where HHW is managed, and the location of satellite collection events.
- An emergency response plan as described in section 360.16(c)(4)(iv) that is designed to minimize the risk from spills, fires, explosions, or any unplanned release of waste or hazardous materials to the air, soil, or surface water.
- Recordkeeping requirements in accordance with Subparts 360.19(k) and 362-4.5.

### **Task 3c – Stormwater Pollution Prevention Plan**

Under this Task, Cornerstone will prepare a Stormwater Pollution Prevention Plan (SWPPP) in accordance with NYSDEC's SPDES General Permit for Stormwater Discharges from Construction Activity, GP-0-20-001 (General Permit) or subsequent renewals. Dependent on direction from NYSDEC during the Pre-Application Meeting, this Task may include preparation of a stand-alone SWPPP or updates to the SWPPP previously prepared for the LCRMF property.

The SWPPP will include a description of soil(s) present within the drainage area(s), including an identification of the hydrologic soil group (HSG). Construction phasing will be discussed, including a description of the sequence of construction activities to minimize the duration where more than five (5) acres will be disturbed at a given time. The SWPPP will describe temporary and permanent soil stabilization plans that meet the requirements of the New York State Standards and Specifications for Erosion and Sediment Control.

The SWPPP will include a narrative that describes the proposed development, identifies potential pollutant sources from industrial activity, erosion and sediment control, and stormwater management approach, in addition to a description of construction and post-construction maintenance and inspection procedures. Pre-Development and Post-Development drainage calculations will be prepared and presented in the appendices of the SWPPP. The SWPPP will document the location and type of best management practices (BMPs) proposed at the Facility to achieve the non-numeric effluent limitations in the General Permit. The SWPPP will describe how each BMP will be implemented for the potential pollutant sources.

The SWPPP will include hydrologic and hydraulic analysis for proposed structural components of the stormwater management system. Cornerstone will prepare a detailed summary, including calculations, of the sizing criteria that was used to design post-construction stormwater management practices. The summary will address the required design criteria in accordance with the New York State Stormwater Management Design Manual, including the identification of and justification for deviations from the Design Manual.

The SWPPP will also include an operations and maintenance plan that will include inspection and maintenance schedules to ensure continuous and effective operation of each post-construction stormwater management practice.

Initial strategies for stormwater management design were explored within the "Conceptual Design & Preliminary Feasibility Report" for the Proposed Ley Creek North Property Development, with a discussion of alternatives to be explored with input from NYSDEC. Of note, it is our understanding based on historic documents from the Town of Salina that the existing stormwater management ponds are not utilized to accept stormwater from the adjacent Town of Salina Landfill, which could support use of this area for management of stormwater from the Ley Creek North property and may provide opportunities to optimize the conceptual stormwater design. Stormwater management alternatives will be discussed with OCRRA prior to moving forward with the SWPPP. Due to the complexity of the combined Campus stormwater management system, we expect that the design and NYSDEC would benefit from a focused meeting to review the proposed management scheme. This Proposal includes one

(1) additional in-person meeting with NYSDEC during preparation of the SWPPP, specifically focused on the proposed stormwater permitting.

The SWPPP will include dimensions, material specifications, installation details, and operation and maintenance requirements for the erosion and sediment control practices identified for the Project, including the siting and sizing of temporary sediment basins and structural practices that will be used to divert flows from exposed soils. An inspection schedule will be included to ensure continuous and effective operation of the practices.

The SWPPP is anticipated to include the following figures:

- Site Location Map
- Soils Map
- Pre-Development Drainage Area Map
- Post-Development Drainage Area Map

The SWPPP is anticipated to also will include the following drawings:

- Title Sheet
- Construction Notes
- Existing Conditions Plan
- Proposed Site Plan showing the proposed improvements; areas that will or will not be disturbed; existing vegetation; on-site and adjacent off-site surface water(s); floodplain boundaries; wetlands; drainage patterns; existing and proposed contours; soil types with boundaries; and stormwater discharge points
- Erosion and Sediment Control Plan
- Soil Erosion and Sediment Control Details
- Stormwater Management Details

Cornerstone will also prepare the Notice of Intent (NOI) for inclusion in the SWPPP. However, it is anticipated that the submittal of the NOI will occur at the time the Part 360 permit is received and before construction activities commence.

The Facility is within the automatically regulated Salina MS4 (*Municipal Separate Storm Sewer Systems*). Cornerstone will prepare the MS4 SWPPP Acceptance Form for inclusion within the SWPPP. It is expected that the MS4 SWPPP Acceptance Form will be filed with the NOI, following review and concurrence from NYSDEC. Submission of the NOI and MS4 SWPPP Acceptance Form, along with coordination to obtain a signed MS4 SWPPP Acceptance Form, will be included within the subsequent Scope of Services for the preparation of construction documents (*Phase III*) and is not included within the Scope of Services for this Proposal.

## **Task 4 – Construction Costing**

### **Task 4a – Permit Level Opinion of Probable Construction Costs**

Following preparation of the design advancement and permit/registration applications described elsewhere in this Proposal, Cornerstone and Parametrix will coordinate to refine the OPCC included within the August 2024 “Conceptual Design & Preliminary Feasibility Report” for the Proposed Ley Creek North Property Development (*specifically including the foundation components, Eco-Drop/HHW Building, RCC area, and associated site work*). Based on the level of detail to be prepared for these regulatory efforts, it is anticipated that a  $\pm 30\%$  level of design will enable preparation of a Class 4 conceptual estimate following the Association for the Advancement of Cost Engineering (AACE) International recommended practices and guidelines. For the purposes of this Proposal and Scope of Services, it is expected that the overall form and components of the August 2024 OPCC for Ley Creek North will remain consistent and the updates will primarily reflect additional information regarding material



quantities and construction materials. Cost certainty will be determined by level of design and availability of information at the time of the estimate, including site conditions and geotechnical information.

Following additional evaluation of existing conditions, as described within the Tasks below, the OPCC for the proposed LCRMF can also be refined to reflect utility locations and subsurface conditions. Further, as the existing Ley Creek Transfer Station will be demolished and the site restored, costs can be further refined. As part of this Scope of Services, Cornerstone and Parametrix will combine and progress the previously prepared OPCC's for the LCRMF (*October 2023*) and Ley Creek North development (*August 2024*) utilizing this updated information and overall Project development sequence.

#### **Task 4b – Cost Validation Process**

The Parametrix team leaders have facilitated and supported value studies for construction projects around the globe, including the planning and design of solid waste transfer facilities and other public infrastructure and facilities projects. Parametrix strives to provide clients with cost-effective and high-quality facilitation, professional technical services supporting Project delivery and Value Engineering (VE) expertise through application of process excellence. This combination of cost-effective and high quality multi-disciplined approaches to maximizing value for our clients, and results in implementable design alternatives and promotes cost-effectiveness throughout the Project phases.

Cost Validation Process: Based on the level of detail within the Task 4a OPCC and the technical submission prepared for the NYSDEC Permitting Design Package, this Task includes support of a cost validation effort for the Project (*the Proposed Ley Creek North Property Development and the LCRMF*), including Pre-Workshop planning, preparation and coordination; the Workshop phase which includes review of OPCC line items and assumptions, brainstorming for permit-level cost optimization ideas (*e.g. sequencing, property utilization, etc.*); and Post-Workshop preparation of documentation to track recommendations and decision-making. The Task will result in a preparation of a summary of the workshop outcomes and recommendations.

