

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

BOARD MEETING AGENDA

September 09, 2026 – 4:00 p.m.

I. ATTENDANCE/INTRODUCTION OF BOARD MEMBERS

a. PUBLIC PARTICIPATION

II. APPROVAL/CORRECTION of August 12, 2026 Board Meeting Minutes

III. DIRECTOR'S REPORT

IV. REPORT OF THE TREASURER

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

A. Recycling and Operations Committee _____ **L. Hradil**

August 19, 2026 – Report

a. Resolution Authorizing Contract for Advertising Agency Services

b. MRF Contract - Update

B. Administration Committee _____ **B. Page**

August 25, 2026 – Report

a. Resolution Compensating Deputy Director for Extended Service as Acting Interim Executive Director

b. Resolution Authorizing Change to the Agency's Civil Service Roster

c. Resolution Authorizing Agency's Executive Director to Retain Attorney for Legal Services

Miscellaneous: _____

I. UNFINISHED BUSINESS

II. NEW BUSINESS

III. ADJOURNMENT

IV. CALENDAR

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ONONDAGA COUNTY RESOURCE RECOVERY AGENCY

August 12, 2026 BOARD MEETING MINUTES

Board Members Present	D. Daley, J. Driscoll, C. Dunham, L. Hradil, M. Jennings, D. Kranz, B. Page, D. Quackenbush, A. Rodriguez, A. Fordock
Board Members Absent:	B. Sekarore, G. Popps, E. Bough Martin, V. Mangan, J. Wood
Also Present:	M. Cirino, M. Mokrkycki, R. Czerwiak, D. Haas, T. Palmer, M. Ballard Fortin, O. Hunter
Guests:	

The August 12, 2026, Board meeting was called to order at 4:03 p.m.

Roll was taken. Quorum is present.

C. Dunham introduced A. Fordock as the newest member of the Board.

A. Fordock had worked with OCRRA in the recycling department for many years prior to being the current First Deputy Commissioner of the Syracuse DPW.

Each Board member and staff introduced themselves.

A small change will be made to the July minutes reflecting that the staff had been excused from Executive Session, legal counsel remained.

The Board minutes from July were moved by B. Page seconded by D. Quackenbush.

Roll was taken and the minutes were approved 10 ayes, 0 nays, 0 abstain as amended.

M. Mokrzycki presented the Director's Report.

- He thanked A. Fordock for being the newest member of the Board.
- OCRRA will begin Union Negotiations.
- OCRRA has filled two more driving positions as well as two office positions.
- There are still two open driver positions available.
- The Ley Creek Planning Ad hoc committee will be on August 19th. All Board members are encouraged to attend.
- OCRRA's operations team has done a remarkable job.

D. Haas updated the Board:

- This information had been shared last month.
- During July, the transfer station received 9,858.60 tons of material.
- This is a 1.2% increase over July 2024.
- 7,811.71 tons or 79.2% of material were sent directly to the WTE facility.
- Year to date, the transfer station has received 62,490.23 tons of material.
- A projection of approximately 75,000 tons of material will be transferred from RCR to the WTE facility by the end of 2026.

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- Compost testing has been ongoing, and the SCOTTS company is pleased with the results. Agency compost has been approved for purchase negotiations.
- OCRRA is officially the 3rd supplier of compost for the SCOTTS company on the east coast.

There was a brief discussion regarding compost production and fertilizer shortages that have been predicted for next season.

The **TREASURER REPORT** was presented by M. Jennings.

- This report reflects June results.
- Tipping fees were 11% ahead of budgeted amounts.
- June electricity rate was 4.51c/kWh.
- Landfill costs are down approximately \$756,000 from the prior June.
- The Agency began the year with \$18.1M in cash reserves.
- At the end of June the Agency had \$11.2M in operating cash, and \$5.9M in Board designated cash, for a total of \$17.1M.
- The Agency has paid \$638,430 in recycling fees to the MRF.
- The Agency has collected \$556,294 from recycling tipping fees.

There was a brief discussion regarding metal reconciliation and recovery from the WTE facility.

D. Daley motioned and B. Page seconded to approve the report.

Roll was taken and the report was accepted 10 ayes, 0 nays, 0 abstain as submitted.

The **RECYCLING AND OPERATIONS COMMITTEE** report was presented by L. Hradil.

- The committee discussed a resolution for DAT repair at RCR.
- The committee discussed a resolution for the repair of the Agency shredder.

Resolution #2572 – Resolution Authorizing Replacement of the Damaged DAT Stand and Foundation was moved by L. Hradil and seconded by D. Daley.

There was a brief discussion regarding what repairs need to be made, how the DAT machine works and what is done when the machine is inoperable.

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

Resolution #2573 – Resolution Authorizing Payment for Repairs to the Komptech Crambo 5000 Slow Speed Shredder was moved by L. Hradil and seconded by D. Quackenbush.

There was no further discussion.

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

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

- The committee discussed a resolution establishing an official Ad hoc committee to choose the next Executive Director.
- The committee discussed a resolution to make changes to the Agency's Civil Service Roster.
- The committee discussed a resolution authorizing a contract with Spectrum.

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B. Page gave a brief update regarding the first resolution establishing an official Ad hoc committee to find the next Executive Director. Ad hoc committees are formed when there will be large ongoing projects that would require extra care and monitoring.

Resolution #2574 – Resolution Creating an Ad hoc Committee to Carryout Search for Executive Director was moved by B. Page and seconded by M. Jennings.

A. Rodriguez asked that the Administration committee minutes be updated to reflect her comments regarding this resolution. She had asked what the benefits are of creating an Ad hoc committee and if created, what, if anything would change about the dynamic of the current committee. Those changes will be made.

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

Resolution #2575 – Resolution Authorizing Change to the Agency’s Civil Service Roster was moved by B. Page and seconded by A. Rodriguez.

There was a brief discussion regarding the HELP program and how that affects the Agency.

D. Daley asked for clarification on how the addition of the two position would affect the Agency’s ability to hire from the Civil Service Roster.

M. Ballard Fortin responded that the HELP Titles do not require a Civil Service test. The State is promoting them to increase the worker pool for Civil Service Agencies.

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

Resolution #2576 – Resolution Authorizing Executive Director to Enter into Contract with Internet Service Provider was moved by B. Page and seconded by L. Hradil.

There was a brief discussion regarding the term of OCRRA’s current contract and when the new could begin.

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

The **ED SUCCESSION PLANNING COMMITTEE** report was presented by C. Dunham.

- The time stated on the minutes is incorrect. They will be changed from AM to PM.
- July 8th - The committee met to forward a resolution to the Governance committee to then be presented to the full Board that day.
- July 20th – The committee met to discuss next steps after the resolution to hire an Executive Director did not pass.

The **GOVERNANCE COMMITTEE** report was presented by C. Dunham.

- July 8th – The committee met to forward a resolution to hire an Executive Director.
- The committee discussed Agency Bylaws.
- This committee is required to meet twice a year.

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M. Cirino:

- Working with Board members on ABO training.

D. Haas:

- Thanked staff for all the success at the transfer station.

D. Quackenbush motioned and D. Kranz seconded to adjourn the meeting.

A collective 'aye' was heard.

The Board adjourned at 4:48 PM. into meeting with Counsel.

Board Minutes were taken by R. Czerwiak

Treasurer Report

September 9, 2026

July 2026 Results:

July MSW tonnages were 6% higher than expected. July was also first month of the revised C&D tipping fee. These two factors resulted in tipping fees about 15% ahead of budget, or approximately \$450,000. For the year, Agency tipping fees are 4% ahead of budget, or approximately \$806,000. C&D volumes overall moderately slightly, and the Agency will continue to assess the impact of the new tipping rate.

The July electricity rate was 5.36c/kWh, with volume production and pricing both very strong. Electricity pricing overall continues to track higher than recent historical norms.

While July expenses were impacted by some contracted hauling costs, the Agency's bypass landfilling costs are down approximately 8% from last July. The Agency continues to access plant capacity, and minimize material brought to landfills.

Cash Flow:

The Agency began the year with **\$18.1M** in cash reserves. At the end of July, the Agency had **\$12M** operating Cash, and **\$5.9M** Board Designated Cash, for a total of **\$17.9M**.

Recycling Revenues and Expenses:

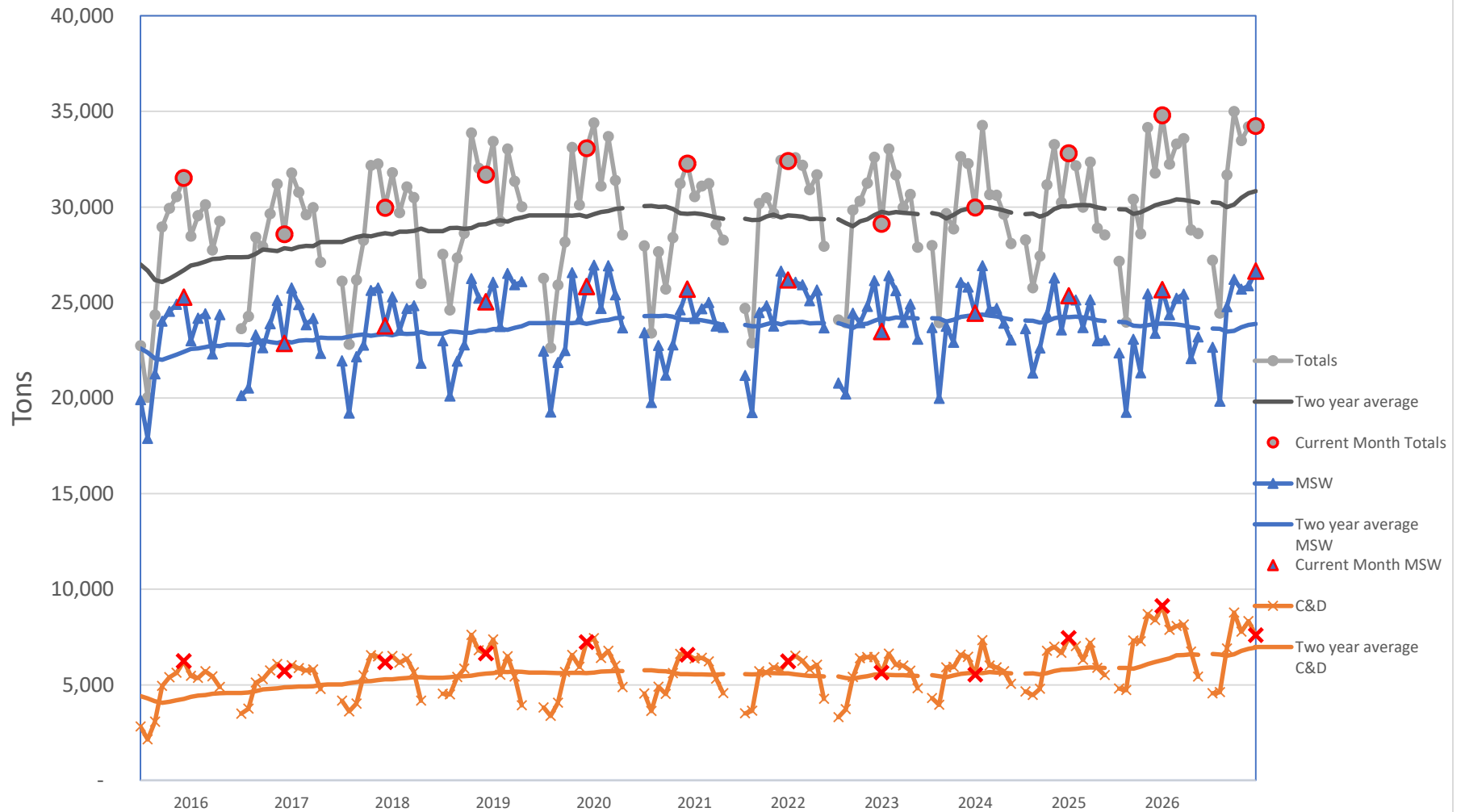
The Agency's payments for and revenue from residential recycling are summarized below. The income statement includes these amounts in "Other" (revenue) and "Recycling" (expense).

Month	Paid for Recycling	Received From MRF	Cumulative
January	\$ 133,089	-	\$ 133,089
February	98,729	-	231,818
March	115,658	-	347,476
April	111,290		458,766
May	90,664		549,430
June	96,616		646,423
July (est)	96,080		742,505
August			
September			
October			
November			
December			
Totals	\$ 742,505	-	\$ 742,505

The Agency has billed haulers approximately \$654,000 in recycling tipping fees.

Tonnage Data

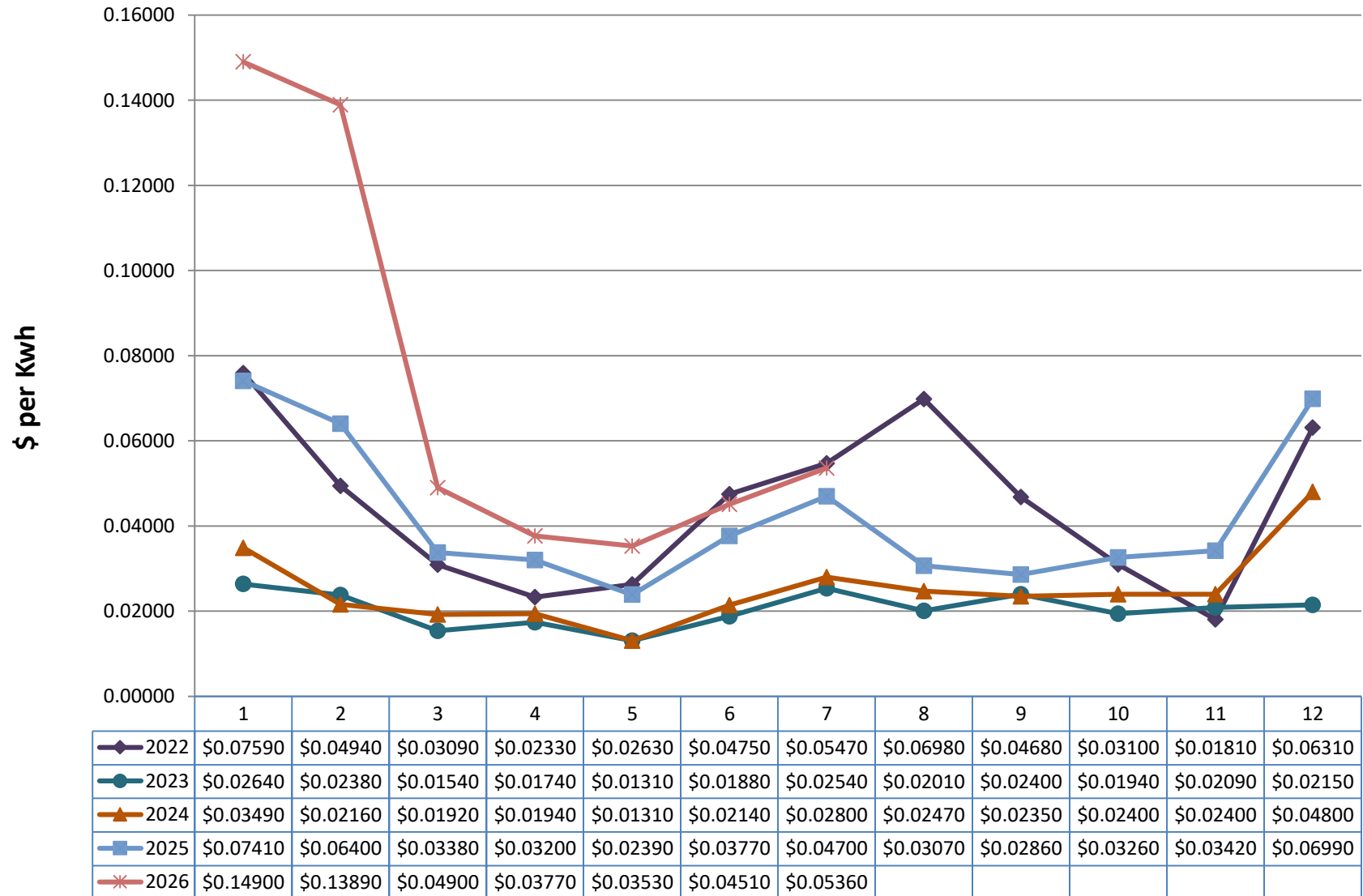
10 year trend



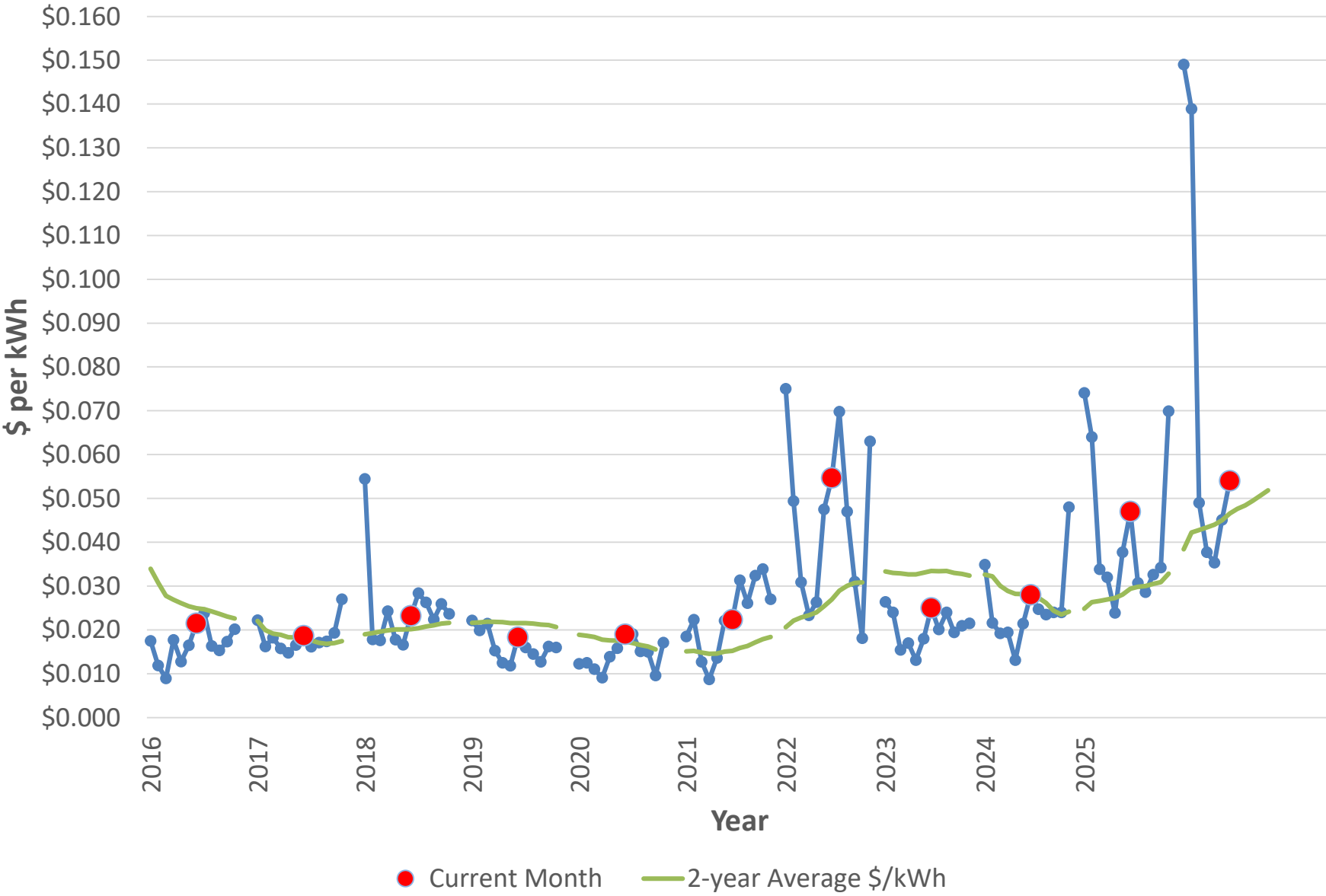
Actual \$/Kwh

5-Year Comparison

2022 - 2026



Actual \$ per kWh 2016 - 2026



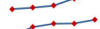
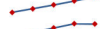
**ONONDAGA COUNTY RESOURCE RECOVERY AGENCY
2026 MONTHLY INCOME STATEMENT (UNAUDITED)**

