

ULSTER COUNTY RESOURCE RECOVERY AGENCY
MINUTES OF THE REGULAR BOARD MEETING
NOVEMBER 22, 2016

The Ulster County Resource Recovery Agency held a Regular Board Meeting on November 22, 2016, at 999 Flatbush Road, Town of Ulster, NY.

The proceedings were convened at 5:01 pm.

The following Board members were present: Chairman Fred Wadnola; Vice Chairman David Gordon; Treasurer Charles Landi; Member Jack Hayes and Member Brian Devine (ABSENT).

Also present were: Executive Director Timothy Rose; Counsel / Secretary Kenneth Gilligan; Controller Tim DeGraff; Operations Manager Charlie Whittaker; Recycling Coordinator Merlyn Akhtar; Compliance Officer Tom Briggs (excused); and Administrative Assistant Melinda France.

From the public: John Nowak of Vantage Equipment and Amy Lopiano Chief Accounting Clerk of UCRRA.

PLEDGE OF ALLEGIANCE

PUBLIC COMMENT

No public comment.

CHAIRMAN'S COMMENTS

Wished everyone a Happy Thanksgiving and safe travels if anyone was traveling.

APPROVAL OF MINUTES

The Minutes of the October 26, 2016 Regular Board Meeting were moved by Jack Hayes and seconded by Charles Landi. 4 in favor; none opposed; 1 absent (DEVINE).

COMMUNICATIONS AND ANNOUNCEMENTS

No communications.

Regular Board Meeting is scheduled for December 28, 2016 at 1:00 PM. The Board all agreed to change the Board Meeting from 5:00 PM to 1:00 PM.

GENERAL REPORTS

Tim Rose presented the MSW, Recycling and Leachate Collection reports for October, 2016.

MSW

Tim Rose stated that MSW target tons were 10,332 compared to tonnage brought in were 10,161 tons a difference of 171 tons. Sludge target tons were 329 and we brought in 290 tons with a difference of 39 tons. YTD MSW target tons are 99,183 and actual tonnage brought in is 101,578.

RECYCLING TONNAGE

The Recycling tonnage report was compared to the prior year.

	THIS OCTOBER	LAST OCTOBER
COMMINGLE	42 TONS	48 TONS
GLASS	30 TONS	38.5 TONS
MIXED NEWS	82 TONS	116 TONS
SINGLE STREAM	737 TONS	974 TONS
OCC	103 TONS	93 TONS
FOODWASTE	147 TONS	44.5 TONS

Tim Rose and Merlyn stated that BioCycle would like to do an article regarding the Agency’s composting.

COMMODITIES REPORT

Tim Rose noted the Commodities Report for October, 2016 which is in the Board packet and explained the report. This shows who we sold what to and the prices. NR means no response.

Fred Wadnola moved to approve the Commodities Report. Motion to vote was made by Jack Hayes and seconded by Charles Landi. 4 in favor; none opposed; 1 absent (DEVINE).

LEACHATE COLLECTION

Tim Rose noted October, 2016 out of Ulster we did 7,000 gallons and last October we did 185,000 and out of New Paltz in October, 2016 we did 21,000 gallons and last October we did 63,000.

RECYCLING PROGRAM UPDATE

Merlyn Akhtar handed out a packet with her updates. Her updates that she discussed included:

- NYSAR3 27th Annual NYS Recycling Conference & Trade Show, November 2-4, 2016 –The theme of the conference was Adjust Sails Towards a Cleaner Future: Navigating Solutions to Reduce, Reuse and Recycle. The pre-conference on November 2nd focused on navigating the vortex of plastics confusion and plastics litter. There were workshops on plastic bag bans, standard recycling labels, training transfer station attendants, social media effectiveness, packaging optimization, legislative landscape, HHW programs and recycling market trends.
- Public Outreach/meetings
 - Merlyn stated she is working with Marisa Rogers (Radio Woodstock) and Don Verity (92.9) on a 2017 plan for social media, web and radio campaigns to promote recycling, composting and HHW events.
 - A rotation of 8 spots have ran this month on 92.9 to promote America Recycles Day. The spots were written by Merlyn and recorded by 92.9 hosts-they included factoid related to general recycling, holiday season recycling, or electronics recycling.

- Three facility tours are scheduled for this month. One group is looking to bring food scraps via one of the Agency's current haulers, one after-school environmental group and one college group.
- Composting
 - Continuous stream of incoming food waste. Biannual testing of the finished compost to maintain the Agency's US Compost Council certification will be done by the first week of December.