Below is a summary of the sequence and steps assumed as part of this Task to support the Cost Validation Process:

- Pre-Workshop Planning:
  - OCRRA will participate in a one (1) hour pre-workshop meeting with Cornerstone and Parametrix team members to discuss objectives and goals of the Cost Validation Process, identify participants, and determine dates.
  - Parametrix facilitators and team members will have twelve (12) hours each to review Project drawings, cost estimates, and other materials in advance of the Cost Validation Workshop.
- Cost Validation Workshop (*up to 8 hours of total direct workshop time, which may be split into multiple sessions*):
  - Information phase;
  - Idea brainstorming;
  - Evaluation;
  - Alternative development and cost estimating;
  - Out-brief and summary of outcomes and cost implications.
- Post-Workshop follow-up:
  - The Cornerstone/Parametrix team will prepare a summary of the workshop outcomes to be delivered within ten (10) days of the completion of the Cost Validation Workshop with supporting cost estimates and other documentation.

Please note that this Task does not include a full traditional VE analysis and report for the final construction-level design, but instead provides an opportunity to optimize the cost assumptions for the expected level of detail

prepared for the NYSDEC Permitting Design Package and enable OCRRA to contextualize the cost implications of high-level design decisions before we initiate preparation of construction documents. We recommend that a detailed VE effort, including a more detailed cost evaluation and input from subject matter experts (e.g. *geotechnical, civil, architectural, mechanical/electrical/plumbing, constructability*), be performed as part of the future Phase III (*preparation of construction documents*).

## **Task 5 – Support for Progression of Campus Design Elements**

To progress the Campus design as outlined within the August 2024 “Conceptual Design & Preliminary Feasibility Report,” additional information about existing conditions is needed to mitigate future risk. This Task is intended to provide engineering support for the investigations needed to support the preparation of future design elements. It is intended that this task includes support for necessary site investigations known to-date, however, it should be noted that future investigations may become necessary.

### **Task 5a – Aquatic Resource Delineation Support**

The entirety of the Ley Creek North property should be surveyed for aquatic resources before construction-level design begins. The aquatic resources survey and subsequent evaluation from a wetlands professional will allow regulatory determination in support of a formal wetlands delineation. A wetlands delineation may impact the required permitting and/or Campus boundaries.

As the aquatic resources survey is so closely related to the property development, OCRRA has requested that Cornerstone be available to consult regarding the survey activities and interaction with jurisdictional agencies (*the United State Army Corps of Engineers and NYSDEC*). Cornerstone has reserved an allowance of \$10,000 as part of this Proposal for on-call services, which may include assistance with the survey scope of work, meetings with the selected professional(s) and OCRRA, and review of work products. This Proposal does not include performance or formal oversight of the aquatic resources survey, or preparation of the submissions for jurisdictional review.

### **Task 5b – Additional Survey Support – Subsurface Utilities and Site Features**

To support construction level design of both the Ley Creek South/LCRMF and progression of the Ley Creek North design beyond the conceptual level, a detailed utility survey should be conducted to investigate and document subsurface utilities and provide a more detailed record of above grade conditions. This investigation should include the adjacent WEP Facility property and the entire access easement to 7<sup>th</sup> North Street.

Within this Task, Cornerstone will revisit and summarize our findings, understanding, and conclusions drawn from review of available historic documentation to assist in the development of a scope of work that will enable OCRRA to advertise the work to potential survey contractors, attend one (1) pre-bid meeting and one (1) pre-survey/kick-off meeting, review and provide responses to contractor requests for information, provide up to three (3) days of field oversight, and review and provide comments on the deliverable from OCRRA's selected survey contractor.

### **Task 5c – Geotechnical Investigation**

In addition, a subsurface investigation will be necessary to provide information regarding the design properties of the underlying soils and facilitate preparation of a Geotechnical Design Report with respect to the Ley Creek North property. This Task is intended to supplement the subsurface exploration plan, geotechnical investigation oversight, and geotechnical report of findings that Cornerstone is contracted to perform for the Ley Creek South property (*detailed within our June 7, 2023 proposal*), adding an additional twelve (12) boring locations to the existing scope of work rather than requiring an independent investigation and evaluation for the Ley Creek North property. In total, the subsurface investigation program for both properties is anticipated to include twenty-one (21) borings.

This Task will enable Cornerstone to expand the subsurface exploration and laboratory testing program based on the Conceptual Site Layout for Ley Creek North, oversee the geotechnical investigation subsurface fieldwork (*to be performed by a third-party contractor, not included within this Proposal*), and incorporate the findings into the Geotechnical Design Report parameters. The additional scope within this Task is intended to provide design information in support NYS Building Code compliant design specifically in the areas of the proposed Vehicle Maintenance Building, Eco-Drop/HHW Building, RCC retaining walls, Vehicle Fueling Facility, and Administration Building.

The borings will be advanced to depths between 30 and 100 feet (*or auger refusal if encountered first*) depending on their proximity to proposed infrastructure. Borings will be advanced using hollow stem augers (*no rotary wash drilling will be permitted*) and the depth to groundwater will be recorded during and upon completion of drilling. It is expected that existing groundwater monitoring wells (*shown on Figures 2 and 3 of the Phase II Subsurface Investigation Report for Ley Creek Wastewater Treatment Plant, dated December 2007*) will be used to supplement water level readings recorded after drilling. The borings to be sealed by backfilling with spoils from the drilling process.

Based on the number and depth of the borings, Cornerstone estimates twenty-nine (29) days of field oversight will be required to execute the field exploration program for both properties (*note the cost associated with oversight of the Ley Creek South property is already accounted for*). This estimate is based on typical drilling rates which are highly dependent on the capabilities of the available drilling equipment and field personnel. In the event field oversight is required for a duration longer than estimated (*due to mechanical issues, unexpected slow drilling conditions, etc.*), Cornerstone will notify OCRRA and provide an estimate of the number of additional days required. The additional field oversight by Cornerstone would then be billed on a time and materials basis in accordance the attached 2024 Schedule of Charges.

With the exception of sampling intervals and boring log preparation, the same work items and assumptions listed in Parts 2c (Geotechnical Investigation Oversight) and 2d (Geotechnical Report of Findings Review) of the June 7, 2023 proposal also apply to this supplemental Task.

Boring logs will be prepared by Cornerstone and included in the Geotechnical Report prepared for both the north and south properties. Laboratory testing of select soil samples will be performed by a third-party contractor and is not included within this Proposal. The quantity and type of testing is largely dependent on the subsurface conditions encountered. However, for OCRRA's budgeting purposes, laboratory testing costs for the proposed number of borings typically would not exceed \$25,000 (*not included within this Proposal*).

## **Task 6 – Traffic Impact Study**

Tetra Tech, through Cornerstone's internal subcontractor agreement, will review the potential transportation impacts associated with the proposed Eco-Drop/HHW Facility and RCC development (Ley Creek North) and prepare a detailed Traffic Impact Study (TIS) suitable for attaching to the State Environmental Quality Review (SEQR) application (*application to be prepared by others – see Task 1*) for the Project. The TIS will be based on the New York State Department of Transportation (NYSDOT) guidelines and SEQR requirements. Tetra Tech will verify and update key elements of the methodologies, assumptions, findings and supporting calculations prepared by Cornerstone to support the NYSDEC Part 360 Permitting to meet the SEQR filing requirements.

The TIS will describe the existing conditions and potential impacts due to the Project. Tetra Tech will establish the existing traffic volumes for key roadways and intersections in the vicinity of the site. For the purposes of this Proposal, we have assumed automatic traffic recorder counts would be collected at up to two (2) locations for a 24-hour period, and intersection turning movement/vehicle classification counts at up to four (4) study area intersections during the weekday morning (*from 7:00 AM to 9:00 AM*) and weekday afternoon (*from 4:00 PM to 6:00 PM*) commuter peak periods. These existing traffic volumes will also form the basis of the evaluation of future traffic conditions. We will also review accident/crash data obtained from the NYSDOT through the

Freedom of Information Act process, at the study area intersections for the most recent three (3) year period available

Tetra Tech will verify vehicle trip generation estimates for the redevelopment of the permitting traffic associated with the proposed LCRMF and proposed Eco-Drop/HHW Facility and RCC. Trip distribution patterns for the Project's peak construction activities will be based on information provided by Cornerstone. As part of this evaluation, Tetra Tech will also conduct a desktop analysis of potential truck haul routes between the site and the regional highway system using publicly available data. The trip generation estimates will be applied to the trip distribution patterns to develop the Project-related traffic increases at the study area intersections and roadways which will be added to the future No Build (*Without the Ley Creek North Project*) peak hour traffic volumes to obtain the Future Build (*With the Ley Creek North Project*) peak hour traffic volumes.