	ACTUAL	BUDGET	\$ Var	%Var	5-year Trends		
	Jul 2026	Jul 2026			Min	Max	Trendline
OPERATING REVENUES							
Tipping Fees	3,482,280	3,025,917	456,363	15%	2,686,355	3,482,280	
Electric Revenue	863,476	500,000	363,476	73%	494,853	1,094,120	
Recovered Material Revenue	114,961	123,000	(8,039)	7%	114,961	211,031	
Grant Revenue	11,849	11,849	-	0%	-	11,849	
Compost Revenue	154,065	83,558	70,507	84%	45,635	154,065	
Other	85,604	65,608	19,996	30%	47,095	240,537	
Total Operating Revenues	4,712,235	3,809,932	902,303	24%			
OPERATING EXPENSES							
Personal Services	907,790	806,444	(101,346)	13%	482,969	907,790	
Contractual Services:							
Landfill Contracts	416,646	262,300	(154,346)	59%	223,997	578,069	
Other Contractual Services	22,515	10,850	(11,665)	108%	4,015	22,515	
Materials and Supplies	82,314	49,850	(32,464)	65%	27,370	82,637	
Professional Fees	57,432	60,690	3,258	5%	14,875	102,703	
Recycling	96,616	100,213	3,597	4%	18,860	135,322	
Composting	41,495	38,669	(2,826)	7%	24,601	83,754	
Hazardous Waste Disposal	32,116	16,700	(15,416)	92%	10,921	32,116	
Repairs and Maintenance	129,207	112,810	(16,397)	15%	55,312	161,874	
Utilities	3,020	8,782	5,762	66%	3,020	10,123	
Insurance	52,176	51,050	(1,126)	2%	43,144	52,176	
Operating Leases	11,432	12,300	868	7%	8,565	23,417	
Depreciation and Amortization	150,432	143,334	(7,098)	5%	106,356	150,432	
Payments to Host Communities	17,300	18,350	1,050	6%	16,600	18,360	
Other	54,590	48,200	(6,390)	13%	30,349	56,472	
Waste-to-Energy Operations Cost	2,485,765	2,068,959	(416,806)	20%	1,861,727	2,485,765	
Total Operating Expenses	4,560,846	3,809,501	(751,345)	19.7%			
OPERATING INCOME (LOSS)	151,389	431	(150,958)	35025%	151,389	1,064,724	
OTHER REVENUE (EXPENSE)							
Interest Income - cash	19,807	23,500	(3,693)	16%	954	19,807	
Interest Income - non system	2,943	33,000	(30,057)	91%	869	105,644	
Interest Income - lease receivable	93,806	103,000	(9,194)	9%	93,806	135,639	
Interest Expense	(93,806)	(93,806)	-	0%	(135,639)	(93,806)	
Capital Lease Interest Expense	-	-	-	0%	-	-	
2019 Bond Interest Expense	(19,799)	(19,799)	-	0%	(30,194)	(19,799)	
Gain on sale of PP&E	-	-	-	0%	-	-	
Gain 2015 Deferred Inflow	5,869	5,800	69	1%	5,869	5,869	
Other Revenue - NET	8,820	51,695	(42,875)	83%			
CHANGE IN NET POSITION	160,209	52,126	108,083	207%	160,209	1,043,124	

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UNAUDITED

**ONONDAGA COUNTY RESOURCE RECOVERY AGENCY
2026 YTD INCOME STATEMENT w/BUDGET (UNAUDITED)**

	YTD	ACTUAL	BUDGET	TOTAL		5-year Trends			
		Jul 2026	Jul 2026	BUDGET		\$ Var	%Var	Min	Max
OPERATING REVENUES									
Tipping Fees		21,993,974	21,187,416	36,317,000	806,558	4%	18,529,829	21,993,974	
Electric Revenue		6,130,163	3,500,000	6,000,000	2,630,163	75%	2,749,311	6,130,163	
Recovered Material Revenue		656,547	861,000	1,492,000	(204,453)	24%	656,547	1,579,030	
Grant Revenue		75,801	75,803	459,500	(2)	0%	-	435,977	
Compost Revenue		697,477	611,608	1,024,200	85,869	14%	389,296	697,477	
Other		432,310	343,156	571,000	89,154	26%	297,395	612,409	
Total Operating Revenues		29,986,272	26,578,983	45,863,700	3,407,289	13%			
OPERATING EXPENSES									
Personal Services		4,666,864	4,549,520	8,219,200	(117,344)	3%	3,150,795	4,666,864	
Contractual Services:									
Landfill Contracts		3,360,570	1,871,506	3,227,000	(1,489,064)	80%	1,458,945	4,220,988	
Other Contractual Services		120,190	80,250	136,300	(39,940)	50%	62,513	120,190	
Materials and Supplies		506,856	350,240	601,500	(156,616)	45%	363,175	506,856	
Professional Fees		339,751	386,715	752,000	46,964	12%	185,228	547,731	
Recycling		652,981	525,718	1,040,500	(127,263)	24%	83,319	960,954	
Composting		508,378	316,835	546,200	(191,543)	60%	202,817	508,378	
Hazardous Waste Disposal		114,709	121,424	223,000	6,715	6%	54,470	114,709	
Repairs and Maintenance		804,732	729,648	1,280,000	(75,084)	10%	487,119	883,737	
Utilities		77,557	79,490	138,300	1,933	2%	76,682	92,261	
Insurance		362,559	350,631	641,800	(11,928)	3%	294,200	362,559	
Operating Leases		89,553	97,276	168,000	7,723	8%	61,031	101,279	
Depreciation and Amortization		1,051,592	997,238	1,738,100	(54,354)	5%	754,634	1,051,592	
Payments to Host Communities		121,097	122,884	214,400	1,787	1%	107,111	121,097	
Other		422,598	350,360	678,100	(72,238)	21%	281,850	422,598	
Waste-to-Energy Operations Cost		15,240,924	14,587,697	25,583,800	(653,227)	4%	13,367,296	15,240,924	
Total Operating Expenses		28,440,911	25,517,432	45,188,200	(2,923,479)	11.5%			
OPERATING INCOME (LOSS)		1,545,361	1,061,551	675,500	(483,810)	46%	(215,465)	5,036,458	
OTHER REVENUE (EXPENSE)									
Interest Income - cash		165,444	164,500	287,000	944	1%	3,426	298,844	
Interest Income - non system		297,777	231,000	400,000	66,777	29%	6,528	297,777	
Interest Income - lease receivable		701,556	721,000	1,240,000	(19,444)	3%	701,556	986,473	
Interest Expense		(701,556)	(701,558)	(1,171,000)	2	0%	(986,473)	(701,556)	
Capital Lease Interest Expense		(723)	(723)	(1,000)	-	0%	(27,820)	-	
2019 Bond Interest Expense		(149,760)	(149,760)	(355,000)	-	0%	(220,530)	(149,760)	
Gain (loss) on sale of PP&E		-	-	175,000	-	0%	-	-	
Gain 2015 Deferred Inflow		41,083	40,600	70,000	483	1%	41,083	41,083	
Other Revenue - NET		353,821	305,059	645,000	48,762	16%			
CHANGE IN NET POSITION		1,899,182	1,366,610	1,320,500	532,572	39%	2,723	4,839,145	
NET POSITION - BOY		37,948,586	37,948,586	37,948,586					
NET POSITION - EOY		\$ 39,847,768	\$ 39,315,196	\$ 39,269,086					

