

**ULSTER COUNTY RESOURCE RECOVERY AGENCY
MINUTES OF THE REGULAR BOARD MEETING
FEBRUARY 24, 2020**

The Ulster County Resource Recovery Agency held a Regular Board Meeting on February 24, 2020 at 999 Flatbush Road, Kingston, NY.

The proceedings were convened at 12:17pm.

The following Board members were present: Chair Fred Wadnola, Vice Chair Katherine Beinkafner, Treasurer Charles Landi, and Member JoAnne Myers. Member Lisa Mitten was absent.

Also present were: Counsel/Secretary Kenneth Gilligan, Executive Director Tim Rose, Controller Tim DeGraff, Director of Operations and Safety Charlie Whittaker, Recycling Coordinator Angelina Peone, Recycling Educator Melinda France, and Administrative Assistant Brenna Whitaker.

From the public: Reporter Bill Kemble from the Daily Freeman, Ulster County Legislator Manna Jo Greene, Ulster County Legislator Laura Petit, and Shabazz Jackson and Josephine Papagni of Greenway Environmental, and Scott Cortright of HO Penn.

PLEDGE OF ALLEGIANCE

No pledge of allegiance.

PUBLIC COMMENT

Shabazz Jackson voiced his concern that there was no record of the application he submitted to be appointed to the Board. He was also told that no other applications were received. He suggested the system failed somewhere.

Manna Jo Greene explained that there were mix ups due to a technical error as well as a change in staff. There were in fact multiple applications. The Legislature voted to move forward without considering those applications even though she requested they wait to vote until the applications had been reviewed. She added that the Legislature is implementing procedures to prevent such mistakes in the future.

Shabazz Jackson requested that the Recycling Oversight Committee be put on the Agency's Board Meeting Agenda each month so that they can discuss the Solid Waste Management Plan. He said that he would be the representative from the committee.

Discussion ensued between Shabazz Jackson and the Board as to why he feels that this is necessary, especially since the Board already has a representative sitting on the committee.

CHAIR'S COMMENTS

Fred Wadnola stated that the Board’s goal for this year should be finding a site for a landfill. He said that he does not believe regionalization will come to fruition at this point and the Board needs to be proactive because siting a landfill is a long process.

JoAnne Myers requested the Board be sure that they are continuing with the message “working toward zero waste” during this process.

APPROVAL OF MINUTES

Fred Wadnola motioned to approve the minutes of the January 27, 2020 Annual Organizational Meeting and the January 27, 2020 Regular Board Meeting. Moved by Charles Landi and seconded by JoAnne Myers. 4 in favor, 0 opposed, 1 absent (Mitten).

COMMUNICATIONS AND ANNOUNCEMENTS

Fred Wadnola stated that the next Regular Board Meeting will be held on Monday, March 23, 2020 at 12:00pm.

GENERAL REPORTS

Tim Rose presented the MSW, Recycling Tonnage, Recycling Market, and Leachate Collection reports:

MSW

	January 2020		
	Target Tonnage	Actual Tonnage	Difference
MSW	9,121 tons	10,445 tons	1,324 tons
Sludge	277 tons	277 tons	0 tons

Recycling Tonnage

	January 2020	January 2019
Comingle	106.32 tons	62.09 tons
Glass	58.16 tons	53.55 tons
Mixed News	95.03 tons	82.01 tons
Kingston City Hard Mix	97.08 tons	0.00 tons
Single Stream	0.00 tons	156.47 tons
OCC	183.79 tons	160.23 tons
Food Waste	530.15 tons	264.43 tons

JoAnne Myers asked Tim Rose how the meeting with the City of Kingston went.

Tim Rose replied that he and Charlie Whittaker had a good meeting with Julie Noble and Ed Norman. He said that they are switching over their commercial pick-ups to separate cardboard and paper, but they are working on a solution to residential.

Fred Wadnola asked what the Agency is being charged for the hard mix from the City of Kingston.

Charlie Whitaker responded that for the month of February it was \$90/ton.

Charles Landi voiced his concern that the City of Kingston is bringing the Agency single stream recycling under a new name and the Agency is no longer being paid for it.

Tim Rose replied that the hard mix is not the same as single stream, it only contains paper and cardboard.

Charles Landi stated that he believes the City of Kingston needs to be paying for the hard mix if the Agency is paying to get rid of it. He added that the Board never authorized the City of Kingston to bring this material at no cost to them. He also said he is concerned about how this effects the Agency's bagging operation.

JoAnne Myers said that the Board should tell the City of Kingston that if they do not discontinue bringing the hard mix to the Agency by a certain date, then the Agency will begin charging them. She continued that since mixed news alone has a charge as well, maybe the Agency needs to start charging all the towns for mixed news as well.

The Board as well as Tim Rose and Charlie Whittaker collectively discussed possibly changing the town contracts to include these costs, and how charging them may affect their budgets. They continued to discuss various ideas for how to handle the situation what timeline to use.