The capacity and Level-of-Service (LOS) analysis will be conducted using Highway Capacity Software (HCS) and Synchro traffic analysis software.

Tetra Tech will provide a description of public roadways and intersections that may be temporarily or permanently altered by Ley Creek North construction and operations including the duration of activities based on information to be provided by the applicant. Tetra Tech will identify what, if any, potential transportation improvements are needed to support the Project. The design of site access and off-site improvements is excluded from this Proposal.

Tetra Tech will then prepare the TIS, including graphics, summary tables, supporting calculations documenting our analysis results, findings, conclusions and recommendations, for inclusion of the SEQR Application. The draft TIS will be submitted for client review prior to submission and Tetra Tech will address one (1) consolidated round of comments.

This Task includes the estimated services of a third-party traffic data collection vendor to support the above Scope of Services. Please note that the TIS relies on capacity analysis calculations and operational design to be prepared as part of Task 3 and this Task assumes no substantive changes to the site layout and operations after work on the TIS has commenced.

## Assumptions

- The Town of Salina is in general concurrence with the proposed development and will not object to potential "non-conforming" elements of the plan (*e.g., building height, utilities, parking, setbacks, and landscaping*). Local permitting, including local Site Plan Application, floodplain development permit(s), and coordination of the MS4 SWPPP Acceptance Form/Stormwater Pollution Prevention Plan (SWPPP), is not included within this Proposal.
- OCRRA, acting as Lead Agency, will make a Negative Declaration to close the SEQR process. Should a Positive Declaration be warranted based on the environmental review performed by OCRRA, additional evaluation and potential mitigation efforts will be required prior to NYSDEC permitting. Cornerstone can provide a separate scope of services and cost estimate for providing professional services associated with the SEQR process, if requested.
- Should NYSDEC require additional work to modify the LCRMF SWMF Permit or supplement the individual regulatory efforts described above, Cornerstone can provide a separate scope of services and cost estimate for providing these professional services, if requested. In addition to the permitting efforts described within this Proposal, the proposed development includes construction of elements outside the scope of NYSDEC regulations (*e.g. the Vehicle Maintenance Facility and Vehicle Fueling Facility*). Should NYSDEC require modifications to the LCRMF SWMF Permit to enable this construction, which impacts portions of the Ley Creek South property subject to the SWMF Permit, Cornerstone can provide a separate scope of services and budget estimate for this modification effort.

- Should additional analyses, assessments, or mitigation measures be required by NYSDEC in relation to the CLCPA, DAC, and/or CRRA requirements, which may be expected as a result of the Pre-Application Meeting or subsequent comments or publications, Cornerstone can prepare an additional scope of services and budget estimate for providing these professional services.
- The Pre-Application Meeting with NYSDEC will determine if a traffic and/or noise study will be requested by NYSDEC for inclusion in the Engineering Report. This Scope of Services includes assistance with the development of a scope and reviewing the work product of an independent consultant should a traffic and/or noise study be required. If OCRRA would prefer Cornerstone manage the preparation of these studies, a separate scope of services and budget estimate can be developed in concert with our resources available through Tetra Tech.
- The aquatic resources delineation activities will not impact the proposed Facility design or permitting.
- Requests for documents and information will be provided by OCRRA in a format acceptable by Cornerstone that promotes efficient analysis (*e.g., historic scale records in .xlsx format, existing reports in Word format*) and as timely as practicable.
- Based on our continued, collaborative design process that resulted in the development of the Conceptual Design & Preliminary Feasibility Report, comments provided by OCRRA are minor/de-minimus in nature.
- As the extent of potential NYSDEC comments following submission of the RRC and Eco-Drop/HHW Facility applications is unknown, Cornerstone is available to provide response to comments on a time and materials basis in accordance with the enclosed Schedule of Charges. Alternatively, upon receipt of comments, if any, Cornerstone can prepare a separate scope of services and budget estimate to respond to specific requests.
- OCRRA will contract directly with a surveyor for any additional Site survey work related to easements, utilities, property line irregularities, subsurface conditions, or any other matter.
- Review copies will be provided in electronic format only. Hard copies, consistent with NYSDEC regulations and historic practice, will be prepared for final submissions as needed.
- All application fees will be paid directly to the required agency by OCRRA.

## Budget

The estimated cost to complete the above Scope of Services on a time and materials basis is up to **\$452,700**. Per the October 4, 2023 “Proposal for Professional Engineering Services Related to Ley Creek North,” we will provide costs for Phases III upon completion of Phase II. Consistent with prior projects performed for the Agency, only the time and materials actually utilized to complete the requested Tasks will be invoiced. The Project team has a proven track record on past projects for OCRRA of consistently performing high quality work below the budgeted contract value and often beyond the original project scope.

In addition, as the work will primarily occur within fiscal year 2025, the 2024 Schedule of Charges and hourly rates proposed to be held for the Scope of Services represent a discount on labor of approximately five percent (5%) from Cornerstone’s current rate structure.

**Table 1. Phase II Estimated Cost**

| <b>Task</b>  | <b>Estimated Cost</b> |
|--|-----------------------|
| Task 1 – SEQR Support  | \$4,000               |
| Task 2 – Pre-Application Meetings  | \$31,000              |
| Task 3 – NYSDEC Permitting Design Package                                    | \$206,600             |
| Task 4a – Permit Level Opinion of Probable Construction Cost                 | \$23,700              |
| Task 4b – Cost Validation Process  | \$33,100              |
| Task 5a – Aquatic Resource Delineation Support                               | \$10,000              |
| Task 5b – Additional Survey Support – Subsurface Utilities and Site Features | \$29,300              |
| Task 5c – Geotechnical Investigation   | \$68,900              |
| Task 6 – Traffic Impact Study  | \$46,100              |
| <b>Total</b>   | <b>\$452,700</b>      |

Expenses for phone, facsimiles, postage, etc., are invoiced as a 3% communication fee on labor and are included in the above estimate.

Some Tasks may utilize subconsultants to support preparation of the deliverables, each of whom have been previously retained to support other OCRRA projects. At this time, based on the scope included within the RFP, it is anticipated that the only subconsultant/subcontractor will be Parametrix (*cost estimation and value engineering*). The fees for Parametrix are included within the total value of this Proposal as presented above, and subcontractor invoices will be included within a combined invoice from Cornerstone on a monthly basis.

This Budget represents our best estimate at this time as to the level of effort required to prepare the aforementioned Scope of Services based upon our understanding of the Project to date. Should conditions change, unforeseen circumstances be encountered, or should work efforts be redirected requiring modification to the proposed Scope of Services, Cornerstone will obtain OCRRA’s approval of the additional work elements prior to initiation. Once agreed, work outside of the Scope of Services would then be billed on a time and materials basis in accordance our Schedule of Charges and any future approvals from OCRRA’s Board of Directors.

Invoices will be sent to monthly for time and expense charges incurred during the prior month.

## **Project Schedule**

Cornerstone is prepared to start work immediately upon authorization of this Proposal and Scope of Services.

The attached Preliminary Ley Creek Permitting and Construction Bid Document Schedule estimates durations and sequencing for the proposed overall tasks, including some items not within this Scope of Services but integral to the Ley Creek North design progression. Although some estimated task durations are highly variable and dependent on other entities (*e.g. NYSDEC, U.S. Army Corp of Engineers, or other consultants*), the schedule is intended as a planning tool for OCRRA. Cornerstone is committed to working collaboratively to optimize the schedule to realize OCRRA’s materials management goals.