**ONONDAGA COUNTY RESOURCE RECOVERY AGENCY
2026 STATEMENT OF NET POSITION (UNAUDITED)**

	<u>6/30/2026</u>
ASSETS	
CURRENT ASSETS:	
Cash and cash equivalents	11,997,625
Cash and cash equivalents - Board Designated	5,884,404
Accounts receivable (net of an allowance for bad debts of \$50,000)	4,520,975
Electric Revenue Receivable	959,418
Metal Revenue Receivable	68,367
Prepaid expenses and other receivables	1,932,628
Facility lease, current portion	2,695,000
TOTAL CURRENT ASSETS	<u>28,058,417</u>
ASSETS LIMITED AS TO USE:	
Investments held by trustee under indenture	5,321,899
 PROPERTY, PLANT and EQUIPMENT, net	 23,257,586
 DEFERRED OUTFLOW	 1,438,770
 FACILITY LEASE, net of current portion	 29,449,348
TOTAL ASSETS	<u>87,526,020</u>
LIABILITIES AND NET POSITION	
CURRENT LIABILITIES:	
Accounts Payable	4,760,775
Accrued Interest	424,469
Accrued Expenses and other current liabilities	208,094
2015 Bond Payable - Current	-
2019 Bond Payable - Current	-
Capital Lease Liability-Current	-
TOTAL CURRENT LIABILITIES	<u>5,393,338</u>
LONG-TERM LIABILITIES:	
Capital Lease Liability -Long Term	-
Other Post Employment Benefits	88,176
Net Pension Liability	1,917,292
2015 Deferred Inflow	645,550
2015 Series A Bond Payable, net of current portion	30,840,000
2015 Bond Premium	2,011,848
2015 Capital Fund Liability	250,573
2019 Bond Payable	6,760,000
2019 Bond Premium	778,193
TOTAL LIABILITIES	<u>48,684,970</u>
NET POSITION	
Invested in capital assets	13,156,971
Unrestricted	21,157,837
Restricted	4,526,242
TOTAL NET POSITION YTD	<u>38,841,050</u>
TOTAL	<u>87,526,020</u>

STATEMENT OF CASH FLOWS OCRRA (UNAUDITED)

**YTD Through
7/31/2026**

CASH FLOWS FROM OPERATING ACTIVITIES:

Receipts from tipping fees	\$21,141,410
Receipts from electric revenue	6,233,706
Other operating receipts	1,834,999
Payments to vendors and suppliers	(7,656,465)
Payments to employees	(3,640,979)
Payments for Waste-to-Energy Operations	(12,799,407)
Payments for insurance and employee benefits	(1,352,340)
Net cash flow from operating activities	3,760,924

CASH FLOWS FROM CAPITAL AND RELATED FINANCING ACTIVITIES:

Payments on bonds outstanding	(3,365,000)
Proceeds from the issuance of bonds	-
Payments on Capital Leases	(76,840)
Proceeds from the sale of machinery and equipment	-
Purchase of property, plant and equipment	(422,882)
Payments for interest on bonds outstanding	(932,009)
Net cash flow from capital and related financing activities	(4,796,731)

CASH FLOWS FROM INVESTING ACTIVITIES:

Net change in investments	369,476
Proceeds from interest on invested funds	463,222
Net cash flow from investing activities	832,698

NET INCREASE (DECREASE) IN CASH AND CASH EQUIVALENTS (203,109)

CASH AND CASH EQUIVALENTS - BEGINNING OF YEAR 18,085,138

CASH AND CASH EQUIVALENTS -YEAR-TO-DATE 17,882,029

STATEMENT OF CASH FLOWS OCRRA (UNAUDITED)

**YTD Through
7/31/2026**

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

Operating Income/(Loss)	1,545,361
Adjustments to reconcile operating income to net cash flow from operating activities:	
Depreciation and amortization	1,051,592
Change in provision for bad debt expense	-
WTE operations used to reduce lease costs	2,441,517
Other Post -Employment Benefits Expense less LT liability adj.	-
2015 Bond Insurance Expense (no cash amortization expense)	22,746
Change in Bad Debt Expense	-
Change in Prepaid Pension Expense	180,906
Change in NYSRS Retirement expense assoc. with GASB 68	-
Changes in operating assets and liabilities:	
Accounts receivable	(852,564)
Other Receivables	76,406
Prepaid expenses	(443,779)
Accounts payable and accrued expenses	(261,260)
Total Adjustments	2,215,564
NET CASH FLOW FROM OPERATING ACTIVITIES	3,760,924

Reserve Deposits:

Resolution #2530 directed future receipts, equal to \$1 per ton of MSW and \$5 per ton of C&D received to the Ley Creek Reserve Fund

Month	Added to Reserve	2026 Cumulative
January	\$ 44,833	\$ 44,833
February	\$ 42,355	\$ 42,355
March	\$ 56,897	\$ 144,085
April	\$ 67,436	\$ 211,521
May	\$ 61,385	\$ 272,906
June	\$ 63,601	\$ 336,507
July	\$ 61,381	\$ 397,888
August		
September		
October		
November		
December		
Total		\$ 397,888

RECYCLING/OPERATIONS COMMITTEE MEETING MINUTES

August 19, 2026

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

Members: L. Hradil – Chair, D. Daley, V. Mangan, J. Wood, B. Sekarore, D. Quackenbush, A. Fordock

Present : D. Daley, D. Quackenbush, L. Hradil, J. Wood, A. Fordock

Absent : V. Mangan, B. Sekarore

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

Guest(s):

The meeting was called to order at 4:13 PM.

Roll was taken and quorum is present.

T. Palmer presented a resolution for Advertising Agency services. The purpose of this discussion is to obtain consensus to move the resolution to the full Board in September.

- OCRRA retains an advertising agency for research and campaign planning, ad placement, ad design across various mediums, monitoring and optimization of digital campaigns and web development.
- All ad agency expenses are eligible for up to 50% grant reimbursement from the NYSDEC.
- A portion of battery-related outreach is eligible for further grant reimbursement of 50% from the Dept. of Energy.
- Currently OCRRA contracts with Pinckney Hugo Group (PHG) of Syracuse NY for professional advertising agency services.
- An RFP was posted online and 5 companies responded.
- Management recommends continuing with Pinckney Hugo with a three-year contract, with two optional one-year renewals at an hourly rate of \$100.

L. Hradil added that PHG has been with OCRRA for many years and knows our business very well. She is in favor of continuing with PHG.

D. Daley asked what the total Public Information Officer (PIO) budget was for the 2027 calendar year.

T. Palmer responded – the entire budget is \$350,000. Not all funds are spent on advertising. Roughly 70% of the entire budget is spent on advertising services.

There was a brief discussion regarding how the budget is spent and how funds are allocated.

D. Daley asked that a statement be added to the resolution clarifying what services will be provided.

D. Daley motioned and L. Hradil seconded to move the resolution to the full Board.

Resolution moved 5 ayes, 0 nays, 0 abstain.

M. Mokrzycki presented the budget updates to the committee. Items discussed:

- 2027 Fee schedule
- WTE O&M – 3.3% increase
- Electricity revenues
- Recycling costs – expected increase of approximately 15%
- Compost/Organics – Grinder replacement
- Labor – costs increasing approximately 12%
- Ley Creek - Capital plan reflects significant final design engineering costs

There was a brief discussion regarding tipping fees.

This committee will be updated again next month and then the Administration committee will move the final resolution to the full Board for consideration in October.

K. Lawton presented a brief on the WM Recycle America (WMRA) Material Recovery Facility (MRF) contract.

- OCRRA contracts with WMRA for sorting and marketing services for the community's residential recycling.
- The current 4-yr contract expires at the end of 2026.
- WMRA has proposed a 5-yr contract renewal, with a processing fee of \$97/ton, escalating based on Waste CPI.
- The expiring contract has a 2026 processing fee of \$91/ton and flat escalations of 2.5%.
- WMRA has recommended the addition of to-go cups to the list of acceptable recyclables.
- Management is recommending a meeting with counsel to discuss the specifics of the negotiations prior to Committee consideration of the current proposal.

There was a brief discussion regarding paper and plastic to-go cups and current recycling legislation within Onondaga County. Current legislation is very specific as to what is considered a County-designated recyclable.

L. Hradil asked if OCRRA had any idea of the volume of plastic cups that could potentially be recycled if cups are to be accepted.

K. Lawton responded that the data from our MRF audits and Waste Q&C are not that granular. Information on the amount of #5 plastics in general is available, but not information on the specific amount of #5 plastic CUPS within that general category. This information is being sought.

There was a brief discussion regarding what the OCRRA message would be should plastic cups be added to the recycling stream.

The committee adjourned at 5:15 to go into confidential meeting with Counsel.

D. Daley motioned, and J. Wood seconded to adjourn the meeting.

A collective 'aye' was recorded.

The meeting was adjourned at 5:15 pm.

Meeting minutes were taken by R. Czerwiak

Resolution No. _____, 2026

**RESOLUTION AUTHORIZING CONTRACT FOR
ADVERTISING AGENCY SERVICES**

WHEREAS, it is necessary to retain an advertising agency possessing special skills and training to provide the Agency with support for public information campaigns associated with waste reduction, reuse, recycling, waste-to-energy and composting efforts; and

WHEREAS, the advertising agency's support for the Agency would include research and effective campaign planning, ad placement services, ad design across multiple mediums, constant monitoring and optimization of digital campaigns and website development and technical support; and

WHEREAS, the Agency issued a request for proposal and reviewed responses for price, ability to provide advertising and web services, staff experience, creative work, value ads and responsiveness to the RFP; Pinckney Hugo Group of Syracuse, NY was the recommended vendor to provide such professional advertising services to the Agency, beginning on January 1, 2027; and

WHEREAS, the Recycling and Operations Committee has recommended that the Agency enter into an advertising services contract with present vendor, Pinckney Hugo Group, of Syracuse, NY, for calendar years 2027, 2028 and 2029. The contract also provides the Agency with two (2) one-year options at the same rates and on the same terms and conditions thereafter; now, therefore be it

RESOLVED, that the Onondaga County Resource Recovery Agency does hereby authorize its Interim Executive Director to enter into an advertising services contract with Pinckney Hugo Group of Syracuse, NY, the Agency's present vendor for such services, beginning January 1, 2027, and continuing in 2028 and 2029 thereafter, with two (2) Agency one-year options at the same rates and on the same terms. The authorization by this resolution shall not exceed the annual Board approved and allotted budget for the Public Information Office. This resolution shall take effect immediately.