Fred Wadnola offered Merlyn ½ hr. time slot on Kingston Community Radio. Merlyn stated that would be a great idea.

FINANCIAL MATTERS

Tim DeGraff presented the October 2016 Treasurer's Report. For the month of October, we did 10,161 tons. Misc. revenue line was \$39,597 due to the sale of 30 roll off boxes for about \$38,000. HHW/MWRR Grants line of \$129,176, was for the compost grant. Total revenues were \$1,336,390. For Expenses, there are 3 line items to note that were higher than normal; 1.) Vehicle Maintenance Facility line of \$14,600, due to number of smaller jobs which included renting a roller and dozer for site work, repairs to the pressure washer, purchase of materials to build walls on the salt shed, and some electrical work on the spill shed; 2.) Composting Operations line of \$5,197, due to repairs on the original pads; 3.) HHW line of \$24,395, for the October event. Total operating expenses were \$881,205; net operating revenues were \$455,185. Capital Outlay (2 items)-compost expansion which was approximately \$20,000 and office furniture which was approximately \$21,000. Fund balance for the month of October was \$414,129; year-to-date positive fund balance is \$146,191.

Fred Wadnola made a motion to approve the October 2016 Treasurer's Report. Charles Landi moved and seconded by Jack Hayes. 4 in favor; none opposed; 1 absent (DEVINE).

MRF COST CENTER ANALYSIS

Tim DeGraff presented the October, 2016 MRF Cost Center Analysis report. Total sale of recyclables were \$29,934 for the month. Total expenses for the month were \$29,532. Net income before depreciation was \$356; net loss after deprecation was \$8,787. Year-to-date, net loss before depreciation is \$31,595 and after depreciation is a net loss of \$123,025.

ADMINISTRATIVE MATTERS

Resolution No. 2397 Re: Payment of Requisition No. 113 – 2006 Construction Fund

Tim DeGraff presented Resolution #2397. Tim DeGraff stated this is a compliance related resolution. He stated that the Trustee needs this Resolution for documentation to move the funds and to close out the account.

Fred Wadnola moved to the floor **Resolution No. 2397**; Motion to vote was made by Fred Wadnola and seconded by Jack Hayes. 4 in favor; none opposed; 1 absent (DEVINE).

Resolution No. 2398 Re: Approving Agreement with Marshall & Sterling Health/Dental/Vision Plans for Employee Health Care Insurance

Tim Rose presented Resolution #2398. He stated this plan “best matches” the previous plan. He stated this is a Silver Plan. The dental/vision plan did not change. He stated that the Agency budgeted for a 10% increase but the plan only increased by 8.72% (under the budgeted amount). Marshall and Sterling are the Brokers. Marshall and Sterling prepare an employee booklet for all employees which explains the plan/coverage.

Tim DeGraff added that the Agency is community rated.

There was a discussion regarding health insurance.

Fred Wadnola moved to the floor **Resolution No. 2398; Roll Call was done by Ken Gilligan:** Fred Wadnola-Yes; David Gordon-Yes; Charles Landi-Yes; and Jack Hayes-Yes. 4 in favor; none opposed; 1 absent (DEVINE).

Resolution No. 2399 Re: Authorizing and Approving the Purchase of a Volvo L90H Wheel Loader

Charlie Whittaker presented Resolution #2399. He introduced John Nowak who is the rep for Volvo (in case anyone had questions regarding the piece of equipment). Tim Rose stated this loader is for compost operations. It will be reimbursed 50% by DEC which will take 5 to 7 years to receive payment. This loader was in the Capital Plan and was previously approved by the Board. Charlie Whittaker stated that the machine has “CareTrack” on the machine. He receives emails, text messages and calls if something is wrong with machine. He also stated he gets utilization reports with the CareTrack system.

Fred Wadnola moved to the floor **Resolution No. 2399;** Motion to vote was made by Charles Landi and seconded by Jack Hayes. 4 in favor, none opposed; 1 absent (DEVINE).

OLD BUSINESS

NEW BUSINESS

EXECUTIVE SESSION

Executive Session re: union negotiations started at 6:20 pm.

Motion to end Executive Session was made by Ken Gilligan.

MOTION to ADJOURN the November 22, 2016, Regular Board Meeting at 6:35 pm was made by Charles Landi and seconded by Jack Hayes. 4 in favor; none opposed; 1 absent (DEVINE).

The above transcribed Minutes of the November 22, 2016, Regular Board Meeting were moved by Jack Hayes and seconded by Brian Devine. 5 in favor. None opposed. 0 absent. The Minutes were APPROVED by the Board.

Date: December 28, 2016