

**ULSTER COUNTY RESOURCE RECOVERY AGENCY**  
**MINUTES OF THE REGULAR BOARD MEETING**  
**SEPTEMBER 23, 2015**

The Ulster County Resource Recovery Agency held a Regular Board Meeting on September 23, 2015, 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; Vice Chairman Catherine Nilsen; Treasurer Charles Landi; Member Dominic Tagliafierro (absent) and Member David Gordon (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; and Administrative Assistant Melinda France.

From the public: Shawn Buckes from Summit Bobcat; John Parete, Ulster County Legislature and William Kemble from the Daily Freeman.

**PLEDGE OF ALLEGIANCE**

**PUBLIC COMMENT**

Leon Smith opened the meeting up for Public Comment.

No public comment.

**CHAIRMAN’S COMMENTS**

**APPROVAL OF MINUTES**

The Minutes of the August 26, 2015, Regular Board Meeting were moved by Charles Landi and seconded by Catherin Nilsen. 3 in favor. None opposed. 2 absent (Tagliafierro & Gordon).

**COMMUNICATIONS AND ANNOUNCEMENTS**

A Public Hearing regarding the Agency’s Draft 2016 Budget is scheduled for Wednesday, October 14, 2015 at 5:00 pm, here at the Agency and the next Regular Board Meeting is scheduled for Wednesday, October 28, 2015 at 5:00 PM.

**GENERAL REPORTS**

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

## **MSW**

Tim Rose stated that MSW target tons for August was 10,422 tons and the Agency brought in 10,719 ton for a positive of 297 tons. Year-to-date MSW is to the good of 965 tons.

Tim Rose stated that Tim DeGraff did a great job on forecasting.

## **RECYCLING TONNAGE**

The Recycling tonnage report was compared to the prior year. Last August for commingle we did 51 tons and this year we did 49; glass was 46 tons and this year it is 64; mixed news was 119 tons and this year 122; Single Stream last year was 488 tons and now it is 729; OCC was 194 tons last year and it is down to 102 this year.

Charles Landi wanted to know about marketability of the Single Stream. Tim Rose and Charlie Whittaker stated depending on where it goes it is \$5 or \$7 a ton and we do not pay for trucking.

Charles Landi wanted to know if the Agency ever visited the MRF where Single Stream is separated. Tim Rose stated yes, he went to Waste Connections in Albany and Recommunity in Beacon. Charles Landi wanted to know what it would take to bring the Agency's MRF up to speed. Tim Rose stated the last figure he received was \$1.2 million and that is a ball park figure. Charlie Whittaker stated that if commodities start going up, you will see that number drop and the Agency cannot guarantee the volume so the Agency would be investing in something that has no guarantee. Charlie Whittaker stated that the Agency only gets Single Stream because it is low. Tim Rose stated that there was a study done on what to do with the MRF, by Dvirka and Bartilucci, and their conclusion; was in their opinion not to do any retrofit to the MRF at all. Charlie Whittaker stated along with \$7 a ton, the Agency still needs to pay manpower, service on the equipment and other costs. Charlie Whittaker stated the Agency is loading 6 to 7 trucks a day and has gone from a part-time Single Stream loading place to a full-time loading place.

## **COMMODITIES REPORT**

Tim Rose noted the commodities report is in the Board packet. This shows who we sold what to and the prices. Tim stated that NR means no response.

Leon Smith moved to approve the Commodities Report. Motion to vote was made by Charles Landi and seconded by Catherine Nilsen. 3 in favor. None opposed. 2 absent (Tagliaferro & Gordon).

## **LEACHATE COLLECTION**

Tim Rose noted that last year in August we did 71,000 gallons and this year we did 18,000 out of Ulster and last year in August we did 77,000 gallons and this year we did 49,000 out of New Paltz.

Tim Rose stated that it was a dry summer.

## **RECYCLING PROGRAM UPDATE**

Merlyn Akhtar handed out a packet with some information regarding herself, an update on recycling outreach, Household Hazardous Waste and Pharmaceutical Waste Collection and the composting program.