Resolution Adopted Date: _____

Vote: Aye: _____ **Nay:** _____ **Abstain:** _____

Signed: _____

RESOLUTION BRIEF

Advertising Agency Services

September 09, 2026

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.

A portion of battery-related outreach is eligible for further grant reimbursement of 50% from the Department of Energy.

OCRRA currently contracts professional advertising agency services from Pinckney Hugo Group (PHG), of Syracuse, NY. Their contract expires on December 31, 2026.

The RFP was posted online and advertised in the Post-Standard in July. Five responses were submitted and independently reviewed by two Agency employees with the following considerations, as outlined in the RFP:

- Price
- Ability to provide advertising and web services
- Staff Experience
- Creative work
- Value Ad
- Responsiveness to RFP

For pricing consideration, each vendor supplied the following hourly rates for general and website-related services:

Vendor	Hourly Rate	Hourly Web Service Rate
Pinckney Hugo Group (PHG) (Management Recommended)	\$100	\$100
Mooney Marketing Group	\$150	\$150
BBG&G Advertising, Inc.	\$175-\$195	\$185
RRS	\$168-\$220	\$168-\$220
Arch Street Communications	\$128-\$295	\$188

Management Recommendation:

Award the three-year contract, with two optional one year-renewals, to Pinckney Hugo Group (PHG), which has held their hourly rate steady for over a decade.

PHG offers a combination of extensive experience, competitive pricing, reduced commissions, an in-house website programming department, and proven value add.

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.

BOARD BRIEF

WM Recycle America (WMRA) Material Recovery Facility (MRF) Contract Update

September 9, 2026

OCRRA contracts with WMRA for sorting and marketing services for our community's residential recycling.

Our current 4-year contract expires on December 31, 2026.

For several months, staff have been engaging with WMRA to negotiate agreeable contract terms.

WMRA most recent proposal is a 5-year contract renewal, with a starting processing fee of \$97/ton, escalating based on a Waste CPI.

From 2023-2025, the Waste CPI averaged 5%, although it has declined slightly over that time (it is at approximately 4.9% today).

Our expiring contract had flat escalations of 2.5% and the 2026 processing fee was \$91.09/ton.

As part of the contract negotiation, we are exploring a slight expansion of the list of acceptable recyclables. This list drives our recycling tonnage and public education initiatives, which have a direct impact on the value of our recyclables. Aligning the list of acceptable recyclables with WMRA facility capabilities, long-term recycling markets, the Source Separation Law, and OCRRA messaging is imperative. Details to be shared as they develop.

The Recycling / Operations Committee reviewed the latest contract proposal from WMRA and negotiations remain ongoing - with a goal of bringing a final contract to the Board in October 2026.



Conveyor lines transporting recyclables at the Syracuse WMRA Materials Recovery Facility (MRF) in Liverpool, NY.

ADMINISTRATION COMMITTEE MEETING MINUTES

August 25, 2026

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

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

Attending: B. Page, J. Driscoll, A. Rodriguez, E. Bough Martin, M. Jennings

Absent: G. Popps, D. Kranz

Also Attending: J. Gascon, R. Czerwiak, M. Cirino, D. Haas, M. Mokrzycki, C. Alburnio, T. Palmer, M. Ballard Fortin

Guests:

The meeting was called to order by Chair B. Page at 4:02 PM.

Roll was called; quorum is present.

M. Mokrzycki presented the OCRRA 2027 Draft Budget.

- 2027 Fee schedule
- WTE O&M – 3.3% increase
- Electricity revenues
- Recycling costs – expected increase of approximately 15%
- Compost/Organics – Grinder replacement
- Labor – costs increasing approximately 12%
- Ley Creek - Capital plan reflects significant final design engineering costs

B. Page asked if the Agency had any idea what future increases would look like after obtaining funds for the Ley Creek project.

A brief discussion regarding financing followed.

The committee discussed compost rates.

M. Mokrzycki reminded the committee that they are welcome to call or email with any budget questions, and a resolution will be presented at the September meeting.

M. Mokrzycki presented the 1st and 2nd Quarterly Investment reports.

- 1st Quarter:
 - Money Market & Demand Accounts \$20,807.10
 - Treasury Bill Interest \$96,138.39
 - Trustee Interest \$24,770.90
- 2nd Quarter:
 - Money Market & Demand Accounts \$24,189.15
 - Treasury Bill Interest \$198,695.56
 - Trustee Interest \$75,914.77

M. Mokrzycki presented an update to OCRRA's farm lease.

- OCRRA is able to extend the lease for an additional year.
- After this extension, an RFB will be issued for the land lease.

B. Page asked how long the current farmer has leased the land.

M. Mokrzycki responded that the farmer has leased the land for about 5 years now.

A. Rodriguez asked to see the last RFB that was issued.

M. Mokrzycki will gather that information.

There was a brief discussion regarding the land and what the rental brings to the Agency.

The committee is in favor of the one-year extension.

B. Page presented a resolution compensating Deputy Director for Extended Service as Acting Interim Director. The purpose of this discussion is to obtain consensus to move the resolution to the full Board for consideration.

M. Mokrzycki left the meeting while the committee discussed the resolution.

- The initial expectation was that OCRRA would have a permanent replacement by June of this year.
- It is now August and there has not been a candidate chosen.
- The committee is recommending that M. Mokrzycki be paid 1/3 of the total salary of Executive Director, to be paid \$2,500 per pay period until a permanent replacement is chosen.

C. Alburio added that she believes M. Mokrzycki deserves the compensation, but with the loss of an Executive Director, many staff members in the office have shared the task of daily operations. The burden has not just fallen on one person.

T. Palmer shared the same sentiment.

B. Page responded that he recognizes that totality of this situation and appreciates all that the OCRRA staff have sacrificed during this time.

A. Rodriguez added that she takes her role as a Board member very seriously but understands that the staff are the ones that work directly, daily, with the Executive Director and their input should have some weight.

M. Jennings added that staff has been included in the process so far.

J. Driscoll motioned and A. Rodriguez seconded to move the resolution to the full Board.

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

M. Mokrzycki reenters the meeting.

M. Mokrzycki presented small contract actions.

New Business:

M. Mokrzycki presented a resolution to change the Civil Service Roster. The purpose of this discussion is to obtain consensus to move the resolution to the full Board for consideration.

- The Agency is seeking to reorganize its organics department to meet the needs of the Agency.
- The Agency wishes to add a non-represented position of "Program Supervisor" at a salary grade 60 and median wage of \$83,000.
- The Agency also wishes to defund the currently budgeted and unfilled Solid Waste Plant Supervisor position, a salary grade 55 and median wage \$76,000.

E. Bough Martin asked if it would make more sense to defund the current position until Ley Creek staffing is reviewed.

That language will be added to the resolution.

J. Driscoll motioned and A. Rodriguez seconded to move the resolution as amended.

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

M. Mokrzycki presented a resolution concept converting J. Gascon as Agency counsel from Costello, Cooney and Fearon to Mackenzie Hughes. The purpose of this discussion is to obtain consensus to construct and move a resolution to the full Board for consideration.

J. Gascon gave an explanation as to why he has moved firms, why he would like to remain with OCRRA and why Mackenzie Hughes would be a good fit for the Agency's needs.

J. Gascon left the meeting so the committee could further discuss.

M. Mokrzycki added that there would need to be a new resolution reappointing J. Gascon with his new firm.

OCRRA would continue to use Costello, Cooney and Fearon as the Agency's secondary firm for personnel and HR matters.

The same rates were offered for the remainder of his contract.

A discussion followed.

A. Rodriguez asked if the Agency should issue an RFP for Professional Services since our current Agency Attorney has started with a new firm.

M. Mokrzycki responded that the Board could always decide to issue a new RFP. OCRRA's purchasing policy allows for professional service contracts to be made with a competitive process, and in this instance the Agency may want to rehire Mr. Gascon based on the results of the 2025 RFP. Mr. Gascon is offering the same services for the same prices and terms as the 2025 contract, he is just working for a different firm with similar qualifications to Costello.

E. Bough Martin would like to review the new contract with Mackenzie Hughes.

Consensus is to construct a resolution, review the new contract with Mackenzie Hughes and then to have a Special Administration committee meeting on September 9th before the Board meeting so that it may be considered that day.

There was no further discussion.

RESOLUTION COMPENSATING DEPUTY DIRECTOR FOR EXTENDED SERVICE AS ACTING INTERIM EXECUTIVE DIRECTOR

WHEREAS, the OCRRA Board did accept the resignation and retirement of Kevin Spillane as Executive Director of the Onondaga County Resource Recovery Agency effective as of the end of day April 3, 2026; and

WHEREAS, a Succession Ad Hoc Committee was established and first met on February 24, 2026 to begin the process of advertising, screening, and interviewing possible candidates for the Executive Director position in order to recommend a candidate to the board; and

WHEREAS, at the March 11, 2026 Board meeting, by Resolution #2548, the Board appointed Deputy Director Michael Mokrzycki as the Agency's Acting Interim Executive Director effective April 4, 2026 to continue until a new permanent Executive Director is appointed; and

WHEREAS, the Executive Director position was posted on March 17, 2026 with applications accepted through April 10, 2026, anticipating that a candidate would be selected for recommendation to the board by the July board meeting; and

WHEREAS, a total of 45 applications were received and reviewed with virtual interviews conducted with the top ten candidates between April 29 and May 11, 2026 and four finalists were interviewed in-person on June 17 and 18, 2026 resulting in one candidate being recommended to the board for approval at the July 8, 2026 board meeting; and

WHEREAS, there were fewer than the required eight affirmative votes at the board meeting to offer the candidate the Executive Director position; and

WHEREAS, the Acting Interim Executive Director has agreed to continue serving in said role until a permanent replacement is appointed; and

WHEREAS, the Administration Committee has reviewed a compensation plan for service as the Acting Interim Executive Director with consideration given to past Agency practice (approximately one-third of position salary), performance in the role, and the 2026 pay schedule; now therefore be it

RESOLVED, that the Onondaga County Resource Recovery Agency Board does hereby authorize additional compensation in the amount of \$2,500 per pay period, retroactively effective and inclusive of the pay period ending July 13, 2026 paid on July 16, 2026, to the Acting Interim Executive Director, and to continue until a permanent Executive Director is appointed, prorated in the pay period when a permanent appointment is made. This Resolution shall take effect immediately.