## **Terms and Conditions**

This proposed work will be governed in accordance with the terms of our previously executed Professional Services Contract for the Phase I work (*signed December 18, 2023*) and the attached Schedule of Charges.



Cristina Albuio, P.E.  
October 21, 2024

Cornerstone remains responsible for and is committed to ensuring the health and safety of its employees. We also have an obligation to you as our Client to perform a service in a cost-efficient manner. Cornerstone affirms it will comply with the law and the applicable job site safety rules and other procedures established by governing authorities and our Clients. While Cornerstone will continue to make a conscientious, good faith effort to honor the pricing and schedules detailed herein, these challenging times necessitate that Cornerstone reserve the right to make pricing and schedule adjustments as necessary, provided the total payment obligation for OCRRA does not exceed the budget approved by OCRRA's Board of Directors. While not an exhaustive list of when an adjustment may be expected some examples are: Acts of God, terrorist acts, acts of local, municipal or federal governments, fires, floods, epidemics, quarantine restrictions, embargoes, supply chain interruptions or unusually severe weather. These adjustments will in all likelihood vary in nature due to the geographic location of the Project and local conditions. We welcome conversations on what the above potentially entails and what can be done in mitigation.

We appreciate the opportunity to continue to support OCRRA. Please indicate your authorization of the Proposal by signing in the space provided below. Upon signing, return a complete copy to our office, and retain the original for your records. If you have any questions or comments, please contact me at (603) 499-6657.

Sincerely,

**CORNERSTONE ENGINEERING AND GEOLOGY, PLLC**



Bodhi Piedmont-Fleischmann, P.E.  
Client Manager



Andrew C. Schellberg  
Sr. Client Manager

**Enclosures:**

- Professional Services Contract for Phase I (*signed December 18, 2023*)
- 2024 Schedule of Charges
- Preliminary Ley Creek Permitting and Construction Bid Document Schedule

|     |                |             |
|-----|----------------|-------------|
| cc: | Kevin Spillane | OCRRA       |
|     | Rob Holmes     | Cornerstone |

**Proposal Acceptance**

This Proposal and all enclosures have been reviewed and are hereby agreed to and approved. The terms of the Professional Services Contract for the Phase I work (*signed December 18, 2023*), referenced above, are acceptable and will be incorporated into a Professional Services Contract for the value of the above-described contract value.

**Onondaga County Resource Recovery Agency**

By: \_\_\_\_\_

Date: \_\_\_\_\_

Name: \_\_\_\_\_

Title: \_\_\_\_\_

*(please print)*

Cristina Alburnio, P.E.  
October 21, 2024

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*Professional Services Contract for Phase I (signed December 18, 2023)*

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## **PROFESSIONAL SERVICES CONTRACT**

**THIS CONTRACT**, by and between the Onondaga County Resource Recovery Agency, a public benefit corporation in the State of New York, hereinafter called the "Agency," and **CORNERSTONE ENGINEERING AND GEOLOGY, PLLC** with offices at 100 Crystal Run Road Middletown, New York 10941, hereinafter called the "Consultant";

### **WITNESSETH:**

**WHEREAS**, the Onondaga County Resource Recovery Agency is desirous of securing the professional services of Consultant pursuant to Onondaga County Resource Recovery Agency Resolution No. 2416 (dated November 8, 2023); and

**WHEREAS**, the professional services concern engineering services related to the Agency's Ley Creek site; and

**WHEREAS**, the Consultant possesses the special skills and training required to perform services in connection therewith;

**NOW, THEREFORE**, the parties hereto do mutually agree as follows:

### **TERM**

The term of this contract shall be through the end of 2024 to complete the work as described in OCRRA's "Request for Proposals for Professional Engineering Services Related to Ley Creek North" (the RFP) and the Consultant's October 4, 2023 "Proposal for Professional Engineering Services Related to Ley Creek North" (the Proposal). Certain milestone dates for specific tasks include completion of the conceptual design and preliminary feasibility final report by August 31, 2024. These dates may be modified if mutually agreed upon in writing.

This contract may be terminated without cause by the Agency at the end of any term or renewal term upon ten (10) days written notice or at any time upon thirty (30) days written notice of the intention to so terminate. Consultant will be paid for services rendered prior to the date of termination.

### **PURPOSE**

The purpose of this contract is to hire an outside engineer to prepare conceptual design and preliminary feasibility study for the newly acquired piece of land located just north of the Ley Creek transfer Station.

### **SCOPE OF SERVICES**

The Consultant shall provide general engineering assistance and technical advice services in connection with the Onondaga County Solid Waste Management System's Ley Creek North property as set forth in Exhibit "A" attached hereto entitled "Request for Proposals for Professional Engineering Services Related to Ley Creek North" ("RFP") and consistent with Exhibit "B" attached hereto entitled "Proposal for Professional Engineering Services Related to Ley Creek North" (the "Proposal"). Both of the aforementioned

documents are incorporated herein and made a part hereof, in their entity.

The standard of care for all professional engineering, consulting and related services performed or furnished by Consultant and its employees under this Agreement will be the care and skill ordinarily used by members of Consultant's profession practicing under the same or similar circumstances at the same time and in the same locality. Consultant makes no other warranties, express or implied, under this Agreement or otherwise, in connection with Consultant's services.

**MATERIALS TO BE PROVIDED BY ONONDAGA COUNTY RESOURCE RECOVERY AGENCY**

It is understood and agreed that all available records and data of the Onondaga County Resource Recovery Agency pertinent to the services hereunder will be made available to the Consultant, as required by the Consultant, and the Consultant will have the opportunity to confer with Onondaga County Resource Recovery Agency officials and other persons who may be in a position to furnish information relative to the services to be performed hereunder.

**AGENCY ASSIGNMENT COORDINATORS**

Onondaga County Resource Recovery Agency hereby designates Cristina Albuio, P.E., Agency Engineer, hereinafter called the Agency Assignment Coordinator, as the individual responsible for directing the work to be performed by the Consultant, and as the individual to whom the Consultant shall report to at the Agency for those engineering services to be performed pursuant to Exhibits A and B, herein referred to as the STATEMENT OF WORK.

The Consultant hereby designates Andrew Schellberg, Operation Director for Consultant, as the individual specifically responsible for ensuring the performance of services required under the section herein referred to as the STATEMENT OF WORK.

**NOTICES AND CORRESPONDENCE**

All notices and correspondence shall be sent by either party, in all matters dealing with this Contract, to the following addresses:

**A. To the Agency:**                    **Onondaga County Resource Recovery Agency  
ATTN: Cristina Albuio, Agency Engineer, and  
Agency Assignment Coordinator  
100 Elwood Davis Road  
North Syracuse, NY 13212**

**B. To the Consultant:**            **Cornerstone Engineering and Geology, PLLC  
ATTN: Andrew Schellberg  
100 Crystal Run Road  
Middletown, New York 10941**

**COMPENSATION**

Onondaga County Resource Recovery Agency, as its exclusive obligation, shall pay to the Consultant, and the Consultant agrees to accept from the Onondaga County Resource Recovery Agency as full compensation for services hereunder, those amounts per task based upon the technical and non-technical hours per task, plus associated costs for Administration, as set forth in Appendix C of the Consultant's Proposal to the Agency. Consultant will also be paid any direct non-salary costs, including services by others, communications, reasonable travel, mileage, reproduction and other such costs which are incurred as a direct result of the work to be performed under the STATEMENT OF WORK. Services by any subcontractors must be authorized in advance in writing by the Agency and shall be reimbursed on the basis of actual costs for administration and liability.

