

**ULSTER COUNTY RESOURCE RECOVERY AGENCY
MINUTES OF THE REGULAR BOARD MEETING
OCTOBER 26, 2020**

The Ulster County Resource Recovery Agency held a Regular Board Meeting on October 26, 2020. This meeting was at the Agency's Main Office located at 999 Flatbush Road, Kingston, NY 12401. There was also a call-in audio option available through WebEx.

The proceedings were convened at 12:00pm.

The following Board members were present: Chair Fred Wadnola (arrived at 1:06pm), Vice Chair Katherine Beinkafner, Treasurer Charles Landi, Member JoAnne Myers, and Member Lisa Mitten.

Also present were: Counsel/Secretary Kenneth Gilligan, Acting Executive Director/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, and Ulster County Legislator Manna Jo Greene.

PLEDGE OF ALLEGIANCE

PUBLIC COMMENT

None.

CHAIR'S COMMENTS

The meeting was run by Vice Chair Katherine Beinkafner in Chair Fred Wadnola's absence. She had no comments.

APPROVAL OF MINUTES

Katherine Beinkafner motioned to approve the Minutes of the October 5, 2020 Public Hearing. Moved by Charles Landi, seconded by JoAnne Myers. 4 in favor, 0 opposed, 1 absent (Wadnola).

Katherine Beinkafner motioned to approve the minutes of the October 5, 2020 Regular Board Meeting. Moved by Lisa Mitten, seconded by JoAnne Myers. 4 in favor, 0 opposed, 1 absent (Wadnola).

COMMUNICATIONS AND ANNOUNCEMENTS

Katherine Beinkafner stated that the next Regular Board Meeting will be held on Monday, November 23, 2020 at 12:00pm.

JoAnne Myers said that she will not be able to make it to that meeting.

The Board collectively decided to move the next Regular Board Meeting to November 30, 2020 at 12:00pm.

RECYCLING PROGRAM UPDATE

Angelina Peone presented the Board with a summary for the month of October. She stated the focus for the month is the safe disposal programs for sharps and medications.

Melinda France explained that the DEA's National Prescription Drug Take Back Day was celebrated on October 24, 2020. The program aims to provide a safe, convenient, and responsible disposal of prescription drugs as well as to educate the public about potential abuse of medication. According to a 2018 survey of national drug use, 9.9 million Americans misuse controlled substances. The study found that the majority of medicine was obtained from family and friends. *Takebackday.dea.gov* has a list of registered drop off locations as well as more information about the program. Improper use and storage of pharmaceuticals threatens public health and the health of the environment. The public does not need to wait for a take back day to dispose of pharmaceuticals properly. Most police stations in Ulster County as well as SUNY Ulster and SUNY New Paltz campuses have permanent drop boxes. A list of these locations can be found on the Agency's website.

Angelina Peone said that sharps are single use medical needles, syringes, lancets, etc. These items do not belong in the recycling bin. Not only do sharps contaminate recycling, but they pose serious risks to the workers who become exposed to them. It is estimated that 45% of injuries at recycling centers are caused by needles. The Solid Waste Association of North America claims that concerns about needle stick injuries are on the rise due to an aging population with conditions that require at home care as well as confusion about the safe disposal options for sharps. All hospitals and nursing homes in New York State are mandated by law to accept home use medical needles as a free community service. The Agency maintains a list of these facilities on its website. Sharps should be stored in an FDA approved puncture proof sharps container which are available at pharmacies, medical supply companies, healthcare providers, or online. Some community guidelines including resources by DEC and the Health Department suggest using a heavy duty plastic household container as an alternative when an FDA approved sharps container cannot be purchased. Laundry detergent containers are leak resistant and remain upright with a tight fitting puncture resistant lid. There are obvious disadvantages to using these kinds of containers including them being recyclable as well as the opportunity for them to be mislabeled or improperly discarded, therefore the Agency always promotes the use of the red FDA approved sharps containers. Though the Agency accepts a relatively low volume of recyclables, there is always a risk for the staff to encounter sharps. Charlie Whittaker directs an extensive staff training program, and the Agency has discovery protocols for when sharps are found. The Agency works with a safe disposal vendor for if and when sharps come in with recycling.