Resolution Adopted Date: _____

Vote: Ayes _____ Nays _____ Abstentions _____

Signed: _____

**RESOLUTION AUTHORIZING CHANGE TO THE AGENCY'S CIVIL SERVICE
ROSTER**

WHEREAS, the Onondaga County Resource Recovery Agency presently operates transfer stations, compost sites and transports ash from the Waste-to-Energy Facility to a private landfill; and

WHEREAS, as part of those operations the Agency has office operations to support all of its solid waste facilities and functions; and

WHEREAS, the Agency is seeking to reorganize its organics department to meet the needs of the Agency; and

WHEREAS, to accomplish this, the Agency wishes to add a non-represented position of "Program Supervisor (OCRRA)" at a salary grade 60 and median wage of \$83,000 on its Civil Service Roster; and

WHEREAS, to offset this budgetary impact the Agency wishes to defund the currently budgeted and unfilled Solid Waste Plant Supervisor position, a salary grade 55 and median wage \$76,000 until such budget is necessary for the operation of Ley Creek; now therefore, be it

RESOLVED, that the Onondaga County Resource Recovery Agency does hereby authorize the addition and funding of one (1) Program Supervisor (OCRRA) to its Civil Service Roster, and to remove 2026 funding of the unfilled Solid Waste Plant Supervisor. The Executive Director is authorized to fill this new position at their discretion. This Resolution shall take effect immediately.

Resolution Adopted Date: _____

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

Signed: _____

These are the updates to the current Job title that will be requested of Civil Service. Currently, this job title is used in the Recycling Department, and we would like to expand the title description so it can be used in multiple departments.

REQUESTED UPDATE: **PROGRAM SUPERVISOR (OCRRA)** 32910 (Competitive)

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DISTINGUISHING FEATURES OF THE CLASS

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The position is responsible for executing the assigned programs in alignment with the strategic direction, as provided by the agency's Board of Directors via the Executive Director or their designee. An employee in this class, when assigned to oversee an Agency program or division, is responsible for managing vendor contracts, grant procurement details and reporting, budgeting and auditing existing programs, commercial customer relations as well as developing new programs. The work involves determining needs, maintaining budgets, writing or assisting in the preparation of any new programs that may be identified, in collaboration with agency staff and administrative personnel. General supervision is received from a higher-level administrator, with leeway allowed for independent judgement in program management. Does related work as required.

TYPICAL WORK ACTIVITIES

Oversees and assigns work to department personnel including, but not limited to—Clerks, Recycling Specialists, Typists and Information Aide employees.

Maintains vendor contracts, budgets and necessary reports, working closely with transfer, compost or recycling vendors and when necessary, commercial customers.

Assists in developing department staff to help grow and maintain their skills related to communications with community contacts, such as apartments, schools and small businesses.

Functions as a direct contact between OCRRA and contracted vendors, handling internal and external relationships with program vendors and agencies.

May support the director of an assigned department in communication with government authorities, such as the New York State Department of Environmental Conservation and Onondaga County Department of Transportation.

Assists in planning and executing agency outreach events, such as Earth Day cleanup and the Home & Garden show.

Assists in year-end data collection for the agency's annual report.

When Assigned to the Organics department:

Will supervise a small number of equipment operators and union employees.

Will be responsible to plan and monitor logistics and dispatch for product ordering and delivery.

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FULL PERFORMANCE KNOWLEDGES, SKILLS, ABILITIES AND PERSONAL CHARACTERISTICS

Good knowledge of the policies, goals and objectives of agency programs and New York State environmental laws and guidance.

Good knowledge of best practices of programming and employee management.

Ability to establish and maintain effective working relationships with agency vendors and business partners, including the transfer and compost sites, waste to energy sites and material handling facilities as needed.

Ability to train staff in the techniques and procedures necessary for successful program implementation and operation.

Ability to assist in writing State and Federal funding grants.

Ability to maintain records and to prepare reports and program correspondence.

Ability to plan and implement delivery and pick-up routes.

Ability to communicate effectively, both orally and in writing.

Ability to work independently with minimal oversight.

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MINIMUM QUALIFICATIONS

When assigned to OCRRA

- A) Graduation from a regionally accredited college or university with a Bachelor's degree or higher which must include or be supplemented by fifteen (15) semester credit hours in education or accounting ~~and one (1) (2) years of work experience, one of which is in a supervisory role,~~ or its part-time equivalent, managing programs* as indicated below; or,
- B) Graduation from a regionally accredited college or university with an Associate's degree which must include or be supplemented by fifteen (15) semester credit hours in education or accounting ~~and three (3) (4) years of work experience, two of which are in a supervisory role,~~ or its part-time equivalent, managing programs* as indicated below; or,
- C) ~~Five (5) Six (6) years of work experience, three of which are in a supervisory role,~~ or its part-time equivalent, managing programs* as indicated below.

*Managing programs includes planning, organizing, staffing, directing, ~~logistics,~~ coordinating, reporting and budgeting.

07/2025 Date of Original Composition

Updated 07/27/2026

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ONONDAGA COUNTY DEPARTMENT OF PERSONNEL
New Position Duties Statement
Instructions

The appointing authority requesting the creation of a new position must prepare a separate description for each new position to be created. One duties statement may describe two (2) or more identical positions in the same organizational unit. The appointing authority must complete this form according to the following format:

TYPICAL WORK ACTIVITIES: Present a list of typical activities and percentage of time spent in performance thereof by incumbent(s). List those activities characteristic of the job as a whole which are related to successful job performance. This list is not intended to include all duties performed, but the list must state the primary duties in descending order of importance. Avoid generalities, and explain each duty so that it has meaning for a person unfamiliar with the position. Indicate a duty on the list if it's a principal reason for the existence of a job; if it requires a substantial portion of the worker's day or week; if the duty results in harm or damage if not done properly; or, if not done or done improperly, then subsequent duties cannot or will not be done.

FULL PERFORMANCE KNOWLEDGES, SKILLS, ABILITIES AND PERSONAL CHARACTERISTICS: Specify the knowledges, skills, abilities and personal characteristics necessary for proper discharge of the duties of the job. These knowledges, skills, abilities and personal characteristics must be devised to allow the reader to clearly understand that the knowledges, skills, and abilities and personal characteristics are related to the job. Knowledge is an organized body of information a person possesses through education, training, or experience. Skill is a learned psyche-motor activity involving physical performance of a task with ease and precision. Ability is the present power to perform a physical or mental function. Personal characteristics are non-learned individual attributes required for job performance. These knowledges, skills, abilities, and personal characteristics are required for full performance following any training customarily provided new employees.

Knowledges should be expressed in varying degrees: "Working" means familiarity only with the elementary principles, practices, and terminology of the subjects indicated; "good" means enough knowledge to work effectively in normal work situations; "thorough" means an advanced grasp of subject matter to work effectively in unusual as well as common and place work problems, advising on technical matters, and planning methods to resolve difficult work situations; "comprehensive" means almost complete mastery of the subject and is used for especially advance positions.

MINIMUM QUALIFICATIONS: Minimum qualifications must establish the lowest level of acceptable training or experience. The qualifications must be such that it would be reasonable to expect people with less training or experience not be able to perform or learn to perform the duties of the position. Do not recommend qualifications that present artificial barriers to employment; both educational and experiential.

SPECIAL REQUIREMENT(S): Stipulate what licenses or certificates, if any, are required at the time of appointment.

ONONDAGA COUNTY DEPARTMENT OF PERSONNEL
New Position Duties Statement

Civil Service Law, Section 22: Before any new position in the service of a civil division shall be created or any existing position in such serving shall be reclassified, the proposal therefor, including a statement of the duties of the position, shall be referred to the municipal commission having jurisdiction and such commission shall furnish a certificate stating the appropriate civil service title for the proposed position or the position to be reclassified. Any such new position shall be created or any such existing position reclassified only with the title approved and certified by the commission. Effective August 29, 1978.

The appointing authority requesting the creation of a new position must complete this statement per instructions (attach additional information if necessary).

Department **OCRRA** Division **Transfer Department** Location **Elwood Davis Rd. Main Ofc**

1.	Typical Work Activities % of Time	Program Supervisor (OCRRA) Duties	August 2026
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	In their assigned OCRRA department:		
40%	Ensure the execution of assigned programs in alignment with the strategic direction provided by Executive Staff and Agency Board of Directors. Areas of supervision would include organic material management, vendor contracts, grant management, personnel management, program review, reporting, budgeting, and audits.		
20%	Manage a cohort of department personnel including represented and non-represented titles.		
15%	Implement and guide on proper resource recovery and handling of food waste, solid waste and household hazardous waste.		
10%	Be a direct contact between OCRRA and small business vendors, building relationships with vendors for smooth customer service.		
5%	Prepares required reports, coordinates compliance activities, manages schedules, and provides administrative support for departmental operations.		
5%	Provides backup support to the Director of Transfer Operations by managing Agency Compost sites		
5%	May occasionally create or type a variety of routine forms, reports or related documents. for any department within the Agency.		

