

**ULSTER COUNTY RESOURCE RECOVERY AGENCY**  
**MINUTES OF THE REGULAR BOARD MEETING**  
**JANUARY 25, 2017**

The Ulster County Resource Recovery Agency held a Regular Board Meeting on January 25, 2017, at 999 Flatbush Road, Town of Ulster, NY.

The proceedings were convened at 4:44 pm.

The following Board members were present: Chairman Fred Wadnola; Vice Chairman David Gordon; Treasurer Charles Landi; Member Jack Hayes; and Member Brian Devine.

Also present were: Executive Director Timothy Rose; Counsel / Secretary Kenneth Gilligan; Controller Tim DeGraff; Operations Manager Charlie Whittaker; Recycling Coordinator Merlyn Akhtar (excused); Compliance Officer Tom Briggs; and Administrative Assistant Melinda France (covering for Merlyn Akhtar).

From the public: Clerical Secretary Brenna Whitaker (covering for Melinda France), William Kemble from the Daily Freeman.

**PLEDGE OF ALLEGIANCE**

**PUBLIC COMMENT**

No public comment.

**CHAIRMAN'S COMMENTS**

Fred Wadnola wished everyone a happy New Year.

**APPROVAL OF MINUTES**

The Minutes of the December 28, 2016 Regular Board Meeting were moved by Charles Landi and seconded by Jack Hayes. 5 in favor; 0 opposed; 0 absent.

**COMMUNICATIONS AND ANNOUNCEMENTS**

No communications.

Regular Board Meeting is scheduled for February 22, 2017 at 5:00 PM.

**GENERAL REPORTS**

Tim Rose presented the MSW, Recycling and Leachate Collection reports for December, 2016.

**MSW**

Tim Rose stated that the MSW target tons for December were 9,856 compared to the actual tonnage brought in which was 9,522 tons, a difference of 334 tons to the negative. Sludge target tons were 294 and 309 tons were brought in, with a difference of 15 tons to the good. Year-to-date: MSW is at

121,367 tons with a difference of 2,367 from the original target of 119,000. Sludge is at 3,979 tons with a difference of 1,379 from the original target of 119,000.

David Gordon enquired about the large difference between the sludge target tons and actual tons.

Tim Rose stated that it was due to the City of Kingston’s pelletizer being down.

David Gordon asked if the Agency would need to up its intake limit through the DEC.

Tim Rose said that it wouldn’t be necessary to request an increase from the DEC; if we reach our limit, the City of Kingston has an alternative location they can use.

**RECYCLING TONNAGE**

The Recycling tonnage report was compared to the prior year:

	THIS DECEMBER	LAST DECEMBER
COMMINGLE	42.84 TONS	61.11 TONS
GLASS	36.48 TONS	59.98 TONS
MIXED NEWS	83.46 TONS	134.11 TONS
SINGLE STREAM	746.68 TONS	843.30 TONS
OCC	115.50 TONS	122.07 TONS
FOODWASTE	208.25 TONS	72.12 TONS

**COMMODITIES REPORT**

Tim Rose explained the Commodities Report for December 2016. The report is included in the Board packet, showing who we sold what to and the prices. NR means no response.

Fred Wadnola moved to approve the Commodities Report. Motion to vote was made by Charles Landi and seconded by Brian Devine. 5 in favor, 0 opposed; 0 absent.

**LEACHATE COLLECTION**

Tim Rose stated that in December 2016 out of Ulster we did 154,000 gallons and last December we did 305,000 gallons. Out of New Paltz in December 2016 we did 169,000 gallons and last December we did 182,000 gallons.

**RECYCLING PROGRAM UPDATE**

Melinda France handed out a packet with her updates. Updates presented include:

- The MRDC (Municipal Recycling Drop-off Center) list was updated.
- A letter was sent out to the DEC for approval of the 2017 HHW dates (April 22<sup>nd</sup>, July 15<sup>th</sup>, and October 21<sup>st</sup>).
- A letter and packet of information was hand delivered to all the Town Transfer Stations providing updated information including our fee schedule, MRDC list, SHARPS calendar, pharmaceutical drop box locations, and HHW flyer. Tom Briggs assisted in the delivery of the packets.

- The 2016 Annual Recycling Report form was sent to the Towns, Vendor/Businesses, and Haulers. The report forms are to be returned no later than February 24<sup>th</sup>. Also, the 2016 Annual Recycling Report form was made available on the website.
- Melinda France and Tim Rose attended the HVRC meeting on January 18, 2017.
- The town of Bethlehem came in for a tour of our compost operations on January 20, 2017. The tour was conducted by Melinda France and Charlie Whittaker, with help from Willie Whittaker and Bill Parken.

## **FINANCIAL MATTERS**

Tim DeGraff presented the December 2016 Treasurer's Report. For the month of December, we did 9,522 tons. No items to note on the revenue side. Total revenue was \$1,117,243.

