

JANUARY 27, 2014 REGULAR BOARD MEETING MINUTES

ULSTER COUNTY RESOURCE RECOVERY AGENCY

MINUTES OF THE REGULAR BOARD MEETING

January 27, 2014

The Ulster County Resource Recovery Agency held a Regular Board Meeting on January 27, 2014 at 999 Flatbush Ave, Town of Ulster, NY.

The proceedings were convened at 5:09 pm.

The following Board members were present: Chairman Leon Smith, Vice Chairman Catherine Nilsen, Treasurer Al Teetsel, Member Charles Landi and Dominic Tagliafierro.

Also present were: Timothy Rose, Executive Director; Counsel / Secretary Kenneth Gilligan; Controller Tim DeGraff; Operations Manager Charles Whittaker, Compliance Officer Tom Briggs; Recycling Coordinator Michelle Bergkamp and Confidential Executive Secretary, Kelly Utter.

PUBLIC COMMENT

Leon Smith opened up the meeting for Public Comments.

No Public Comments

Leon Smith closed the Public Comments.

CHAIRMAN'S COMMENTS

Leon Smith would like to thank the Board for their trust in him to remain as Chairman of the Board.

Leon would also like to note that as we go through the financial reports, this is one of the best years that this Agency has and he feels that all Board Members and Staff should take credit and that they have done a good job. This is the first year that the Agency does not require a Net Service Fee from the County.

APPROVAL OF MINUTES

The minutes of the December 16, 2013 Regular Board Meeting were moved by Al Teetsel and seconded by Charles Landi. Five in favor. None opposed. The minutes of the December 16, 2013 Regular Board Meeting was approved.

COMMUNICATIONS AND ANNOUNCEMENTS

The next Regular Board Meeting has been scheduled for Monday, February 24, 2014 at 5:00pm.

GENERAL REPORTS

MSW

Tim Rose gave the MSW and recycling tonnage reports and the leachate collection report. The MSW tonnage in was 8,737 which is 745 tons less than the projected tonnage of solid waste for December 2013. The Sludge tonnage in was 137 which is 14 tons more than the projected tonnage of sludge.

RECYCLING TONNAGE

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The Recycling tonnage report, looking back at last December for commingle we did 140 and this year we did 116. Glass was 4 and this year it is 63, mixed news was 185 and is now 178. Single stream was 190 and now it is 519. The OCC was at 275 and is now 235.

COMMODITY REPORT

Tim Rose noted the commodity report in the Board packet. He reminded the Board that NR means the Agency did not receive a return phone call.

Charles Landi moved. Al Teetsel seconded. Five in favor. None opposed.

LEACHATE COLLECTION

The leachate collection report, in December of last year for Ulster we did 138,000 and this year we did 252,000. In New Paltz we did 146,000 last year and 168,000 for this year.

RECYCLING PROGRAM UPDATE

Michelle Bergkamp distributed a sample copy of the Annual Recycling Report. A lot of work goes into trying to quantify the amount of materials that actually are generated in Ulster County. The questionnaire goes to a lot of big box stores that internalize their own recycling; it goes to all the haulers, towns and even businesses in other counties that may be receiving recycling that is generated in Ulster County. The report is due at the end of March and we are excited to see what the overall recycling rate is for the year.

The HHW events for this year have already been decided, it is going to continue to be the 3rd Saturday of April, July and October. The April and October event will be held in Kingston and the July event will be held at the DEC in New Paltz. We will again be receiving non-perishable food donations at the Kingston event. The Agency did receive a letter of recognition from Peoples Place thanking the Agency and participants of the events for providing the donations to help feed quite a few families.

The Mercury Thermostat Stewardship Bill was finally signed by the Governor on December 18th. Thermostat manufactures will now take back old thermostats. These items will no longer be accepted at the HHW event because the manufacturer will now take them back for free.

The Electronics Recycling Summit regarding the implementation of the law that was passed in 2010 was held in the Legislative Office Building in Albany on January 23, 2014. There are currently 25 states that have EPR legislation for electronics and this was the first time the state got all of the stake holders together to discuss the issues and potential solution to this problem. The outcome was that there is insufficient financial support for year round collection. There may be a need to make some statutory changes to the law.