Recycling Market Report

Tim Rose stated that the Recycling Market Report shows the price the Agency was offered for each commodity. NR means no response.

Fred Wadnola motioned to approve the January 2020 Recycling Market Report. Moved by Charles Landi and seconded by JoAnne Myers. 4 in favor, 0 opposed, 1 absent (Mitten).

Leachate Collection

	January 2020	January 2019
Ulster	126,000 tons	273,000 tons
New Paltz	231,000 tons	87,500 tons

RECYCLING PROGRAM UPDATE

(1:12:45)

Angelina Peone gave the program update for the month of February:

Media Announcements

- Social Media: Spring Classes at UCRRA
- Print: Spring Classes at UCRRA
- Radio: None this month
- Other: Recording 11 New Commercials

Angelina explained the Agency's free spring classes which include two composting classes (intro & advanced) as well as a spring-cleaning class that will focus on hard to recycle/dispose of items. She added that all three classes are at capacity and there is a waiting list.

JoAnne Myers asked Angelina if the classes would be recorded and available to the public.

Angelina Peone responded that she and Melinda France have been in discussion about live streaming the classes. She added that anyone on the waiting list who is unable to get a spot in the class will receive a printed copy of the presentation.

Angelina Peone explained the Agency's spring partners in composting class that invites local businesses interested in composting their food waste to come tour the facility and learn more about the operation.

Outreach Education

- Public Presentations
 - 2/04/20 - Recycling Presentation for Cornell Cooperative Extension Staff Meeting
- Facility Tours
 - 2/28/20 - Tour of Recycling Facilities for New Paltz Special Education Life Skills Class
- Community Events
 - None this month
- Other
 - 2/03/20 - Meeting with DEC and Envirocon regarding school recycling programs in Ulster, Sullivan, Orange Counties
 - 2/10/20 - Meeting with Saugerties Kiwanis Club regarding recycling and composting at community events

Electronics Recycling Program

- Month of January, 2020
 - Residents: 322
 - Businesses: 15
 - Government Entities: 1
 - Non-profit Organizations: 6

Compost

- Developing new media: New Partners in Composting Guide and Posters for businesses, and a Backyard Composting Guide for residents
- Developing new marketing strategies for bulk/bagged compost

Site Visits

- 2/27/20 - Site Visit to Hutton Brickyards regarding composting

Reports

- 2019 Electronics Recycling Report (514,312 lbs.)
- 2019 HHW Collection Event Report (27,631 lbs. and 6,696 gallons)
- 2019 Organics Recycling Report (1762 tons compost sold, 4620 tons organics)
- 2019 Ulster County Annual Recycling Report (results pending 350+ active surveys)

Melinda France explained the Electronics Recycling Report, and how the Agency gets their numbers. She stated that since the program started in 2015, the Agency has recycled over 2 million pounds of electronic waste.

Professional Development

- 2/11/20 - Webinar-Best Practices for Diverting, Preventing and Managing Wasted Food

Miscellaneous

- Coordinating 2020 Household Hazardous Waste Collection Events
- 2019 HHW Grant Assistance Submitted (Total match: \$64,369.51)

Preview

- 3/3/20 - Climate Action Through Zero Waste at SUNY New Paltz
- 3/11/20 - Informational Open House for Ulster County Public Schools Superintendents, Principals, PTA Presidents and Eco/Green Clubs
- 3/21/20 - Gardiner Go Green Event, followed by Saugerties Public Library Saugerties Goes Green Presentation
- 3/26/20 - Spring Cleaning Class at UCRRA
- Begin annual site visits to Municipal Recycling Drop Off Centers (MRDC)

Fred Wadnola requested that Angelina Peone and Melinda France reach out to the School Boards in order to get into the schools.

FINANCIAL MATTERS

Tim DeGraff presented the January 2020 Treasurer's Report and MRF Cost Center Analysis.

Treasurer's Report

For the month of January, the Agency's MSW tons were 8,172 and C&D tons were 2,273. No revenue line items of note. Total revenue for the month of \$1,261,757. Expense line items of note: MSW Hauling Private Contracts was \$384,027 due to contractual increases; Closed Landfill Monitoring was \$10,713 due to road repairs at UCLF and an increase in taxes due to the solar farm; Capital Outlay was \$49,642 for the final lease payment on the L90H loader. Total expenses for the month of \$1,118,236. Net operating revenue was \$143,521. For the month of January, the fund balance was a positive \$93,879.

Fred Wadnola motioned to approve the January 2020 Treasurer's Report. Moved by JoAnne Myers and seconded by Charles Landi. 4 in favor, 0 opposed, 1 absent (Mitten).