Merlyn stated that she worked at the NYS DEC as an Environmental Program Specialist for Region 2 and she handled projects involving recycling and organics management. She stated she has a Bachelor of Science in Environmental Science, a Master of Science in Environmental Management, and a Juris Doctorate from Vermont Law School. She stated she grew up in the Hudson Valley and has been interested in the environment since she was 12 or 13 years old. She stated she has done different internship projects with environmental non-profits, worked in environmental laboratories, policies, and public outreach. She stated she is excited and believes there has to be ongoing education with recycling and should never stop.

She stated, as of outreach, that she and Melinda France went out to all MRDC (Municipal Recycling and Disposal Centers) in Ulster County but three locations which will be visited on Friday. Merlyn stated that she introduced herself, handed out her business card, distributed updated recycling brochures; recycling and trash receptacle decals; and flyers regarding the SHARPS Program, Permanent Location for Medication Disposal, Alternatives to Common Household Products and the upcoming Household Hazardous Waste and Pharmaceutical Collection (**which she handed out to the Board**).

The HHW (Household Hazardous Waste) and Pharmaceutical Collection is scheduled for Saturday, October 17<sup>th</sup>, from 8 am-2 pm here in Kingston. This is a free event and open to Ulster County residents only. She stated residents are encouraged to bring donation of shelf-stable food, paper goods, cleaning supplies, personal hygiene products, clothing and linens/bedding to benefit local charities. She also stated that the flyer has been posted to the Agency's Facebook page.

Regarding the composting program she stated that it has been very successful. She stated the Agency's engineering firm is preparing an application to have the permit modified to increase the amount of food waste that is allowed to be accepted. She stated that the Agency is just over 440 tons and would like to increase the amount to 1,000 tons a year.

She stated on the National level, last week the USDA and EPA announced their first-ever national food waste reduction goal. Merlyn included the press release in her packet.

Charlie Whittaker stated the Agency sold 440 tons of compost. He also stated that there is a lot of compliments regarding the compost.

**Resolution No. 2364 Re: Authorizing the Chairman of the Ulster County Resource Recovery Agency to Execute an Amendment to the Service Agreement with the County**

Leon Smith asked if the Board was ok with John Parete, UC Legislature to speak about this Resolution. The Board was ok with that.

John Parete stated that he has a fondness for the Agency and the more that the County and the Agency can work together the better. He also stated that he and Richard Gerentine presented to the Board the idea about working together on projects and that the Agency might want the support of the Legislature which would make it easier to accomplish projects like C&D recycling or major composting investment. He believes this Resolution, will help moving down the road, to working together and to show the public that there is a lot of support here and would show how the Agency is doing a good job.

Tim Rose said thank you to John Parete's comments.

Leon Smith stated this Resolution authorizes him to sign the amendment to the contract where any bonding over half of million dollars would need approval of the Legislator to move forward and he feels it will allow the County and the Agency to work together on more projects.

Catherine Nilsen stated this is a good checks and balance to go forward.

Tim Rose stated that \$500,000 is a good number and will not affect operations in any manner and he is comfortable with that number.

Ken Gilligan stated the Agency can always amend the number again.

Leon Smith moved to the floor **Resolution No. 2364**; Motion to vote was made by Catherine Nilsen and seconded by Charles Landi.

**Roll Call to vote was made by Kenneth Gilligan. LEON SMITH-YES; CATHERINE NILSEN-YES; CHARLES LANDI-YES; DOMINIC TAGLIAFIERRO-ABSENT and DAVID GORDON-ABSENT.**

3 in favor. None opposed. 2 absent (Tagliafierro & Gordon).

### **FINANCIAL MATTERS**

Tim DeGraff presented the August, 2015 Treasurer's Report. MSW was 10,719 tons for the month of August and sludge tons were 387. He mentioned that sludge tons were up due to the City of Kingston having some issues with their pelletizer. No items to note on the expenditure lines. Total revenue was \$1,261,280. Total expenditures were \$838,442. Net operating revenues of \$422,838. Last Debt Service Payment of \$117,695; and fund balance for the month is \$305,143. Year-to-date fund balance deficit is \$1,375.

Leon Smith made a motion to approve the August, 2015 Treasurer's Report, Charles Landi moved and seconded by Catherine Nilsen. 3 in favor. None opposed. 2 absent (Tagliafierro & Gordon).

