

**ULSTER COUNTY RESOURCE RECOVERY AGENCY  
MINUTES OF THE REGULAR BOARD MEETING  
on December 19, 2007**

The Ulster County Resource Recovery Agency held a Regular Board Meeting on December 19, 2007 at 999 Flatbush Avenue, Kingston, NY.

Roll Call for the Regular Board Meeting was at 3:00pm.

The following Board members were present: Dennis Helm, Arnold Bernardini and Don DeBrosky and Michelle Rodden (arrived at 3:35pm).

Also present were: Michael Bemis, Executive Director; Timothy DeGraff, CPA, Agency Controller; Stephen Wing, Esq., Agency Counsel and Secretary; Charles Whittaker, Material Recovery Facility and Transportation Manager and Michelle Leggett, Recycling Coordinator.

**PUBLIC COMMENT** – No Public Comment was received.

**APPROVAL OF MINUTES**

The Minutes of the October 15, 2007 Regular Board Meeting were **MOVED** to the floor by the Don DeBrosky and seconded by Arnold Bernardini. Three in favor. None opposed. One Absent (Rodden). One vacancy.

**COMMUNICATIONS & ANNOUNCEMENTS**

The Annual Business Meeting will be held on Wednesday, January 17, 2008 at 3:00pm.

The next Regular Monthly Business Meeting will be held on Wednesday, January 17, 2008 at 3:15pm.

**GENERAL REPORTS**

The Board received and reviewed the MSW Tonnage Report, the Recycling Tonnage Report and the Leachate Collection Report for January through November, 2007.

**FINANCIAL MATTERS**

Tim DeGraff reviewed the Treasurer's report. Tim pointed out that tonnages are short but two months remain, and while we are down by 10%, the Agency is below the average as the industry as a whole is down by 17%. The Agency received \$40,000 from New Paltz Sanitation; there was a decrease in insurance premiums of \$60,000; Workers Compensation cost is down due to improved safety performance, reduction in work hours and change of carrier.

**Resolution No. 2082 - Re: Payment of Requisition No. 80:**

This Resolution authorizes and approves the payment of Requisition No. 80 for the amount of \$17,310 to

Arold Paving for Ulster Transfer Station Site Paving to be paid from the 2006 Construction Fund.

Resolution No. 2082 was **MOVED** to the floor by Dennis Helm and seconded by Don DeBrosky. Three in favor. None opposed. One absent. (Rodden) One vacancy.

**Resolution No. 2083 - Re: Payment of Requisition No. 81 – Capital Expenditures;**

This Resolution authorizes and approves payment of Requisition No. 83 for the amount of \$28,535.54 to be paid to Bulk Handling Systems for the MRF Glass Crusher replacement to be paid from the 2006 Construction Fund.

Resolution No. 2083 was **MOVED** to the floor by Dennis Helm and seconded by Don DeBrosky. Three in favor. None opposed. One absent. (Rodden) One vacancy.

**Resolution No. 2084 - Re: Procurement of Audit Services;**

The Audit Committee of the Ulster County Resource Recovery Agency selected Toski, Schaefer & Co., P.C. to perform audit services for the Agency for the 2007 audit for a maximum upset cost of \$19,000.

Resolution No. 2084 was **MOVED** to the floor by Dennis Helm and seconded by Don DeBrosky.

Tim DeGraff explained the basis for selection of Toski, Schaefer & Co., P.C. – experience, reasonableness of fees and timeliness of service (March 31<sup>st</sup>). The firm has much experience, especially in new methods to conduct audits. No problem with regard to transition from the previous firm to Toski is anticipated.

Three in favor. None opposed. One Absent (Rodden). One vacancy.

**Board Notification - IRS Standard Mileage Rate:**

Tim DeGraff notified the Board that beginning January 1, 2008, the standard mileage rates for the use of a car will be 50.5 cents per mile for business miles driven.

**ADMINISTRATIVE MATTERS**

Michelle Rodden arrived – 3:35pm.

**Resolution No. 2085 - Re: Approving Proposal of Dvirka & Bartilucci – Leachate Collection Systems;**

This Resolution approves the Proposal from Dvirka & Bartilucci in the amount of \$39,000 to be paid from the Bond Redemption and Improvement Fund for engineering services to accomplish the design, construction and operation of improved leachate collection systems at the Agency's Ulster and New Paltz Consolidation Landfills, subject to successful negotiation and execution of a contract for such services.

Resolution No. 2085 was **MOVED** to the floor by Dennis Helm and seconded by Don DeBrosky.

Arnold Bernardini discussed the proposal which was the result of a phased, public process, saying that the Agency should ensure that new data be obtained by the Engineers and made part of the work.

Four in favor. None Absent. One Vacancy.

**Resolution No. 2086 - Re: Authorizing and Approving Amendment to Agreement with Waste Management of New York, LLC for Recycling Services;**

This Resolution authorizes and approves the First Amendment to the Agreement with Waste Management of New York, LLC for recycling services to revise the term, rates and scope of services.

Resolution No. 2086 was **MOVED** to the floor by Dennis Helm and seconded by Don DeBrosky.

5 year recycling agreement automatically renews but the Agency wanted the changes in this agreement so that the arrangement is more financially advantageous for the Agency and our costs are reduced by the redefinition of services. \$200,000 in revenues will be produced.

Four in favor. None opposed. One Vacancy.

**Resolution No. 2087 - Re: Authorization for Salary Adjustments for Administrative Staff Positions;**

This resolution authorizes and approves salary adjustments to administrative staff positions for an amount not to exceed 3.75% of the salary as it existed on December 31, 2007 subject to completion of all performance reviews.

Resolution No. 2087 was **MOVED** to the floor by Dennis Helm and seconded by Don DeBrosky.

Mike Bemis spoke about process, range of salary increases based on performance reviews and results. Increases are proposed to be 2.5% to 4%. Last year's performance review was the first time this was done. 3.75% is added into resolution. Michelle Rodden suggests bonus system. This was opposed at this time by Dennis Helm and Don DeBrosky. Possibly could look at this in the future.

Three in favor. One opposed. (Rodden) One Vacancy.

**Board Notification** - Safety Update – Charles Whittaker:

Charles Whittaker went over recent safety training programs including personal protective equipment, defensive driving, hearing conservation program and hearing tests for MRF workers. Charlie also discussed the lights in the Transfer Station.

**Board Notification** - Record Retention Project Update – Tim DeGraff:

Tim DeGraff brought the Board up to speed on the status of retention schedule. The record retention project is making great progress.

**Board Notification** - November HHW Event Summary – Michelle Leggett:

The event went smoothly. Collection activity results were reviewed.

Dennis Helm left at 4:30pm.

**OLD BUSINESS**

None

**NEW BUSINESS**

None

**ADJOURN**

**MOTION** to Adjourn the December 19, 2007 meeting at 4:38pm was made by Arnold Bernardini and seconded by Michelle Rodden. Three in favor. None opposed. One Absent. (Helm) One Vacancy

The above transcribed Minutes of the December 19, 2007 Board Meeting were **MOVED** to the floor by Don DeBrosky and seconded by Arnold Bernardini  
Vote: Aye 3 Nay 0 Absent 1 (Rodden) Vacancy 1  
Date: February 20, 2008