The Consultant shall bill and be paid based on actual labor hours and allowable direct expenses incurred on an assigned task during the billing period. Itemized monthly bills shall clearly identify the cost of all work performed in the prior billing period and are subject to approval by the Onondaga County Resource Recovery Agency Executive Director or his designee. Payment terms are net forty-five (45) days from the date of the invoice.

The Consultant shall employ the services of the specific individuals assigned in their proposal to each work task identified in the STATEMENT OF WORK. Should the Consultant wish to change any of these assignments, the Consultant shall request such change in writing and secure the Agency's acknowledgment and written approval before proceeding. Such approval shall not be unreasonably withheld. If the Consultant changes work assignments without Agency approval, the Agency will have the option to immediately terminate the contract on written notice and be only liable for services included up to the date of termination.

Onondaga County Resource Recovery Agency has established a total budget, including direct non-salary costs, of one hundred thirty-four thousand dollars and zero cents (\$134,000.00) as a "not-to-exceed" figure for the Consultant's services under the STATEMENT OF WORK herein. It is understood by Onondaga County Resource Recovery Agency and the Consultant that the purpose of this Contract is to establish a cost reimbursable mechanism to allow the Consultant to provide services, as needed, with full compensation.

### **ASSIGNMENT**

The Consultant agrees that it shall not assign, transfer, convey, subcontract or otherwise dispose of this contract or its responsibility to perform under this contract or its right, title or interest in and/or to the same, nor any part thereof, nor to any monies which are or will become due and payable to it thereunder, nor the power to execute such contract to any other person, company or corporation without the prior express written consent of the Board of Directors of the Onondaga County Resource Recovery Agency. In the event of such an assignment, transfer, subcontract, conveyance is made without the Agency's agreement, the Agency will have the option to immediately terminate the Contract on written notice and only be liable for services included up to the date of termination.

### **INDEPENDENT CONTRACTOR**

For the purpose of this contract, the Consultant shall be considered an independent contractor and hereby covenants and agrees to act in accordance with that status, and the Consultant, the employees and agents of the Consultant shall neither hold themselves out as, nor claim to be officers or employees of, the Onondaga County Resource Recovery Agency, and shall make no claim for, nor shall be entitled to, workers' compensation coverage, medical and unemployment benefits, social security or retirement

membership benefits from Onondaga County Resource Recovery Agency.

**CONFIDENTIAL RELATIONSHIP**

Consultant shall treat as confidential all information supplied by the Agency to Consultant as a result of performance under this Contract, unless such is in the public domain or is required to be disclosed by law, subpoena or other court order. Consultant shall not disclose any information related to this Contract to any person not authorized by the Agency to receive it.

**LIMITATION OF LIABILITY**

In consideration of potential liabilities which may be disproportionate to the fees to be earned by the Consultant, to the extent any claims or damages are not covered by the Insurance policies required by this agreement, Onondaga County Resource Recovery Agency agrees to limit the liability of the Consultant, its managers, members, officers, employees, agents, and representatives to Onondaga County Resource Recovery Agency for all claims or legal proceedings of any type arising out of or relating to the performance of services under this Agreement (including but not limited to the Consultant's breach of this Agreement, its professional negligence, errors and omissions and other acts) to the lesser of \$100,000 or the amount of the Consultant's fee, and further, neither party shall be liable to the other for any indirect, incidental, special or consequential losses or damages.

To the extent any claims or damages are covered by the Insurance policies required by this Agreement, liability shall be limited to the amount recovered under an insurance claim.

**HOLD HARMLESS**

Subject to the limitation of liability provided for in this Contract, regarding the operations and responsibilities concerning this Contract, the Consultant further covenants and agrees to indemnify and hold harmless the Onondaga County Resource Recovery Agency, its officers, Board members, and employees from and against loss, expense or claim to the extent caused by the negligent acts, errors, or omissions of the Consultant, its employees or agents in the performance of its services under this Contract.

**INSURANCE**

Before commencing work, the Consultant shall procure and maintain insurance of the kinds and limits enumerated hereunder and on terms and with an insurance carrier satisfactory to the Agency. Certificates of such insurance issued by the Consultant's insurance carrier shall be filed with the Agency before commencement of work and shall set forth the following:

**A. Worker's Compensation**

Consultant's possession of worker's compensation insurance in accordance with the laws of the State of New York.

**B. Commercial General Liability**

Bodily Injury            \$1,000,000 Combined Single Limit

Property Damage       \$100,000 per occurrence

C. Comprehensive Automobile Liability

Bodily Injury \$1,000,000 Combined Single Limit

Property Damage \$100,000 per occurrence

- D. Professional Liability Coverage \* Coverage limits may be met by an umbrella/excess liability policy.  
\$1,000,000 per claim and in the annual aggregate

The General Liability insurance policy shall be endorsed to include Onondaga County Resource Recovery Agency as an additional insured. The insurance policies shall also require that the issuing company(s) will notify the Certificate of Insurance Holder, who shall be the Onondaga County Resource Recovery Agency Counsel, located at 100 Elwood Davis Road, North Syracuse, New York 13212, by certified mail thirty (30) days prior to any cancellation or non-renewal of the insurance policies. For the duration of this contract, the issuing company(s) shall notify the Certificate of Insurance Holder upon renewal of the policies.

The Consultant shall have furnished to the Onondaga County Resource Recovery Agency Counsel a Certificate of Insurance which shall evidence all of the above requirements of insurance, including Workers' Compensation and Employers' Liability Insurance. Said Certificate must contain specific language so as to adequately advise Onondaga County Resource Recovery Agency of the Consultant's compliance with the aforesaid requirements of insurance, including but not limited to specifically detailing the types, amount and duration of the insurance coverages and verifying that the issuing company(s) endorsed such policies as hereinabove required so as to include Onondaga County Resource Recovery Agency as an additional insured on the General Liability insurance policy and to notify Onondaga County Resource Recovery Agency of any cancellation or non-renewal of the insurance policies. Upon any and all renewals of the subject insurances during the duration of this contract, a new Certificate of Insurance shall immediately be sent to the Certificate of Insurance Holder, the Onondaga County Resource Recovery Agency in care of its Counsel.

**TIME OF PERFORMANCE**

The Consultant shall not be in default of performance under this Agreement where such performance is prevented, suspended or delayed by any cause beyond the Consultant's control. Neither party will hold the other responsible for damages for delays in performance caused by acts of God nor other events beyond the control of the other party and which could not have been reasonably foreseen or prevented. Such delays will extend completion dates commensurately.

**SUBSURFACE OBSTRUCTIONS**

Onondaga County Resource Recovery Agency shall supply to the Consultant plans which designate the location of all subsurface structures at the Project Site and shall remain responsible for any damage or loss inadvertently caused by the Consultant to any structure not so designated, or by Onondaga County Resource Recovery Agency's inaccurate identification of underground obstructions. Onondaga County Resource Recovery Agency warrants the accuracy of any information so supplied and understands and agrees that the Consultant is entitled to and may rely on the accuracy of any and all information so supplied without independently verifying its accuracy. This requirement to inform the Consultant is an ongoing and continuous obligation of the Onondaga County Resource Recovery Agency and shall continue for the full term of this Agreement.

**STATUTORY COMPLIANCE**

In acceptance of this Contract, Consultant covenants and agrees to comply in all respects with all Federal, State and County laws which pertain hereto regarding services for public authorities in New York State, including but not limited to Workers' Compensation and Employers' Liability Insurance, hours of employment, wages and human rights and also to fully comply with the Agency's Purchasing Policy.