Charles Landi asked what the purchase from Uncle Jim's Worm Farm is on the invoices and expenditures report.

Angelina Peone replied that red wiggler worms are good for home composting because they can eat a lot of food scraps. The Agency purchased a worm bin under the home composting education grant so

that it can be added to its demonstrations. When school visits are able to begin again the staff will be able to bring the worm bin along which children enjoy.

GENERAL REPORTS

Tim DeGraff presented the MSW and Recycling Tonnage reports:

MSW

	September 2020		
	Target Tonnage	Actual Tonnage	Difference
MSW	11,380 tons	12,874 tons	1,494 tons
Sludge	333 tons	298 tons	-35 tons

Recycling Tonnage

	September 2020	September 2019
Commingle	150.70 tons	102.64 tons
Glass	54.84 tons	48.34 tons
Mixed News	117.08 tons	105.73 tons
Kingston City Hard Mix	76.12 tons	78.11 tons
OCC	234.79 tons	150.46 tons
Food Waste	413.30 tons	331.45 tons

Recycling Market Update

Charlie Whittaker said that PET is flat, and natural continues to rise to as high as \$0.73 per pound. Colored plastic is also up an unusual amount in one month at \$0.10 to \$0.12 per pound. Steel (Goya cans) went up to \$145 per gross ton which is a fair number. The Agency took about a \$15 per ton hit on cardboard from the previous month, down to \$50 per ton which is not a great number. News stayed pretty much flat at \$20 per ton. Hard mix was about \$5 per ton, dropped down from \$10 per ton.

Tim DeGraff noted that when Charlie Whittaker receives his numbers it is for the current month, therefore there is no backup paperwork to show the Board yet. The numbers on the recycling graph are from the previous month because they tie into the MRF report.

FINANCIAL MATTERS

Tim DeGraff presented the September 2020 Treasurer’s Report and MRF Cost Center Analysis.

Treasurer’s Report

For the month of September the Agency’s MSW tons were 9,169 and C&D tons were 3,705. Revenue line item of note: Grant Revenue - \$1,372 in FSR grant money that was received. Total revenue for the month of \$1,519,589. No expense line items of note. Total expenses for the month of \$1,234,272. Net operating revenue was \$285,317. Capital Outlay of \$98,916 includes \$49,558 for the compost expansion project,

\$4,131 for the recycling education/bagger building, and \$45,227 for the Marathon baler cylinder. For the month of September, the fund balance was a positive \$186,401. Year to Date fund balance is a deficit of \$1,676,009 (exclusive of operating reserve transfer in, a deficit of \$1,999,484).

Katherine Beinkafner motioned to approve the September 2020 Treasurer's Report. Moved by Charles Landi and seconded by JoAnne Myers.

Roll Call Vote

Beinkafner: Aye

Landi: Aye

Myers: Aye

Mitten: Aye

Wadnola: Absent

The motion passed 4-0.

MRF Cost Center Analysis

For the month of September, tipping fees were \$0. The total sale of recyclables was \$22,180. Total transport/disposal costs for September were \$1,684. Total personnel expenses were \$32,485. Total operating expenses were \$7,271. Total personnel/operating costs were \$39,756. Net loss for the month of \$19,260. Year-to-date net loss of \$233,598.