2. Full Performance, Knowledges, Skills, Abilities and Personal Characteristics
See attached job description.

3. Minimum Qualifications

Open Competitive:

- A) Graduation from a regionally accredited college or university with a Bachelor's degree or higher and (2) years of work experience, one of which is in a supervisory role, or its part-time equivalent, managing programs* as indicated below; or,
- B) Graduation from a regionally accredited college or university with an Associate's degree **and** ~~three (3)~~ (4) years of work experience, two of which are in a supervisory role, or its part-time equivalent, managing programs* as indicated below; or,
- C) ~~Five (5)~~ Six (6) years of work experience, three of which are in a supervisory role, or its part-time equivalent, managing programs* as indicated below.

*Managing programs includes planning, organizing, staffing, directing, logistics, coordinating, reporting and budgeting.

4. Special Requirements (s)
None

5. Name (s) and Title (s) of Supervisor (s). Type of Supervision (Admin, General, Direct)
Dan Haas, Director of Transfer Operations, Direct Supervision

6. Name (s) and Title (s) Supervised by this position. Type of Supervision (Admin, General, Direct)
Jeremy Millson, Crew Leader

7. Name (s) and Title (s) of persons performing similar work.
Brian Height, Program Supervisor

8. Certification by Appointing Authority: The above statements are accurate and complete

Date: _____ Title: _____ Signature _____

9. The Onondaga County Department of Personnel certifies the appropriate civil service title for the position described above as: _____

In accordance with Rule XVIII of the Onondaga County Rules for Classified Service, the Onondaga County Department of Personnel certifies the following minimum qualifications for the position described as:

NOTE: Appointees to this position must possess certified qualifications at time of appointment unless stated otherwise.

Date: _____ Title: _____ Signature _____

10. Legislative Action: _____ Approved _____ Disapproved

Date: _____ Title: _____ Signature _____

**RESOLUTION AUTHORIZING AGENCY'S EXECUTIVE DIRECTOR
TO RETAIN ATTORNEY FOR LEGAL SERVICES**

WHEREAS, the Onondaga County Resource Recovery Agency (OCRRA) requires ongoing legal services and wishes to engage a firm and its designated lead attorney to provide such services; and

WHEREAS, the scope of the retained firm and its designated lead attorney provides legal review and counsel on matters pertaining to corporate governance, contracts, personnel, and other legal issues as specifically requested by OCRRA as well as attendance at monthly board meetings and other meetings as determined; and

WHEREAS, the Agency did previously obtain competitive proposals from appropriately licensed firms and lead attorneys and designated a firm and lead attorney as Agency Counsel through December 2028; and

WHEREAS, the designated lead attorney is now employed by a different legal firm and wishes to remain Agency Counsel with the same rates as provided in the 2025 proposal; and

WHEREAS, the Administration Committee has reviewed the credentials of the new firm, verified the proposed rates, and found it to be in the best interest of the Agency to redesignate its Agency Counsel; and

WHEREAS, the Administration Committee has recommended that the Agency retain the services of Mackenzie Hughes LLP of Syracuse, New York, with James Gascon as lead attorney, to provide the above-referenced services through December 31, 2028 at the hourly rates of \$275.00 per hour for the lead attorney and partners of the firm and special counsel, \$240.00 per hour for Associates and \$150.00 per hour for paralegals and at an estimated monthly cost of approximately \$11,000 per month and not to exceed approximately \$132,000 annually without approval of the Board of Directors, now therefore be it

RESOLVED, that the Onondaga County Resource Recovery Agency does hereby authorize its Executive Director to enter into a contract with Mackenzie Hughes LLP of Syracuse, New York to provide the above-referenced legal services for the Agency through December 31, 2028, and that James Gascon is redesignated as Agency Counsel for such term, with such services to be on an as-needed basis for the amounts as specified in this resolution. This Resolution shall take effect immediately.

Resolution Adopted Date: _____

Vote: Ayes: _____ Nays: _____ Abstentions: _____

Signed: _____



August 31, 2026

Michael Mokrzycki
Acting Agency Executive Director
Onondaga County Resource Recovery Agency
100 Elwood Davis Road
North Syracuse, NY 13212

Re: Proposal for Legal Services

Dear Mr. Mokrzycki:

Please accept this correspondence, along with the enclosures, as a request to be appointed as Agency Legal Counsel. This submission will largely follow the form of an RFP submission.

James J. Gascon will serve as lead counsel. A copy of his resume is attached. W Bradley Hunt will serve as back-up counsel. His resume is also enclosed.

Our proposal for legal services are:

\$275 per hour for James Gascon and Partners
\$240 per hour for Associates
\$150 per hour for Paralegals

These rates will remain for the entire term of the Agreement. Attached you will find a proposal Agreement for legal services.

To respond more specifically to the most recent RFP for legal services, please be advised as follows:

- a. (1) The full legal name and address of the applicant is

Mackenzie Hughes LLP
440 S. Warren Street, Suite 400
Syracuse, New York 13202

JAMES J. GASCON
ATTORNEY AT LAW
DIRECT DIAL: (315) 233-8338
EMAIL: JGASCON@MACKENZIEHUGHES.COM

MACKENZIE HUGHES TOWER
440 S. WARREN ST., SUITE 400
SYRACUSE, NY 13202
PHONE: (315) 474-7571
FAX: (315) 474-6409
WWW.MACKENZIEHUGHES.COM

Michael Mokrzycki
August 31, 2026
Page 2



(2) The Federal Employer ID number is: 01-069-0915

(3) and (4) The representative authorized to discuss this proposal is
James J. Gascon, Esq.,
(315) 992-1472
jgascon@mackenziehughes.com

b. (1) Mackenzie Hughes LLP is a full service law firm with a wide range of practice areas, most notably including municipal and non-profit group representation. A more comprehensive description of the firm can be found at the firm's website www.mackenziehughes.com

(2) Mackenzie Hughes LLP is uniquely qualified to represent OCRRA as it currently represents multiple municipal entities and Public Benefit Corporations. A Copy of Mackenzie Hughes Information/History/Background is enclosed within this submission.

(3) and (4) The firms Municipal Practice Group has extensive experience representing Municipal entities. The lead attorney James Gascon has served as OCRRA's general counsel since 2020.

Section 4 a(1) The Firm's non discrimination policy is enclosed.

It is our fervent belief that the James Gascon is the best qualified person to serve as general counsel for the Onondaga County Resource Recovery Agency, Inc. ("OCRRA")

He has over 39 years of experience as a litigation trial attorney. This has exposed him to nearly all aspects of the law and has permitted him to experience how legal matters are ultimately resolved in a court of law. His practice also includes over 20 years of experience representing municipal corporations. Mr. Gascon has also represented as legal counsel, various corporate entities including a publicly traded corporation, Microwave Filter Company, Inc., and a not-for-profit corporation, the Multiple Sclerosis Resource of central New York, Inc.

Representing these municipal and non-for-profit corporations has exposed Mr. Gascon to the legal requirements of New York's open Meetings Law, FOIL requests and the general requirements associated with the conducting of board and committee meetings.

Michael Mokrzycki
August 31, 2026
Page 3



Perhaps the experience that most qualifies him to serve as general legal counsel for OCRRA is the fact that he has served in this capacity for the past 6 years. As such, he has drafted and negotiated numerous contracts for OCRRA, prepared and reviewed P.O.'s and board resolutions and has provided daily advice to OCRRA's Management Team. The Mackenzie Hughes firm has a deep bench of attorneys with years of experience in multiple legal practice areas to provide ample support.

Enclosed you will find the following:

- Certificate of Professional Liability Insurance;
- Completed Conflict of Interest Affidavit;
- Completed Certificate of Non-Collusion; and
- Completed State Finance Procurement Form

Applicant provides the following references:

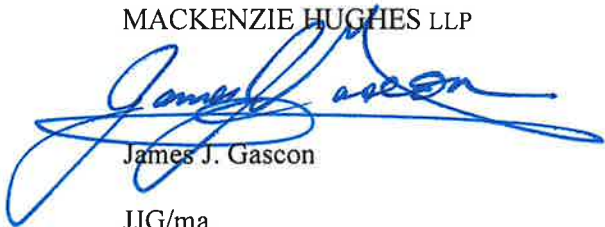
- Michael Mokrzycki Acting Executive Director, OCRRA
Telephone: (315) 453-2866
- John Fatcheric, Supervisor, Town of Camillus
Telephone: (315) 488-1335
- Michael LaVigne, Midstate Mutual Insurance Company
Telephone: (315) 294-6820

Additional references can be provided upon request.

We respectfully request that the OCRRA Board select James Gascon and the Mackenzie Hughes LLP to represent OCRRA as its general legal counsel.

Very truly yours,

MACKENZIE HUGHES LLP



James J. Gascon

JJG/ma

August 31, 2026



Michael Mokrzycki
Acting Agency Executive Director
Onondaga County Resource Recovery Agency
100 Elwood Davis Road
North Syracuse, NY 13212

Re: Proposal for Legal Services

Dear Mr. Mokrzycki:

Please accept this correspondence, along with the enclosures, as a request to be appointed as Agency Legal Counsel. This submission will largely follow the form of an RFP submission.

James J. Gascon will serve as lead counsel. A copy of his resume is attached. W Bradley Hunt will serve as back-up counsel. His resume is also enclosed.

Our proposal for legal services are:

\$275 per hour for James Gascon and Partners
\$240 per hour for Associates
\$150 per hour for Paralegals

These rates will remain for the entire term of the Agreement. Attached you will find a proposal Agreement for legal services.