## **CONFLICT OF INTEREST**

### (A) Affidavit

Prior to performing any services, Consultant shall serve upon the Counsel for Onondaga County Resource Recovery Agency the attached Affidavit certifying that Consultant has no interest and will not acquire any interest, direct or indirect, that would conflict in any manner or degree with the performance of services to Onondaga County Resource Recovery Agency. The Affidavit shall further state that Consultant agrees that in the rendering of services to Onondaga County Resource Recovery Agency, no persons having any such interest shall be employed by Consultant. Consultant assumes full responsibility for knowing whether its employees or agents have any such interest and in certifying the absence of such conflict to Onondaga County Resource Recovery Agency.

### (B) Duty to Disclose

During the course of performing services for Onondaga County Resource Recovery Agency, Consultant agrees to disclose immediately to Onondaga County Resource Recovery Agency, by Affidavit, every known or apparent conflict of interest and every ostensible or potential conflict of interest of the Consultant, its employees and agents. The duty to disclose is a continuing duty. The Consultant agrees that disclosure is a material obligation of the contract and that failure to comply with these provisions affords Onondaga County Resource Recovery Agency the right to pursue any and all remedies for breach of contract. In the event of an apparent or actual conflict of interest during the course of performance, the Consultant agrees that all work, services and payments shall be suspended pending final approval by Onondaga County Resource Recovery Agency. If the conflict cannot be resolved to the satisfaction of Onondaga County Resource Recovery Agency, Onondaga County Resource Recovery Agency may terminate the contract by written notice. Nothing herein shall be construed as limiting or waiving Onondaga County Resource Recovery Agency's right to pursue damages or other remedies.

A conflict of interest includes any circumstance which might influence or appear to influence the judgment of the Consultant, and the Consultant shall disclose the same. A conflict of interest on the part of the Consultant's employees or agents shall be deemed a conflict of interest on the part of the Consultant, giving rise to the same duty to disclose.

### (C) Duty to Maintain Confidentiality

The Consultant agrees not to disclose any data, facts or information concerning services performed for Onondaga County Resource Recovery Agency or obtained while performing such services, except as authorized by Onondaga County Resource Recovery Agency in writing or as may be required by law or is in the public domain.

## **LICENSES AND PERMITS**



The Consultant hereby certifies that it is duly licensed and meets all legal requirements to perform the duties required under this contract.

**CONTRACT MODIFICATIONS**

This Contract represents the entire and integrated agreement between Onondaga County Resource Recovery Agency and the Consultant and supersedes all prior negotiations, representations or agreements either written or oral. This Contract may be amended only by written instrument formally executed by both Onondaga County Resource Recovery Agency and the Consultant.

**SEVERABILITY**

If any term or provision of this Contract shall be held invalid or unenforceable, the remainder of this Contract shall not be affected thereby and every other term and provision of this Contract shall be valid and enforced to the fullest extent permitted by law.

**CLAUSES REQUIRED BY LAW**

The parties hereto understand and agree that each and every provision of law and clause required by law to be inserted in the Contract shall be deemed to have been inserted herein, and if through mistake or inadvertence such provision is not inserted, said clause shall be deemed to have been inserted and shall have the full force and effect of the law.

**APPLICABLE LAW**

This Contract shall be interpreted in accordance with the laws of the State of New York.

IN WITNESS WHEREOF, the parties hereto have executed this Contract, the date and year hereinafter written.

**ONONDAGA COUNTY  
RESOURCE RECOVERY AGENCY**

Dated: 12/18/2023

By:   
Kevin Spillane, Executive Director

APPROVED AS  
TO LEGAL FORM  
Initials: KS Date: 12/18/23

**CORNERSTONE ENGINEERING AND  
GEOLOGY, PLLC**

Dated: 12/18/23

By:   
Title: Client Manager

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*2024 Schedule of Charges*

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Effective January 1, 2024

100 Crystal Run Road, Suite 101, Middletown, NY 10941  
 Phone: 845-695-0200 – Fax: 877-845-1456

## 2024 SCHEDULE OF CHARGES

### PERSONNEL CHARGES

| <u>Professional</u>                          | <u>Rate Per Hour</u> |
|--|----------------------|
| Senior Client Manager.....                   | \$200 – 320/hr       |
| Senior Project Manager/Technical Review..... | \$150 - 225/hr       |
| Senior Project Staff/Project Manager .....   | \$125 - 185/hr       |
| Project Staff.....                           | \$75 - 170/hr        |

#### Technical

|                                      |               |
|--------------------------------------|---------------|
| CAD Operator/Designer.....           | 100 - 170/hr  |
| Field Technician/Field Manager ..... | \$75 - 160/hr |

#### Support Services

|                      |               |
|----------------------|---------------|
| Administrative ..... | \$70 - 135/hr |
|----------------------|---------------|

Depositions and expert witness testimony, including preparation time, will be charged at 150% - 200% of the above rates.

Travel time will be charged in accordance with the above rates, up to a maximum of 8 hours per day.

### OUTSIDE SERVICES

Charges for special outside services, equipment, and facilities not furnished directly by Tetra Tech will be billed at cost plus 15%.

### COMMUNICATIONS

The cost of communications including telephone charges, facsimile, postage and routine copying costs will be charged at a flat rate of 3% of total gross labor charges.

### DIRECT CHARGES

|   |                         |
|---|-------------------------|
| Reproduction (letter & legal) - black and white, per sheet..... | \$ 0.10                 |
| Reproduction (letter & legal) - color, per sheet.....           | \$ 1.25                 |
| CAD Plots/Reproduction – black and white, per square foot.....  | \$ 0.35                 |
| CAD Laser Plots – black and white/color, per square foot .....  | \$ 2.00                 |
| Auto per mile.....  | Current government rate |
| Pickup truck per day .....                                      | \$ 135.00               |

### PAYMENT

Monthly invoices are to be paid within 30 days from invoice date. Interest on late payments will be charged at a rate of 18% per annum.

Cristina Alburnio, P.E.  
October 21, 2024

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*Preliminary Ley Creek Permitting and Construction Bid Document Schedule*

