

**ULSTER COUNTY RESOURCE RECOVERY AGENCY
MINUTES OF THE REGULAR BOARD MEETING
on February 20, 2008**

The Ulster County Resource Recovery Agency held a Regular Board Meeting on February 20, 2008 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 4:30pm).

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 December 19, 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, March 19, 2008 at 3:00pm. (If the Legislature takes action on appointments to the Board, otherwise the Annual Meeting will be adjourned to April's regular meeting date.)

The next Regular Monthly Business Meeting will be held on Wednesday, March 19, 2008 at 3:30pm.

GENERAL REPORTS

The Board received and reviewed the MSW Tonnage Report, the Recycling Tonnage Report and the Leachate Collection Report for January, 2008.

Mike Bemis reported that volume is good despite the poor weather conditions, only 446 tons of MSW behind budget. Recycling volume reports 18,926 tons or recycling at the MRF in 2007 which shows growth over the prior year. Steady slow growth is evident. Mike Bemis reported the Agency capped landfills leachate volume in 2007 was over 1 million below previous year levels. Saved 80k in treatment expenses.

FINANCIAL MATTERS

Tim DeGraff presented the 2007 annual Treasurers Report. Total revenues are down \$1.2 million (recycling revenue is up and interest earnings, part of misc. revenue, was higher.) Total expenses under budget declined by almost \$1.4m because salaries, overtime and pension payments and some insurance payments were down. The fund balance, net of dept service payments, was \$296,083, an exceptional result for a year in which waste disposal was down by several percentage points; the Agency fared better than most agencies. Economy was the driving factor.

Resolution No. 2088 - Re: Authorizing Transfer of Excess Moneys in the Debt Service Reserve Fund:

This resolution authorizes the transfer of excess monies earned from the investment of funds in the debt service reserve account. Transfer amount confirmed with Environmental Capital. This money lowered the net service fee and will be used to pay debt service, in part, on March 1, 2008.

Resolution No. 2088 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. 2089 - Re: Payment of Requisition No. 82 – Capital Fund;

This Resolution authorizes and approves payment of Requisition No. 82 for the amount of \$1,500 to be paid to the Trustee to reimburse the Agency for payment of a portion of the costs for the MRF Glass Crusher replacement. Payment will be made from the 2006 Construction Fund.

Resolution No. 2089 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. 2090 - Re: Authorization, Approval and Ratification of the Procurement of the Repair and Replacement of a Portion of the Ulster Transfer Station Floor;

This resolution authorizes, approves and ratifies the procurement of repair and replacement of a portion of the Ulster Transfer Station floor. During the planning of the repair, which was in the Capital Plan, the floor deteriorated to the extent that immediate action required and the work was commenced in January, 2008 and completed on February 19, 2008, for the total cost of \$28,775, \$12,269 of which was expended on materials and professional services acquired by the Agency.

Resolution No. 2090 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. 2091 - Re: Payment of Requisition No. 83 – Capital Fund;

This resolution authorizes and approves payment of Requisition No. 83 in the amount of \$28,775 to be paid to the Trustee to reimburse the Agency for payment of the costs for the Ulster Transfer Station floor, and to pay vendors who provided the work. To be paid from the 2006 Construction Fund.

Resolution No. 2091 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. 2092 - Re: Approving Agreement with Brinnier and Larios P.C. for Engineering Services – Ulster Transfer Station Improvements;

This resolution approves the Agreement with Brinnier and Larios, P.C. for engineering services in connection with the survey of the Facility and the design of the Work for the upset price of \$22,000 and potentially the inspection of the Work. Funds for the Work are available in the 2006 Construction Fund of the Capital Fund

Resolution No. 2092 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. 2093 - Re: Authorization to Purchase Computer Equipment;

This resolution authorizes the purchase of the computer equipment through the New York State Office of General Services bid for a total expenditure of \$21,176.74 from Dell to be paid from the 2006 Bond Construction Fund.

Resolution No. 2093 was **MOVED** to the floor by Dennis Helm and seconded by Don DeBrosky. Three in favor. None opposed. One Absent (Rodden). One vacancy.

Board Notification - Town of Shawangunk MRDC Notification;

Mike Bemis explained that the Town of Shawangunk contract had expired. Walker Valley substation had been discontinued previously. The Town wants to operate the facility. It will be operated by hiring the Agency employee on site. The Town will save money and will be able to run a bulk pickup.

ADMINISTRATIVE MATTERS

Board Notification - Recycling Education Grant Award and Recycling Educational Improvement and Marketing Campaign – Michelle Leggett:

We have been advised by DEC of an award of recycling/reduction grant for 2003 – 2006. The original grant did not contain full information, so Michelle is completing the application. We obtained new signs through a company in Kingston. Michelle presented them to the Board. The new signs have been placed at the MRDC's by Michelle Leggett and Willie Whittaker. Michelle used this opportunity to meet with the Town officials. Michelle also provided a new recycling instruction flyer for review by the Board. This will be provided to the residents of Ulster County, by the Town employees, commercial haulers and the City of Kingston. Michelle is meeting with the local newspapers to get information out, and the web site is constantly being updated. Goal is to obtain compliance through education and not traditional enforcement. Member Don DeBrosky inquired about non-recyclable container lids. Member Michelle Rodden stated that Michelle and Charlie did a wonderful job in presenting this material to the Recycling Oversight Committee.

OLD BUSINESS

Chairman Dennis Helm discussed changing the time of the meeting. The subject was discussed in the fall and a consensus was reached to keep the time of 3:00pm. He advised Member Rodden to possibly bring the issue up again at the time of the March Annual Meeting.

NEW BUSINESS

None

EXECUTIVE SESSION

MOTION to enter into Executive Session at 4:40pm to discuss potential litigation and employment history of certain employee was moved by Dennis Helm and seconded by Arnold Bernardini. Four in favor. None opposed. One Vacancy.

Executive Session Minutes are held by the Secretary in a confidential file.

MOTION to enter into Regular Session at 4:45pm was made by Dennis Helm and seconded by Don DeBrosky. Four in favor. None opposed. One Vacancy.

MOTION to grant 6% raise for Executive Director Michael Bemis effective January 1, 2008 was moved to the floor by Dennis Helm and seconded by Don DeBrosky. Four in favor. None opposed. One Vacancy.

ADJOURN

MOTION to Adjourn the February 20, 2008 meeting at 4:55pm was made by Dennis Helm and seconded by Don DeBrosky. Four in favor. None opposed. One Vacancy

The above transcribed Minutes of the February 20, 2008 Board Meeting were **MOVED** to the floor by _____ and seconded by _____
Vote: Aye _____ Nay _____ Absent _____ () Vacancy _____
Date: _____