### **MRF COST CENTER ANALYSIS**

Tim DeGraff stated in August the Agency did sell \$4,021 in Single Stream. Total sale of recyclables was \$22,117. No real items to mention on expense side. The net loss for August before depreciation was \$4,871 and after depreciation was \$15,906; year-to-date net loss before depreciation was \$104,357 and after depreciation \$192,637.

### **ADMINISTRATIVE MATTERS**

**Resolution No. 2360 Re: Authorizing and Approving Award of Contract of Municipal Sewage Sludge Disposal Services**

Tim Rose stated that the Agency went out to bid. Only two landfills responded to the bid; Chemung Landfill and Seneca Meadows. Seneca Meadows was around the same number relatively close; within a few dollars of each other. He said that they went out for the trucking bid and tried matching up trucking with disposal to see which would be the best match. Only two trucking bids came in. One trucking company only bid on Seneca and did not want to go to Chemung.

Charles Landi wanted to know how much farther Chemung is. Tim Rose responded that it is closer than Seneca Meadows by about 50-55 miles. Chemung is out by Elmira.

Charlie Whittaker and Tim Rose stated that they visited Chemung Landfill on Friday and agreed it was a very well run landfill.

Tim Rose stated the next Resolution is about transportation services. MBI bid on going to both landfills and Riccelli Enterprises bid on only going to Seneca and their numbers were up around \$80 a ton. No comparison, he stated.

Tim Rose stated when Tim DeGraff sat down and ran the numbers the best deal for the Agency was with MBI going to Chemung. He said it is still higher than what the Agency is paying now. Charlie Whittaker and Tim Rose stated they called other companies to bid and received no other bids.

Tim Rose added in addition they will get 70 gallons of fuel.

Charles Landi asked if tolls are the same. Tim Rose stated there are no thruway tolls.

Tim Rose added that the contracts are for 5 years starting January 1, 2016.

Charles Landi wanted to know if the Agency should be concerned about vendors.

Tim Rose stated people don't like taking sludge. Charles Landi asked if pelletizing consolidate the sludge so it becomes a saleable product. Tim Rose stated that he believes that is what the City of Kingston does. He also stated that the Agency applied for a permit modification until December 26<sup>th</sup> to take in more sludge due to the City of Kingston pelletizer being down.

Leon Smith moved to the floor **Resolution No. 2360**; Motion to vote was made by Charles Landi and seconded by Catherine Nilsen. 3 in favor. None opposed. 2 absent (Tagliaferro & Gordon).

**Resolution No. 2361 Re: Authorizing and Approving Award of Contract for Municipal Sewage Sludge Transportation Services**

Leon Smith stated this was previously discussed with the previous Resolution number 2360.

Leon Smith moved to the floor **Resolution No. 2361**; Motion to vote was made by Charles Landi and seconded by Catherine Nilsen. 3 in favor. None opposed. 2 absent (Tagliaferro & Gordon).

**Resolution No. 2362 Re: Authorizing and Approving the Purchase of Equipment**

Charlie Whittaker stated this Resolution is for an 850 Bobcat Skid Steer which is a heavy-duty skid steer and his goal is to use it down in the compost site. The other Bobcats are too small. He stated this is on the Capital Plan and it is to replace the 220 which will go down to New Paltz. He stated there is a little extra with this skid steer; a snow blower, sweeper and a root grapple. He stated the root grapple will help pick cardboard more efficiently. He stated that this machine has a 12 foot reach and 92 horsepower and the hopper/screener is about 10 feet off the ground with the 220 and the 630 can't quite load that screener but with the 850 Bobcat the Agency can. He stated that this would be 50% reimbursable with the Recycling Grant.

Tim Rose stated that he checked with the DEC about the grant and it would be 50% reimbursable. He stated Merlyn will be in charge of filling out all the paperwork for the grant to get reimbursement.

Leon Smith wanted to know what is going to be done with the old one. Charlie Whittaker stated it is going down to New Paltz. He stated the Agency has a '90 and '94 that he talked about with Tim Rose about putting out to bid.

Charles Landi wanted to know how many hours are on the machines sent to New Paltz. Charlie Whittaker believes the hours are about 6,000-7,000. The '90 needs a fuel pump. The '94 is a pretty good running machine with newer tires and the sweeper which he believes should get a good fair price.

Tim Rose stated this is being bought off of State bid.

