

**SEPTEMBER 22, 2014 REGULAR BOARD MEETING MINUTES**

**ULSTER COUNTY RESOURCE RECOVERY AGENCY**

**MINUTES OF THE REGULAR BOARD MEETING**

SEPTEMBER 22, 2014

The Ulster County Resource Recovery Agency held a Regular Board Meeting on September 22, 2014 at 999 Flatbush Road, Town of Ulster, NY.

The proceedings were convened at 5:00 pm.

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

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

**PUBLIC COMMENT**

Leon Smith opened the meeting up for Public Comment.

Cindy Lanzetta from the League of Women Voters and Material Management Committee Chair commented on what a beautiful job was done and how easy it was to find information on UCRRA's new website. The only thing she suggested was to add dates for the regular meetings and Agendas. Timothy Rose commented about how the kinks are still being worked out and that Townsquare Media was the company who UCRRA is working with on the site.

Town of Rochester Supervisor, Carl Chipman, read and commented about a letter he wrote dated September 18, 2014 and a Resolution passed by the Ulster County Association of Town Supervisors and Mayors on September 16, 2014. The Ulster County Association of Town Supervisors and Mayors are requesting the towns not to be charged a pull fee or bin rental fees for recyclables. They also think costs should be shared by all by raising the tipping fees for everyone by \$2.00 per ton or by the county handling those costs by paying a net service fee equal to that amount.

**CHAIRMANS COMMENTS**

No Chairman's comments were given.

**APPROVAL OF MINUTES**

The minutes of the August 25, 2014 Regular Board Meeting were moved by Leon Smith and seconded by Charles Landi. 3 in favor, none opposed, two absent (Nilsen/Tagliafierro).

**COMMUNICATIONS AND ANNOUNCEMENTS**

A Public Hearing has been scheduled for Tuesday, October 14, 2014 at 5:00 PM. David Gordon asked if 5:00 PM was the best time to engage the public and Leon Smith stated that there has never been any complaints from the public about time.

The next Regular Board Meeting has been scheduled for Monday, October 27, 2014 at 5:00 pm to approve the 2015 Budget.

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### **GENERAL REPORTS**

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

#### **MSW**

The MSW target tons for August were about 11,700 tons and brought in was 10,500 which was a difference of 1,150 roughly. He stated we were one work day short in August from last year which we usually do 500 or more tons a day.

#### **RECYCLING TONNAGE**

The Recycling tonnage report, was compared to the prior year. Last August for commingle we did 128 tons and this year we did 50; glass was 38 tons and this year it is 45; mixed news was 146.5 tons and this year 119; Single stream was 623 tons and now it is 488; OCC was 241 tons and this year roughly 195.

#### **COMMODITY REPORT**

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

Charles Landi moved. David Gordon seconded. 3 in favor. None opposed. 2 absent (Nilsen/Tagliafierro).

#### **LEACHATE COLLECTION**

Last month there was a spike in July for leachate due to precipitation and you can see how it dropped in August due to no rain. At Ulster it was 365,000 gallons in July, and in August we dropped down to 71,000. At New Paltz, in July we did 189,000 gallons and in August we dropped down to 77,000.

#### **RECYCLING PROGRAM UPDATE**

Michelle gave the Board a packet of all her updates.

Enclosed in the packet was a flyer for the upcoming Hazardous Waste and Pharmaceutical Waste Collection Event at the UCRRA in Kingston. She stated that there are over a 100 residents signed-up. Residents are encouraged to bring in nonperishable food donations and textiles for distribution to Ulster County food pantries for families in need.

Michelle also stated that the Agency's electronics recycling program at the Kingston facility has provided 2,838 Ulster County residents, businesses with less than 50 employees and non-profit organizations with less than 75 employees with recycling services for used electronic equipment since program inception. We are working with a new vendor so there shouldn't be any more electronics piling up.

Michelle was contacted by a Phil Halloway of Empire Zero, an organics collection/hauling company who is looking to expand his business to Ulster County.

Michelle stated we will continue to add and edit content to the website so that latest information is available to the public. She stated if anyone had any suggestions, please contact us.

Michelle noted 77 gas stations were sent the recycling enforcement letter. Tom Briggs, the Agency's Compliance Officer visited 47 of the stations; 22 of them were equipped with recycling receptacles. Tom has been meeting with the gas station managers and a packet has been distributed to each site containing a letter

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citing the violation, copy of the Ulster County Mandatory Source Separation and Recycling Law, Waste Reduction and Recycling Guide for Gas/Service stations and labels for their bins. Responses have been mostly positive.