MRF Cost Center Analysis

(1:30:50)

For the month of January, tipping fees were \$0. The total sale of recyclables was \$6,395. Tim D explained a minor formatting change to the report for 2020, adding a line item cost for hard mixed news disposal. He also explained that MRF msw is residual msw from the recycling building that is moved to the transfer station. Total transport/disposal costs for January was \$20,431. Fred W pointed out that most of those costs related to the hard mix from the City of Kingston. Total personnel expenses were \$33,070. Total operating expenses were \$10,370. Total personnel/operating costs were \$43,440. Net loss for the month of \$57,476.

The Board and staff discussed how it would be possible to help the MRF survive on its own.

JoAnne Myers mentioned how the current health crisis may impact the Agency and the MRFs operations.

ADMINISTRATIVE MATTERS

Resolution No. 2496 RE: Authorizing and Approving the Purchase of a 2019 New Caterpillar Inc Model: D5K2 XL Track Type Tractor

(1:40:39)

Charlie Whittaker introduced Scott Cortright, Machine Sales Specialist from HO Penn and gave some information about the dozer and how it will greatly increase productivity and eventually be a cost savings.

Scott Cortright explained how HO Penn's service and warranty works.

Fred Wadnola motioned to approve Resolution No. 2496 RE: Authorizing and Approving the Purchase of a 2019 New Caterpillar Inc Model: D5K2 XL Track Type Tractor. Moved by Charles Landi and seconded by JoAnne Myers. 4 in favor, 0 opposed, 1 absent (Mitten).

Resolution No. 2497 RE: Authorizing and Approving the Purchase of a 2019 New Caterpillar Inc Model: CS54B-MN Compactor

Charlie Whittaker explained that this roller machine is to go alongside the dozer, because both machines work together.

Charles Landi asked Tim DeGraff how the purchase of these two machines affects the Agency's fund balance since they were not on the capital plan.

Tim DeGraff replied that the money is coming from last year's surplus fund balance.

Fred Wadnola motioned to approve Resolution No. 2497 RE: Authorizing and Approving the Purchase of a 2019 New Caterpillar Inc Model: CS54B-MN Compactor. Moved by JoAnne Myers and seconded by Charles Landi. 4 in favor, 0 opposed, 1 absent (Mitten).

Resolution No. 2498 RE: Authorization for Revision of Compliance Officer Job Description

Fred Wadnola explained the revised job description, which will place more emphasis on enforcement of the County's recycling law.

Tim Rose said that the reason the change needs to be approved by the Board is that the salary is changing. He stated that the advertising will start immediately.

Fred Wadnola added that new Compliance Officer will work very closely with Angelina Peone.

Tim Rose stated that this person will have their own spot on the agenda each month.

Fred Wadnola motioned to approve Resolution No. 2498 RE: Authorization for Revision of Compliance Officer Job Description. Moved by Charles Landi and seconded by JoAnne Myers. 4 in favor, 0 opposed, 1 absent (Mitten).

OLD BUSINESS

Tim Rose said that Barton & Loguidice will be wrapping up their conceptual study shortly and will be doing a presentation for the Board on the Eco Park which will include estimated costs for each part. He is hoping the presentation will be at the March meeting.

Fred Wadnola stated that he is working on the contract employee evaluations. He added that the Eco Park should be on the back burner and siting a landfill needs to be a priority.

Charlie Whittaker said that when the Agency receives its new screener, the exposure to compost odors will be reduced greatly.

Fred Wadnola recommended to the Board that all Agency vehicles have GPS trackers installed.

Tim Rose said that he will have to check with the union representative.

Charlie Whittaker responded that the new radios in the vehicles have the ability to use GPS tracking.

Charles Landi asked Tim Rose for an update on the Local Solid Waste Management Plan.

Tim Rose responded that it has been forwarded to the DEC for review.

NEW BUSINESS

Tim Rose told the Board that there will be a resolution coming to amend the procurement policy as it relates to exempt purchases

ADJOURN

Fred Wadnola motioned to adjourn the February 24, 2020 Regular Board Meeting. Seconded by Katherine Beinkafner. 4 in favor, 0 opposed, 1 absent (Mitten).

The meeting was adjourned at 2:21pm.

April 27, 2020

Motion to approve the above transcribed Minutes of the February 24, 2020 Regular Board Meeting was made by Fred Wadnola, moved by Charles Landi and seconded by Katherine Beinkafner. Absent: N/A

Roll Call Vote

Wadnola: Aye

Beinkafner: Aye

Landi: Aye

Myers: Aye

Mitten: Aye

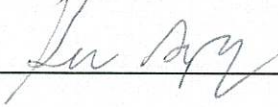
The Minutes were approved by the Board.

Transcribed by: Brenna Whitaker, Administrative Assistant. Meetings are recorded and available upon request.

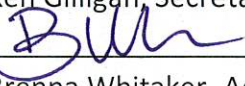
Signatures:



Fred Wadnola, Chair



Ken Gilligan, Secretary



Brenna Whitaker, Administrative Assistant