Leon Smith moved to the floor **Resolution No. 2362**; Motion to vote was made by Charles Landi and seconded by Catherine Nilsen. 3 in favor. None opposed. 2 absent (Tagliaferro & Gordon).

**Resolution No. 2363 Re: Authorizing and Approving the Purchase of Equipment**

Leon Smith stated this is a small Bobcat that the Agency can use to go around the property to pick-up stuff and for yardwork.

Charlie Whittaker stated the Maintenance guy goes around all the buildings, checks fire extinguishers, inspections on the bulk petroleum tanks, electrically issues and mows the lawns and he currently uses the pick-up trucks and leaves the vehicle idling. Would like to put him in something more fuel efficient. He stated it also has a dump body on the back.

Shawn Buckes from Summit Bobcat passed around a picture of the Bobcat.

Shawn Buckes stated the body dumps by a push of button, fully automatic, has high and low.

Tim Rose stated there are attachments that could be bought. He also stated this is off of State bid.

Leon Smith asked if Bobcat is the only one on State bid. Charlie Whittaker stated he wasn't sure because he always purchases from Bobcat. He said he also knows by talking to Dan Morgan and Shawn Buckes that Bobcat 4x4 is comparable to any 4x4.

Charlie Whittaker added that this piece of equipment has all the safety features and is enclosed.

Leon Smith moved to the floor **Resolution No. 2363**; Motion to vote was made by Charles Landi and seconded by Catherine Nilsen. 3 in favor. None opposed. 2 absent (Tagliaferro & Gordon).

### **OLD BUSINESS**

Charles Landi wanted Tim DeGraff to explain about the transition from Bank of America to Catskill Hudson Bank. Tim DeGraff stated there was a delay due to getting collateral set-up. He also said there was delay with collateral contracts being signed between Catskill Hudson Bank and M&T. He said collateral is required to be set-up before anything could be moved. He said everything was set-up about a month ago and 2 weeks ago the deposit capture machine was set-up.

Charles Landi asked about the reserve account and Tim DeGraff stated he would send out a spreadsheet. There was a brief discussion about preparing a report listing all the bank accounts and which one are the reserves.

### **NEW BUSINESS**

Leon Smith stated the Agency needs to address what should be done with the compactors at Saugerties since they didn't sign on. Tim Rose stated that he sent a letter to the 5 Towns who did not sign-on letting them know they can pull-out at any time and if the Agency didn't hear anything by the middle of December he would contact them and would schedule a final pick-up by the first or second week in January. If they were interested in purchasing the equipment they needed to send it in writing and would present it to the Board.

Leon Smith stated if we are going to sell them to somebody on a bid we would need to start that process soon. Tim Rose stated by November the Agency should go out to bid because the Town can keep the compactors until December 31<sup>st</sup>. Tim Rose stated that he would want whoever bought the compactor to remove the compactors themselves.

Ken Gilligan stated that the Agency should go out to bid in November and this would let the Agency know what they are valued at.

Brief discussion about the compactors; what to do with the compactors, going out to bid on the compactors, timeframe and what should be in the bid.

Leon Smith wanted to know if the Agency started working on health insurance. Tim Rose stated that mid-October the Agency receives the numbers.

Charles Landi wanted to know if the sale went through with the 10 roll-off boxes. Tim Rose stated yes.

Charles Landi noted that Supervisor Jim Quigley waived his right to buy the landfill from the RRA so the solar project can advance and he wanted to know if the Agency needs to help with installation or does this impact the Agency in anyway. Leon Smith stated the County will have to negotiate with the Agency to put the solar panels on the landfill. Ken Gilligan stated the Agency is owner of the landfill.

Katherine Nilsen went to BOCES orientation program this past week and they are starting a new composting program and were looking to plan a field trip. Katherine stated they might contact Merlyn regarding setting something up.

**MOTION to ADJOURN** the September 23, 2015, Regular Board Meeting at 6:05 pm was made by Charles Landi and seconded by Catherine Nilsen. 3 in favor. None opposed. 2 absent (Tagliafierro & Gordon).

The above transcribed Minutes of the September 23, 2015, Regular Board Meeting were moved by Charles Landi and seconded by Catherine Nilsen. 5 in favor. None opposed. 0 absent. The Minutes were UNANIMOUSLY APPROVED by the Board.

Date: October 28, 2015