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| ID | Task Name   | Duration        | Start               | Finish              | Oct '24                               | Jan '25 | Apr '25 | Jul '25 | Oct '25 | Jan '26 | Apr '26 | Jul '26 | Oct '26 | Jan '27 | Apr '27 | Jul '27 | Oct '27 |
|----|---|-----------------|---------------------|---------------------|---------------------------------------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|
| 1  | <b>Ley Creek Transfer Station Demolition &amp; Site Restoration</b>                 | <b>90 days</b>  | <b>Mon 11/4/24</b>  | <b>Fri 3/7/25</b>   | [Gantt bar from 11/4/24 to 3/7/25]    |         |         |         |         |         |         |         |         |         |         |         |         |
| 2  | Notice to Proceed   | 0 days          | Mon 11/4/24         | Mon 11/4/24         | ◆ 11/4                                |         |         |         |         |         |         |         |         |         |         |         |         |
| 3  | Field Work and Oversight (140 day contract period, approx. 90 working days)         | 90 days         | Mon 11/4/24         | Fri 3/7/25          | [Gantt bar from 11/4/24 to 3/7/25]    |         |         |         |         |         |         |         |         |         |         |         |         |
| 4  | <b>Geotechnical Investigation</b>   | <b>85 days</b>  | <b>Mon 3/10/25</b>  | <b>Fri 7/4/25</b>   | [Gantt bar from 3/10/25 to 7/4/25]    |         |         |         |         |         |         |         |         |         |         |         |         |
| 5  | Subsurface Exploration Plan Preparation   | 20 days         | Mon 3/10/25         | Fri 4/4/25          | [Gantt bar from 3/10/25 to 4/4/25]    |         |         |         |         |         |         |         |         |         |         |         |         |
| 6  | Field Work  | 35 days         | Mon 4/7/25          | Fri 5/23/25         | [Gantt bar from 4/7/25 to 5/23/25]    |         |         |         |         |         |         |         |         |         |         |         |         |
| 7  | Final Geotechnical Report   | 30 days         | Mon 5/26/25         | Fri 7/4/25          | [Gantt bar from 5/26/25 to 7/4/25]    |         |         |         |         |         |         |         |         |         |         |         |         |
| 8  | <b>Aquatic Resource Delineation</b>   | <b>90 days</b>  | <b>Mon 3/10/25</b>  | <b>Fri 7/11/25</b>  | [Gantt bar from 3/10/25 to 7/11/25]   |         |         |         |         |         |         |         |         |         |         |         |         |
| 9  | Scope and Advertise   | 30 days         | Mon 3/10/25         | Fri 4/18/25         | [Gantt bar from 3/10/25 to 4/18/25]   |         |         |         |         |         |         |         |         |         |         |         |         |
| 10 | Field Work  | 20 days         | Mon 4/21/25         | Fri 5/16/25         | [Gantt bar from 4/21/25 to 5/16/25]   |         |         |         |         |         |         |         |         |         |         |         |         |
| 11 | Report and Regulatory Determinations  | 40 days         | Mon 5/19/25         | Fri 7/11/25         | [Gantt bar from 5/19/25 to 7/11/25]   |         |         |         |         |         |         |         |         |         |         |         |         |
| 12 | <b>Subsurface Utilities and Topography Survey</b>                                   | <b>40 days</b>  | <b>Mon 3/10/25</b>  | <b>Fri 5/2/25</b>   | [Gantt bar from 3/10/25 to 5/2/25]    |         |         |         |         |         |         |         |         |         |         |         |         |
| 13 | Scope and Preparation   | 20 days         | Mon 3/10/25         | Fri 4/4/25          | [Gantt bar from 3/10/25 to 4/4/25]    |         |         |         |         |         |         |         |         |         |         |         |         |
| 14 | Field Work and Survey Preparation   | 20 days         | Mon 4/7/25          | Fri 5/2/25          | [Gantt bar from 4/7/25 to 5/2/25]     |         |         |         |         |         |         |         |         |         |         |         |         |
| 15 | <b>Ley Creek North Permitting &amp; Design Support</b>                              | <b>399 days</b> | <b>Mon 1/6/25</b>   | <b>Fri 7/17/26</b>  | [Gantt bar from 1/6/25 to 7/17/26]    |         |         |         |         |         |         |         |         |         |         |         |         |
| 16 | Authorization and Contract Execution  | 0 days          | Mon 1/6/25          | Mon 1/6/25          | ◆ 1/6                                 |         |         |         |         |         |         |         |         |         |         |         |         |
| 17 | NYSDEC Pre-Application Meeting and Preparation                                      | 25 days         | Mon 1/20/25         | Fri 2/21/25         | [Gantt bar from 1/20/25 to 2/21/25]   |         |         |         |         |         |         |         |         |         |         |         |         |
| 18 | Town of Salina Pre-Application Meeting  | 25 days         | Mon 2/24/25         | Fri 3/28/25         | [Gantt bar from 2/24/25 to 3/28/25]   |         |         |         |         |         |         |         |         |         |         |         |         |
| 19 | Onondaga County Office of Emergency Management Pre-Application Meeting              | 25 days         | Mon 3/31/25         | Fri 5/2/25          | [Gantt bar from 3/31/25 to 5/2/25]    |         |         |         |         |         |         |         |         |         |         |         |         |
| 20 | SEQRA Review and Application Preparation  | 40 days         | Mon 6/16/25         | Fri 8/8/25          | [Gantt bar from 6/16/25 to 8/8/25]    |         |         |         |         |         |         |         |         |         |         |         |         |
| 21 | Traffic Impact Study  | 50 days         | Mon 7/14/25         | Fri 9/19/25         | [Gantt bar from 7/14/25 to 9/19/25]   |         |         |         |         |         |         |         |         |         |         |         |         |
| 22 | <b>Residential Convenience Center Registration Applications</b>                     | <b>155 days</b> | <b>Mon 7/14/25</b>  | <b>Fri 2/13/26</b>  | [Gantt bar from 7/14/25 to 2/13/26]   |         |         |         |         |         |         |         |         |         |         |         |         |
| 23 | Final Programming/Feasibility Design Progression                                    | 15 days         | Mon 7/14/25         | Fri 8/1/25          | [Gantt bar from 7/14/25 to 8/1/25]    |         |         |         |         |         |         |         |         |         |         |         |         |
| 24 | Registration Application Preparation  | 25 days         | Mon 8/4/25          | Fri 9/5/25          | [Gantt bar from 8/4/25 to 9/5/25]     |         |         |         |         |         |         |         |         |         |         |         |         |
| 25 | OCRRA Review  | 25 days         | Mon 9/8/25          | Fri 10/10/25        | [Gantt bar from 9/8/25 to 10/10/25]   |         |         |         |         |         |         |         |         |         |         |         |         |
| 26 | RCC Application Submission  | 0 days          | Fri 10/10/25        | Fri 10/10/25        | ◆ 10/10                               |         |         |         |         |         |         |         |         |         |         |         |         |
| 27 | NYSDEC Registration Application Review and Response to Comments                     | 90 days         | Mon 10/13/25        | Fri 2/13/26         | [Gantt bar from 10/13/25 to 2/13/26]  |         |         |         |         |         |         |         |         |         |         |         |         |
| 28 | <b>Eco-Drop/HHW Facility Permit Application</b>                                     | <b>265 days</b> | <b>Mon 7/14/25</b>  | <b>Fri 7/17/26</b>  | [Gantt bar from 7/14/25 to 7/17/26]   |         |         |         |         |         |         |         |         |         |         |         |         |
| 29 | Final Programming/Feasibility Design Progression                                    | 25 days         | Mon 7/14/25         | Fri 8/15/25         | [Gantt bar from 7/14/25 to 8/15/25]   |         |         |         |         |         |         |         |         |         |         |         |         |
| 30 | Permit Application Preparation  | 50 days         | Mon 8/18/25         | Fri 10/24/25        | [Gantt bar from 8/18/25 to 10/24/25]  |         |         |         |         |         |         |         |         |         |         |         |         |
| 31 | OCRRA Review  | 25 days         | Mon 10/27/25        | Fri 11/28/25        | [Gantt bar from 10/27/25 to 11/28/25] |         |         |         |         |         |         |         |         |         |         |         |         |
| 32 | Final Preparation   | 15 days         | Mon 12/1/25         | Fri 12/19/25        | [Gantt bar from 12/1/25 to 12/19/25]  |         |         |         |         |         |         |         |         |         |         |         |         |
| 33 | Eco-Drop/HHW Application Submission   | 0 days          | Fri 12/19/25        | Fri 12/19/25        | ◆ 12/19                               |         |         |         |         |         |         |         |         |         |         |         |         |
| 34 | NYSDEC Permit Application Review and Response to Comments                           | 150 days        | Mon 12/22/25        | Fri 7/17/26         | [Gantt bar from 12/22/25 to 7/17/26]  |         |         |         |         |         |         |         |         |         |         |         |         |
| 35 | <b>Opinion of Probable Construction Costs - Update</b>                              | <b>60 days</b>  | <b>Mon 12/15/25</b> | <b>Fri 3/6/26</b>   | [Gantt bar from 12/15/25 to 3/6/26]   |         |         |         |         |         |         |         |         |         |         |         |         |
| 36 | Draft Class 4 Estimate (Combined)   | 20 days         | Mon 12/15/25        | Fri 1/9/26          | [Gantt bar from 12/15/25 to 1/9/26]   |         |         |         |         |         |         |         |         |         |         |         |         |
| 37 | Value Engineering   | 20 days         | Mon 1/12/26         | Fri 2/6/26          | [Gantt bar from 1/12/26 to 2/6/26]    |         |         |         |         |         |         |         |         |         |         |         |         |
| 38 | OCRRA Review and Final Edits  | 20 days         | Mon 2/9/26          | Fri 3/6/26          | [Gantt bar from 2/9/26 to 3/6/26]     |         |         |         |         |         |         |         |         |         |         |         |         |
| 39 | <b>Construction Bid Document Preparation</b>  | <b>330 days</b> | <b>Fri 7/17/26</b>  | <b>Fri 10/22/27</b> | [Gantt bar from 7/17/26 to 10/22/27]  |         |         |         |         |         |         |         |         |         |         |         |         |
| 40 | Scope and Approval to Proceed   | 0 days          | Fri 7/17/26         | Fri 7/17/26         | ◆ 7/17                                |         |         |         |         |         |         |         |         |         |         |         |         |
| 41 | Civil, Structural, Architectural, and MEP Construction Drawings and Technical Specs | 270 days        | Mon 7/20/26         | Fri 7/30/27         | [Gantt bar from 7/20/26 to 7/30/27]   |         |         |         |         |         |         |         |         |         |         |         |         |
| 42 | Coordination with Local AHJs  | 40 days         | Mon 10/12/26        | Fri 12/4/26         | [Gantt bar from 10/12/26 to 12/4/26]  |         |         |         |         |         |         |         |         |         |         |         |         |
| 43 | Bid Advertisement   | 60 days         | Mon 8/2/27          | Fri 10/22/27        | [Gantt bar from 8/2/27 to 10/22/27]   |         |         |         |         |         |         |         |         |         |         |         |         |
| 44 | Bid Award   | 0 days          | Fri 10/22/27        | Fri 10/22/27        | ◆ 10/22                               |         |         |         |         |         |         |         |         |         |         |         |         |