Charles Landi talked about in the last meeting where it was talked about the Grants and since Bill Kimble's press release Teri Liabach from the DEC sent a letter in response which outlined all the things that the Board was looking for regarding the Grants. Charles Landi asked if it outlined all of the Grants and Michelle stated all accept the two that are on the wait list which are Food Waste which is \$204,500 and for Recycling Coordinator and education in the amount of \$155,000 which she emailed to everyone that information.

### **FINANCIAL MATTERS**

Tim DeGraff presented the Treasurer's Report for the month of August. We had 10,546 tons and total revenue of \$1,271,863. Total expense for the month of August was \$1.02 million resulting in Net Operating Revenues \$251,458. For expenses, one item of note was that personnel costs were higher, \$265,720, due to 3 payrolls in August. Also, we made our last debt service payment of the year of \$149,503. Our fund balance for the month was \$101,955, year-to-date we are at a deficit of \$1.023 million.

Leon Smith made a motion to approve the August, 2014 Treasurer's Report, Charles Landi moved and David Gordon seconded. 3 in favor. None opposed. 2 absent (Nilsen/Tagliafierro).

### **MRF COST CENTER ANALYSIS**

Tim DeGraff stated August was good month because we sold plastic loads in the amount of \$23,051. Total revenue for the month was \$61,999. Expenses were a little higher for personnel costs because of the 3 payrolls, \$20,851. Our net income for the month before depreciation was \$22,731 and after depreciation it was \$11,696. For the year, before depreciation we were at \$105,305 and after were \$17,025.

### **Resolution No. 2331 – Re: Authorizing the Opening of an Agency Bank Account with Catskill Hudson Bank;**

This resolution approves the opening of an Agency Banking Account with Catskill Hudson Bank and that the Executive Director or Controller shall be authorized to sign all checks for the payment of money up to the amount of \$4,000.00, and any two of the positions of Chairman, Vice Chairman, Treasurer or Executive Director shall be authorized to sign all checks for the payment of money in excess of that amount, except that no checks shall be issued except for expenses duly authorized by the Agency and for which sufficient funds are appropriated in the Agency Budget.

Charles Landi moved to the floor Resolution No. 2331; Motion to approve was made by Charles Landi and seconded by David Gordon. 3 in favor. None opposed. 2 absent (Nilsen/Tagliafierro).

### **ADMINISTRATIVE MATTERS**

#### **OLD BUSINESS**

Leon Smith and Tim Rose had a meeting with the Supervisors Committee and then had a meeting with the Environmental Committee. The discussion at both meetings were regarding issues with the Towns, pull charges and rental fees. Leon stated that Mr. Chipman's letter sums up what the Towns are looking for. At the Environmental Committee meeting two things were discussed; the County taking over trucking from Towns and delivering to us but they didn't seem in favor of recommending that. The next discussion was on tipping fees, that it should be raised to 92% of people to support 8% of the business that they get from the Towns and Leon stated no recommendations were made and no official resolutions were made.

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The Board had some discussion of getting out of the roll-off business and the private sector taking it over. Also, discussed the net service fee.

Charles Landi was wondering if there would be any savings and asked if Tim Rose could make a list of savings if we were to get out of the roll-off business.

Internal Audit meeting is scheduled for Wednesday, September 24, 2014.

### NEW BUSINESS

The Board discussed a letter received from a hauler regarding the interest fees they received on their account to be waived. Tim DeGraff stated that they are 60 days overdue every month. Board decided not to waive the fee.

Charles Landi went with Manna Jo Greene for a tour to a Shabazz Jackson's composting operation in New Paltz. Shabazz wanted to contact UCRRRA to see what the agency is doing. Charles Landi stated he was not impressed with his operation. Shabazz Jackson is receiving material from Royal Carting. His location is good and his composting is on a farm.

Carl Chipman wanted to say thank you for consideration and wanted us to remember we are a Public Benefit Corporation.

**MOTION to ADJOURN** the September 22, 2014 Regular Board Meeting at 5:53 pm was made by Charles Landi and seconded by David Gordon. 3 in Favor. None opposed. 2 absent (Nilsen/Tagliafierro).

The above transcribed Minutes of the September 22, 2014 Regular Board Meeting were moved by Charles Landi and seconded by Dominic Tagliafierro.

**Five** in favor. **None** opposed. **None** Absent. The Minutes were **UNANIMOUSLY APPROVED** by the Board.

Date: October 27, 2014