Since inception of the Compost program, the Agency has earned about \$16,000 from private haulers delivering 500 tons of food scraps, and \$11,000 for delivering 220 tons of yard waste.

FINANCIAL MATTERS

Tim DeGraff reminded the Board that the Treasurers report for last November was not approved. There were two line items, MSW Hauling Private Contracts and Sludge Disposal/Transport that were estimated. Our Sludge Disposal and Transport did not change, but our MSW Hauling Private Contracts did go up by \$764. The final fund balance for November was \$240,757.

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Leon Smith made a motion to approve the November, 2013 Treasurer's Report. Charles Landi moved, Al Teetsel seconded. Five in favor. None opposed.

The December Treasurer's Report is complete. For the month we did 8,737 tons. Sale of recyclables was up, totaling almost \$84,000. Personnel expenses were \$305,639 and included year end accruals for sick/vacation time and 2013 wages paid out in 2014. Insurance expenses were \$91,912 and included an accrual of approximately \$67,000 for an additional assessment billing with regards to the old Worker's Compensation trust we participated in. Trust members have entered into a Memorandum of understanding that expires on July 1, 2015. At this time we should receive a settlement offer. For the month of December we had a Net Operating Revenue of \$35,912. We had capital outlay of 9,000 for the rental of a trommel screen. The final Fund Balance for the month was \$26,912.

For the year, our Fund Balance was at a deficit of \$636,869. Tim DeGraff assured the Board that from a financial standpoint the Agency is doing well. This is due to the fact that our budget takes into account the Debt Service Payments for this current year, but our bottom line is actually applied to the debt service payment that will be due in the following year.

Leon Smith motioned to accept the December 2013 Treasures Report. Charles Landi moved, Al Teetsel seconded. Five in favor, none opposed.

MRF COST CENTER ANALYSIS

Sale of Recyclables was \$79,232 for December. We sold an aluminum load in December which is only the second one this year for \$20,362. The net income after depreciation for December was \$26,780. For the entire year we ended up with a positive of \$177,437.

Resolution No. 2315 – Re: Procurement of Audit Services

Dominic Tagliaferro informed the Board that the Audit Committee reached out to about five firms via RFP, and two responded and the Audit Committee conducted an interview of both for an audit of our internal controls. After reviewing the RFP's, the Audit Committee decided to select Sickler, Torchia, Allen & Churchill, CPS's, P.C. This is a new process that the Agency is doing and Dominic applauds the efforts of the Agency in proceeding with an Internal Audit.

Tim DeGraff mentioned that the bigger authorities, Bridge Authority, Thruway Authority, etc., there are actual requirements by the ABO to have an everyday internal audit. The Agency is not required to have one but part of our Authority Budget Office Annual Report, we do need to provide them with an internal control assessment on an annual basis, which we have done in the past.

Charles Landi addressed Dominic Tagliaferro, as Chair of the Audit Committee, what the reasoning was in choosing the firm that was \$2,000 higher since it was indicated that both firms were highly qualified. Dominic stated that the experience and strength was with Sickler, Torchia, Allen & Churchill. Especially pertaining to this type of organization.

Leon Smith moved to the floor Resolution No. 2315; Motion to approve was made by Al Teetsel and seconded by Leon Smith. Four in favor. One opposed (Landi).

ADMINISTRATIVE MATTERS

OLD BUSINESS

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No old business.

NEW BUSINESS

Leon Smith mentioned that we all should start thinking about the upcoming events this year, the Hauling and Disposal Bids will be coming up in the second half of the year. Charles Landi said that this year could be a good year for us, where we could end up saving more on transportation and disposal costs.

Executive Session had been scheduled to discuss the Union Negotiations however the Union meeting had been canceled due to unforeseen circumstances.

MOTION to ADJOURN the January 27, 2014 Regular Board Meeting at 5:50 pm was made by Al Teetsel and seconded by Charles Landi.

AYES 5 NAYS 0 ABSENT

The above transcribed Minutes of the January 27, 2014 Regular Board Meeting were moved by Charles Landi and seconded by Al Teetsel.

3 in favor, 0 opposed, 2 Absent (Smith, Tagliaferro). The Minutes were **UNANIMOUSLY APPROVED** by the Board.

Date: February 24, 2014