Project: OCRRA - Ley Creek North  
Phase II - Permitting Design and Support  
Date: October 2024

Task [Blue Bar] Milestone [Diamond]

# ADMINISTRATION COMMITTEE MEETING MINUTES

**October 29, 2024**

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

Admin Members: *B. Page (Chair), D. Lawless, J. Driscoll, M. Jennings, E. Bough Martin, G. Popps, A. Rodriguez*

Attending: B. Page, G. Popps, D. Lawless, J. Driscoll, M. Jennings, A. Rodriguez, E. Bough Martin, L. Hradil

Absent:

Also Attending: M. Cirino, M. Mokrzycki, K. Spillane, J. Gascon, K. Lawton, D. Haas. R. Czerwiak (ZOOM)

Guests:

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The meeting was called to order by Chair B. Page at 4:00 PM.

Quorum was present.

B. Page introduced the first item on the agenda, 2025 Nominating committee.

- The committee discussed which roles would be received by each Board member.
- The committee will meet to nominate Board members for positions such as Chair of the Board, Treasurer and Board Secretary.
- The committee will announce the nominees, and voting will take place at the December Board meeting.
- G. Popps, B. Page and D. Lawless will be the only members of the Nominating Committee.
- D. Lawless asked that any Board members interested in position to please contact them.

D. Lawless explained why the Nominating Committee was created.

K. Spillane gave an update on the cost of the replacement of the three flues. A claim was made to OCRRA's insurance company, and it was denied.

The Agency discussed the reasons given for the denial from the insurance company.

E. Bough Martin motioned, and G. Popps seconded to adjourn the meeting at 4:07pm for a meeting with counsel. The meeting will be reconvened after the meeting with counsel has concluded.

At 4:26pm the meeting with counsel had concluded and the meeting reconvened.

K. Spillane gave an update on the Madison County Intermunicipal Agreement.

OCRRA has recently met with Madison County and other parties to negotiate details of the agreement and what it should include.

A discussion followed.

The Agency will draft a proposed agreement with legal counsel and present future information/negotiations to the committee and the Board.

K. Spillane presented a resolution authorizing a temporary hauler discount program.

- There have been ongoing high wait times at the WTEF.
- OCRRA has submitted throughput contractual damages claim with Reworld.
- Reworld has worked to correct the issue however trash levels continue to rise.
- The wait times have greatly impacted the haulers.
- OCRRA recommends that a temporary hauler discount program be implemented as a way to help relieve the loss of revenue the haulers have incurred.
- The discount would be \$4.00 off the established tipping fee for two months
- OCRRA will continue working with Reworld to correct this issue and will also be submitting a claim for September for throughput contractual damages.

B. Page asked what the wait times are when things are running as they should.

K. Spillane responded that wait times are typically 20-30 mins. Currently they have been anywhere from an hour to two hours wait time.

A discussion followed.

The committee expressed concern that this would not 'fix' the issue and that more effort should be put in a solid resolution to the issue.

J. Gascon added that tomorrow at the Recycling and Operations committee meeting, a resolution requesting additional funds for outside hauling will be presented. Having the ability to remove waste from the system (utilizing outside haulers) will allow space at the transfer station for storage of waste, allowing haulers to move more efficiently.

E. Bough Martin asked if this program had ever been done before.

M. Mokrzycki responded that this would be the first time a program like this would be implemented.

D. Lawless added that he would be in favor of moving this resolution, pending that the Agency speak with the haulers before the next Board meeting to make sure they understand the parameters of the discount program.

G. Popp asked if OCRRA had communicated with the haulers, keeping them up to date on why this issues were occurring.

K. Spillane responded that he has been in regular communication with the haulers and that they are aware of the ongoing throughput issues, and that he would talk with the haulers as requested before the Board meeting and report back to the Committee on whether the haulers were in support of this reduction in fees.

D. Lawless motioned and M. Jennings seconded to move the resolution to the full Board for consideration in November.

The resolution was moved, 5 ayes, 2 nays, 0 abstain.

E. Bough Martin added that she opposed the resolution, asking that an alternative solution be presented.

A further discussion followed.

M. Mokrzycki presented the 2<sup>nd</sup> Quarter Investment Report.

- Interest from Money Market & Demand Accounts \$119,818.65.
- Treasury Bill Interest \$158,158.27.
- Trustee Interest \$27,337.21
- Total for 2<sup>nd</sup> Quarter \$305,314.13.

M. Mokrzycki presented the small contracts report. The highlight of the report is that OCRRA is working with a staff development company that will meet with Agency employees to build on management skills, and communication among other things.

G. Pops moved, and E. Bough Martin seconded to adjourn the meeting. A collective 'aye' was recorded.  
The meeting was adjourned at 5:06 pm.  
Meeting minutes taken by R. Czerwiak

**RESOLUTION AUTHORIZING TEMPORARY HAULER DISCOUNT AMNESTY PROGRAM**

**WHEREAS** the Onondaga County Resource Recovery Agency did, by Resolution No. 2410 of 2023, adopt tipping fees for the 2024 calendar year, and

**WHEREAS**, the Agency Board is aware of significant tonnage throughput and wait times at the waste-to-energy facility and the Agency’s Rock Cut Road transfer station, and

**WHEREAS**, considering the significant processing delays at the aforementioned facilities the Agency Board wishes to provide financial relief to the community, and

**WHEREAS**, the Administration Committee has reviewed a hauler discount amnesty program to provide a temporary reduction in tipping fees of \$4 per ton for the calendar months of November 2024 and December 2024 at an expected cost of approximately \$225,000, and

**WHEREAS**, the Agency Board is empowered to modify tipping fees as it deems necessary and appropriate to service the community; now therefore be it

**RESOLVED**, that the Onondaga County Resource Recovery Agency does hereby reduce its tipping fees for contracted municipal solid waste by \$4 per ton, to \$101 per ton, and reduce its construction debris tipping fee by \$4 per ton, to \$56 per ton, for the calendar months of November 2024 and December 2024. This Resolution shall take effect immediately.

**Resolution Adopted Date:** \_\_\_\_\_

**Vote:** Ayes \_\_\_\_\_ Nays \_\_\_\_\_ Abstentions \_\_\_\_\_

**Signed:** \_\_\_\_\_