To respond more specifically to the most recent RFP for legal services, please be advised as follows:

- a. (1) The full legal name and address of the applicant is

Mackenzie Hughes LLP
440 S. Warren Street, Suite 400
Syracuse, New York 13202

JAMES J. GASCON
ATTORNEY AT LAW
DIRECT DIAL: (315) 233-8338
EMAIL: JGASCON@MACKENZIEHUGHES.COM

MACKENZIE HUGHES TOWER
440 S. WARREN ST., SUITE 400
SYRACUSE, NY 13202
PHONE: (315) 474-7571
FAX: (315) 474-6409
WWW.MACKENZIEHUGHES.COM

Michael Mokrzycki, Acting Agency Director
August 27, 2026
Page 2



OCRRA will make payment within thirty (30) days of receipt of an invoice.

TERMINATION AND FILE RETENTION

Either party may terminate for any reason notifying the other party and writing of the desire to do so. All records will be retained for a minimum of seven (7) years.

Any dispute between the parties regarding legal fees will be resolved by Arbitration pursuant to Part 137 of the Rules of Chief Administrator of New York courts.

Intending to be bound hereby the parties signed below.

Very truly yours,

MACKENZIE HUGHES LLP

James J. Gascon

JJG/jb

ONONDAGA RESOURCE RECOVERY AGENCY, INC.

By: _____
Michael Mokrzycki, Acting Director

Date: _____



MACKENZIE HUGHES LLP

Plain talk. Exceptional expertise.



James J. Gascon

Tel: (315) 233-8338

Fax: (315) 474-6409

jgascon@mackenziehughes.com

Jim is a partner in the Mackenzie Hughes litigation and business departments. He provides counsel to businesses and municipalities of all sizes from closely held companies to large multinationals and for profit companies to charities and municipalities. Jim's expertise on municipal matters has allowed him to assist many local towns, villages, planning and zoning boards. Jim has extensive litigation and insurance defense experience.

Practice Areas:

- Appellate Practice
- Business
- Environmental
- Insurance
- Land Use & Zoning
- Litigation
- Municipal
- Real Estate
- Tax

Admissions:

- New York State Bar
- U.S. District Court for the Northern District of New York
- U.S. District Court for the Western District of New York

Professional and Community Activities:

Current:

- New York State Bar Association
- New York State Trial Lawyers Association
- Multiple Sclerosis Association of Central New York

Prior:

- Rotary District 7150, District Governor
- Eastwood Rotary Club, Past President
- Rotary Club of Marcellus, Past President

Education:

- State University of New York at Cortland, B.A., magna cum laude, 1983
- Albany Law School of Union University, J.D., 1986



W. Bradley Hunt

Tel: (315) 233-8233
Fax: (315) 474-6409
bhunt@mackenziehughes.com

W. Bradley Hunt joined Mackenzie Hughes in 2004 and is a partner in the firm and a member of the firm's Executive Committee. His practice focuses on commercial litigation, general counsel work for governmental clients, and appeals and major motions. He lives in Syracuse with his wife and three sons. Brad enjoys spending time with his family, running, hiking, and playing various musical instruments.

Experience:

- Over twenty-five years of commercial litigation experience in state and federal courts.
- Serves as general counsel to public authorities and municipalities.
- Numerous appeals in state and federal courts including the New York Court of Appeals and the U.S. Court of Appeals for the Second Circuit.
- Experienced in representing businesses appearing before planning and zoning boards.
- Joined Mackenzie Hughes in 2004 and now a partner in the firm.
- Worked at Mayer Brown in Chicago, one of the nation's preeminent firms, 1998-2003
- Law Clerk for Judge Pasco Bowman, U.S. Court of Appeals for the Eighth Circuit, 1997-1998

Professional and Community Activities: Current:

- Episcopal Diocese of Central New York; Chairman of the Constitution and Canons Committee, Co-Chair of the Resolutions Committee

Professional and Community Activities Cont'd: Prior:

- Onondaga Historical Association; Board Member and Secretary
- University Neighborhood Preservation Association, Board Member and Treasurer
- Leadership Greater Syracuse, Class of 2010
- Taught Advanced Litigation Skills course at Syracuse University Law School, 2018-2020

Practice Areas:

- Litigation
- Public Law & Policy
- Public Officers
- Appellate Practice
- Municipal
- Land Use & Zoning
- Construction
- Insurance
- Environmental
- Employee Benefits

Admissions:

- New York State Bar
- Illinois State Bar
- U.S. District Court, Northern District of New York
- U.S. District Court, Western District of New York
- United States Court of Appeals for the Second Circuit

Education:

- Juris Doctorate, University of Chicago School of Law, 1997
- Bachelor of Arts, Williams College, 1993

MACKENZIE HUGHES INFORMATION/HISTORY/BACKGROUND

Mackenzie Hughes LLP has been a leader in the Upstate New York legal community since 1884. Our 23 Partners and 5 Associates provide the full gamut of legal services to our governmental and business clients. We possess the resources of a large firm with a deep bench of talented attorneys, but we counsel our clients in a personable atmosphere. We are a place where real people with real know-how collaborate to solve real problems and help our clients make sensible business decisions. We take the confusion out of this complex profession and give our clients expert advice in terms people can use.

In the public sector, the Firm has acted as general corporate counsel to various municipalities and to public and municipal authorities including the Central New York Regional Transportation Authority and the Syracuse Housing Authority. Our work for these clients and other public entities has given our attorneys extensive experience with the Public Authorities Law, the Open Meetings Law, and the Freedom of Information Law. The services our firm has provided to public entities also include legal and regulatory compliance, attendance at board meetings, assistance in responding to FOIL requests, preparation of contracts, resolutions, minutes, and similar documents, and handling litigation ranging from torts to employment disputes to contractual disputes.

In the private sector, Mackenzie Hughes has been privileged to serve as counsel for entities such as the Syracuse Community Hotel Restoration Company 1, LLC and its affiliates which restored the long vacant Hotel Syracuse, creating hundreds of jobs and further catalyzing the revitalization of Downtown Syracuse. This project is just one example of how Mackenzie Hughes attorneys have worked closely with local and state governmental agencies as well as lenders of all sizes to assist our clients in bringing economic opportunity to the City of Syracuse. Our firm also has significant experience closing business loans for entities participating in IDA programs, PILOT agreements and subsidized projects, grants and loans with EDC, REDC, NYSERDA, etc., as well as assisting clients with labor and employment law matters, and providing general counsel services such as drafting and negotiating grant applications and all manner of contracts.

Our municipal law practice is among the strongest and most experienced in the region. We have served as general or special counsel to, among other municipalities, the County of Onondaga, the City of Syracuse, Cortland County, Oswego County, Town of DeWitt, Town of Manlius, Town of Van Buren, Town of Palermo, Town of Elbridge, Village of Manlius, Village of Elbridge, Village of Fayetteville, Village of Cleveland, Village of Morrisville, various school districts and the Metropolitan Water Board. We have provided a full range of services to these and other municipalities, including labor and employment, litigation, environmental, finance and taxation, zoning and planning, special districts, and of course general counsel, saving these municipalities from the costs, inefficiencies, headaches of having to retain multiple law firms to handle these important legal matters for a single municipality.

We have served as general counsel, and special counsel working closely with municipalities' existing counsel, for numerous public entities in public finance matters. The Firm has served as bond or issuer counsel, handling such issues as federal and state tax exemption, property taxes (including tax-free zones), bond anticipation notes, revenue anticipation notes, financing-related legislation and resolutions, public hearings, municipal banking and accounting, and all other matters relating to public finance.

We have assisted both governmental and non-governmental clients with the full range of real estate issues and transactions, including preparation and review of documents in connection with loans, funding and closings, promissory notes, security agreements, review of borrowers' applications and related documents, commitment letters, title abstracts and insurance, and other closing documents. Each year we complete more than 1,000 real estate transactions with a total value exceeding \$100 million.

Mackenzie Hughes has experience with land use and zoning as well. We have represented municipal boards (as well as owners, developers, lenders, and individuals) in the entire spectrum of commercial and residential transactions, including some of the largest developments in Central New York such as major shopping malls and related commercial establishments, office complexes, schools and commercial/residential planned unit developments.

SCHEDULED MEETING CALENDAR

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

2026

DATE	COMMITTEE	DAY OF MONTH	MEETING TIME
August 12, 2026	Board Meeting	2nd Wednesday	4:00 PM
August 19, 2026	Ley Creek Planning Ad hoc Committee		3:00 PM
August 19, 2026	Recycling and Operations Committee	3rd Wednesday	4:00 PM
August 25, 2026	Administration Committee	Last Tuesday	4:00 PM
September 9, 2026	Board Meeting	2nd Wednesday	4:00 PM
September 9, 2026	ED Succession Planning Ad hoc Committee		3:00 PM
September 9, 2026	Special Administration Committee		3:45 PM
September 16, 2026	Recycling and Operations Committee	3rd Wednesday	4:00 PM
September 22, 2026	Administration Committee	Last Tuesday	4:00 PM
October 14, 2026	Ley Creek Planning Ad hoc Committee		3:00 PM
October 14, 2026	Board Meeting	2nd Wednesday	4:00 PM
October 21, 2026	Recycling and Operations Committee	3rd Wednesday	4:00 PM
October 27, 2026	Administration Committee	Last Tuesday	4:00 PM
November 11, 2026	Board Meeting	2nd Wednesday	4:00 PM
November 18, 2026	Recycling and Operations Committee	3rd Wednesday	4:00 PM
November 24, 2026	Administration Committee	Last Tuesday	4:00 PM

PUBLIC NOTICE:

PUBLIC AGENCIES PLEASE POST

cc:

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