Expense line items of note:

- Personnel - costs are higher this month due to 3 payrolls, year-end compensated absences accrual, and the accrual half of a payroll from 2016 that was paid in 2017.

Total operating expenses were \$985,483, giving us a net operating revenue of \$131,760. Capital outlay for compost blowers was \$5,432. Fund balance for the month of December is \$126,328. Year-to-date fund balance is \$546,123.

Jack Hayes made a motion to approve the December 2016 Treasurer's Report. Brian Devine moved and seconded by Fred Wadnola. 5 in favor, 0 opposed; 0 absent.

## **MRF COST CENTER ANALYSIS**

Tim DeGraff presented the December 2016 MRF Cost Center Analysis report. Total sale of recyclables were \$43,760 for the month. Total expenses for the month were \$47,205. Net loss before depreciation was \$3,472; net loss after depreciation was \$12,615. Year-to-date, net loss before depreciation is \$37,057 and after depreciation is a net loss of \$146,773.

Tim Rose and Charlie Whittaker explained how the Agency decides when to sell our recyclables.

## **ADMINISTRATIVE MATTERS**

**Resolution No. 2402 regarding authorizing the Agency to close the MRDC Custody Account and transferring the monies to the Agency's Catskill Hudson Bank Operating Reserve Account.**

Tim Rose explained that there is \$96,000 leftover in an account from the 90's that was allocated to assist towns in building transfer stations. Some of the towns did not use all of the money available to them. Multiple letters were sent out to notify those specific towns that they still had funds available in the account. Since the contracts have expired, the money is no longer available to those towns. The Agency wants to close that account and move the money into the general funds account.

David Gordon suggested using that money to make improvements to town transfer stations that might have conditions that are damaging equipment.

Tim Rose stated that the funds were only meant to assist in constructing transfer stations during the original contract and not for future use by the towns.

Charlie Whittaker said that there aren't currently any town transfer stations that we service that are causing physical damage to the Agency's equipment.

Tim Rose added that if any of the transfer stations we service were damaging our equipment and were unwilling to fix the problem themselves, he would pull out of the agreement as directed by the Board in previous years.

Fred Wadnola moved to approve Resolution No. 2402, seconded by Jack Hayes. 5 in favor, 0 opposed; 0 absent.

### **OLD BUSINESS**

Fred Wadnola asked where the Agency is at with the Volvo loader that was ordered.

Tim Rose said that it is being manufactured right now and we should receive it in February.

Charles Landi inquired about status of the check to MBI that was lost in the mail.

Tim Rose said that payment on the original check was stopped after the December board meeting and a new check was issued to MBI.

Charles Landi stated that he spoke to someone at the Legislator's office regarding the Board reappointments and was told that the matter hasn't come to the floor yet.

Tim Rose said that the Board members whose terms are up will remain on the board until the legislature appoints new members, as per the Agency's Enabling Act.

Charles Landi asked about the open Scalehouse Operator position.

Charles Whittaker replied there are two open positions, and that he just started conducting interviews in conjunction with Tim DeGraff.

Charles Landi asked if new employees are made aware that their health insurance contribution is 15%.

Tim Rose replied that has been in effect since 2013.

Tim Rose stated that the bid opening for the solar flare and vent repairs at the Ulster Landfill is on Friday, January 27, 2017 at 2:00 pm. Tim Rose said that the repairs are necessary before construction can begin on the solar panels.

Brian Devine asked how long it would take for the work to be completed.

Tim Rose estimated that the work would probably take a week or two.

### **NEW BUSINESS**

No new business.

### **EXECUTIVE SESSION**

Fred Wadnola motioned to enter executive session re: union negotiations and to discuss employment and personnel matters at 5:42 PM, seconded by Jack Hayes. 5 in favor, 0 opposed; 0 absent.

Fred Wadnola made a motion to end Executive Session at 6:40 PM, seconded by Jack Hayes. 5 in favor, 0 opposed; 0 absent.

Fred Wadnola moved to approve **Resolution No. 2400 regarding reappointment of the Agency attorney for an additional 2 years**, seconded by Brian Devine. 5 in favor, 0 opposed; 0 absent.

Fred Wadnola moved to approve **Resolution No. 2401 authorizing the payment scale and approval of the Executive Director's contract through April 18, 2023**, seconded by Jack Hayes. 5 in favor, 0 opposed; 0 absent.

**MOTION to ADJOURN** the January 25, 2017 Regular Board Meeting at 7:37 pm was made by Jack Hayes and seconded by Brian Devine. 5 in favor, 0 opposed; 0 absent.

The above transcribed Minutes of the January 25, 2017 Regular Board Meeting were moved by Charles Landi and seconded by David Gordon. 3 in favor. None opposed. 2 absent (DEVINE, HAYES). The Minutes were APPROVED by the Board.

Date: February 22, 2017