

FEBRUARY 24, 2014 REGULAR BOARD MEETING MINUTES

ULSTER COUNTY RESOURCE RECOVERY AGENCY

MINUTES OF THE REGULAR BOARD MEETING

February 24, 2014

The Ulster County Resource Recovery Agency held a Regular Board Meeting on February 24, 2014 at 999 Flatbush Ave, Town of Ulster, NY.

The proceedings were convened at 5:00 pm.

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

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

Catherine Nilsen opened up the meeting for Public Comments.

No Public Comments

Catherine Nilsen closed the Public Comments.

CHAIRMAN'S COMMENTS

APPROVAL OF MINUTES

The minutes of the January 27, 2014 Annual Board Meeting were moved by Charles Landi and seconded by Al Teetsel. Three in favor. None opposed. Two Absent. The minutes of the January 27, 2014 Annual Board Meeting was approved.

The minutes of the January 27, 2014 Regular Board Meeting were moved by Charles Landi and seconded by Al Teetsel. Three in favor. None opposed. Two Absent. The minutes of the January 27, 2014 Regular Board Meeting was approved.

COMMUNICATIONS AND ANNOUNCEMENTS

The next Regular Board Meeting has been scheduled for Monday, March 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 8,332 which is 1,251 tons less than the projected tonnage of solid waste for January 2014. The Sludge tonnage in was 161 which is 51 tons more than the projected tonnage of sludge.

RECYCLING TONNAGE

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The Recycling tonnage report, looking back at last January for commingle we did 177 and this year we did 54. Glass was 74 and this year it is 56, mixed news was 142 and is now 115. Single stream was 213 and now it is 453. The OCC was at 301 and is now 217.

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. Three in favor. None opposed. Two Absent (Smith, Tagliafierro)

LEACHATE COLLECTION

The leachate collection report, in January of last year for Ulster we did 209,000 and this year we did 290,000. In New Paltz we did 189,000 last year and 141,000 for this year.

RECYCLING PROGRAM UPDATE

Michelle Bergkamp mentioned that the Electronics Recycling Program, and since we are a registered site with DEC, we do submit reports to them. For 2013 the total amount of material that was collected at the Agency and at our New Paltz Facility was 332,371 lbs total (approximately 166 tons). This is a good amount of material that was not sent out to the landfill. That total is not including the material collected at our Household Hazardous Waste Event.

Michelle has had some meetings lately regarding the Composting program as well as a meeting is set up for next week with regards to marketing our material. The Agency is certified through the US Composting Council Seal of Testing Assurance ("STA") Program. Through that program, the Agency is required to continue testing the material at certain intervals which is determined by how much material the Agency produces. We are also required to make those results available to whoever purchases our compost. Michelle is only aware of one other facility in this area that has this kind of certification. Another type of certification is OMRI Certification, which is Organic Materials Review Institute, an independent reviewer that certifies organic production and handling and processing of materials. To include both the OMRI stamp as well as the STA stamp on our material would be greatly beneficial as well as open up new markets for the compost product. Michelle is looking into getting that certification as well.

With regards to the Municipal Waste and Reduction and Recycling Grant Program, the total coordination and education costs approved by DEC were \$191,768.02 and the grant reimbursement for that program is 50%. Just like our Hazardous Waste Collection Programs so the Agency will be receiving \$95,884.01. The Agency is expecting to receive that shortly as we have already been approved.

The Hazardous Waste Assistance Program, we did receive last month \$33,054.85 for our grant period in 2013. That covered the three events held (April, July and October).

Michelle distributed the Product Stewardship Council Annual Report going over the leadership efforts in Product Stewardship Legislation in NYS. Thermostat Legislation has been approved for NYS and this allows for free recycling. Although we will be collecting this material at our HHW event, we will be putting it in a separate container because we can get it removed for free.

FINANCIAL MATTERS

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For the month of January we had 8,332 tons. The only item of note is that our Personnel costs included three payrolls. We did receive less tonnage this January in comparison to last year. However, this is a prime example of a flow control month versus a non flow control month. We took in 1,100 tons less than last year but our total revenue was up by almost \$67,000. Reduction in volume is a reduction in expenses but because of flow control, we get an increase in revenue. Net Operating revenue for January was \$142,522, which is approximately \$74,000 more than the previous January. Our fund balance for the month is \$131,000.

Al Teetsel made a motion to approve the January, 2014 Treasurer's Report, Charles Landi seconded. Three in favor. None opposed. Two Absent (Smith, Tagliafierro)

MRF COST CENTER ANALYSIS

Sale of Recyclables was \$45,633 for January. The net income after depreciation for January, because of the extra payroll, was a loss of \$4,784.

Resolution No. 2316 – Re: Approving the Flexible Benefit Plan for Employee Health Care Insurance;

The Agency has previously adopted a new Health Plan through Travers, O'Keefe (CDPHP HDEPO 2500 RX7 336) by resolution and the Agency has now been given the Flexible Benefit Plan allowing contributions from employees for health insurance to be tax exempt under the Internal Revenue Service Provision Section 125. This Resolution authorizes and approves the Flexible Benefit Plan.

Catherine Nilsen moved to the floor Resolution No. 2316; Motion to approve was made by Charles Landi and seconded by Al Teetsel. Three in favor. None opposed. One Absent (Smith, Tagliafierro).

Resolution No. 2317 – Re: Authorizing Transfer from Operating Reserve to Revenue Account for Debt Service Payment;

This resolution authorizes and directs the transfer of \$500,000 from the Operating Reserve to the Bank of America Revenue Account of the Operating Fund to pay the March 1, 2014 debt service payment.

Catherine Nilsen moved to the floor Resolution No. 2317; Motion to approve was made by Charles Landi and seconded by Catherine Nilsen. Three in favor. None opposed. One Absent. (Smith, Tagliafierro)

ADMINISTRATIVE MATTERS

OLD BUSINESS

Kelly Utter notified the Board that the changeover from Verizon to Time Warner Cable fiber optic PRI went fairly flawlessly. With a large changeover like we did there were a few minor issues that needed to be addressed after the installation but none of which impacted the performance of the system for any extended length of time. The Agency now has two back up lines which are maintained by Verizon for emergency situations. If the need arises and phone connectivity is lost due to any situation, Time Warner Cable can be contacted and instructed to forward all calls that come into the PRI to one of the backup lines.

NEW BUSINESS

EXECUTIVE SESSION

MOTION to enter into **EXECUTIVE SESSION** at 5:50 pm to discuss the Status of Negotiations under the Taylor Law was made by Charles Landi and seconded by Al Teetsel. 3 in Favor. 0 opposed. 2 Absent (Smith, Tagliafierro)

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MOTION to enter into **REGULAR SESSION** at 6:00 pm was made by Charles Landi and seconded by Al Teetsel. 3 in Favor. 0 opposed. 2 Absent (Smith, Tagliafierro)

MOTION to **ADJOURN** the February 24, 2014 Regular Board Meeting at 6:01 pm was made by Charles Landi and seconded by Al Teetsel. 3 in Favor. 0 opposed. 2 Absent (Smith, Tagliafierro)

The above transcribed Minutes of the February 24, 2014 Regular Board Meeting were moved by Charles Landi and seconded by Dominic Tagliafierro.

Three in favor, **none** opposed, **one** abstain (Smith) and **one** absent (Nilsen). The Minutes were **APPROVED** by the Board.

Date: March 24, 2014