ADMINISTRATIVE MATTERS

Resolution No. 2519 RE: Approving 2021 Final Agency Budget

Tim DeGraff explained that he had mentioned in the August meeting, a change in the final budget was possible depending upon the final numbers from the sludge bids. He said that sludge numbers did in fact need to be changed which also had an effect on the Capital Budget. Actual rates for health insurance came in as well, so he was able to add those numbers into the budget as well to make it as accurate as possible. Originally the increase was budgeted for 8% (what the insurance company had requested from the State), but the actual increase was 6%. The effect of these changes resulted in about a \$36,000 increase in expenses. The bottom line has not changed though due to an offsetting change to the budgeted transfer from the operating reserve.

Katherine Beinkafner motioned to approve Resolution No. 2519 RE: Approving 2021 Final Agency Budget. Moved by JoAnne Myers and seconded by Lisa Mitten.

Roll Call Vote

Beinkafner: Aye

Landi: Aye

Myers: Aye

Mitten: Aye

Wadnola: Absent

The motion passed 4-0.

Resolution No. 2520 RE: Approving 2021 Final Agency Capital Budget

Tim DeGraff explained the change in the Capital Budget was caused by the sludge bids. Originally in August the Capital Budget listed \$180,000 for two steel trailers to haul sludge, but because of the results of the bid it wasn't cost effective to make that purchase. The Agency does have a need for 20 roll-off containers, so the \$180,000 for the steel trailers was replaced with \$160,000 for the new containers. This change lowered the budget by \$20,000.

Charlie Whittaker noted that the new roll-off containers will be used for garbage at the drop centers. The last time the Agency purchased garbage roll-offs was around 2008.

JoAnne Myers asked if Charles Landi (treasurer) had any thoughts on the budget. She asked if he was on board.

Charles Landi responded yes.

Katherine Beinkafner motioned to approve Resolution No. 2520 RE: Approving 2021 Final Agency Capital Budget. Moved by JoAnne Myers and seconded by Charles Landi.

Roll Call Vote

Beinkafner: Aye
Landi: Aye
Myers: Aye
Mitten: Aye
Wadnola: Absent

The motion passed 4-0.

Resolution No. 2521 RE: Approving Agreement with Marshall & Sterling Health, Dental and Vision Plans for Employee Health Care Insurance

Tim DeGraff stated that Marshall & Sterling is the Agency's health insurance broker. All three of these plans are exactly the same, which is a requirement of the collective bargaining agreement. The renewal numbers are good. Dental and vision stayed flat, and health insurance increased 6%, 2% less than anticipated.

Katherine Beinkafner motioned to approve Resolution No. 2521 RE: Approving Agreement with Marshall & Sterling Health, Dental and Vision Plans for Employee Health Care Insurance. Moved by JoAnne Myers and seconded by Charles Landi.

Roll Call Vote

Beinkafner: Aye
Landi: Aye
Myers: Aye

Mitten: Aye
Wadnola: Absent

The motion passed 4-0.

Resolution No. 2522 RE: Approving the Solid Waste Management Agreements between the Ulster County Resource Recovery Agency and Towns

Tim DeGraff explained that agreements had been sent out to a few of the towns. This resolution covers Marbletown, Plattekill, and Esopus, all of which the Agency just received signed contracts from.

Charles Landi asked how Shandaken’s recycling operation differs from the rest of the towns the Agency has agreements with.

Tim DeGraff responded that Shandaken only handles recycling and does not require MSW boxes from the Agency. Previously they received the same contract that the other towns did, but he and Charlie Whittaker thought it would be a good idea for the contract to be more specific to how Shandaken operates.

Charlie Whittaker added that Shandaken residents often go to the Saugerties Transfer Station with their trash. He said sometimes they go to Greene County as well with their trash, which residents can do under the Flow Control Law.

Katherine Beinkafner motioned to approve Resolution No. 2522 RE: Town Contracts. Moved by JoAnne Myers and seconded by Charles Landi.

Roll Call Vote

Beinkafner: Aye
Landi: Aye
Myers: Aye
Mitten: Aye
Wadnola: Absent

The motion passed 4-0.

Resolution No. 2523 RE: Local Solid Waste Management Plan (LSWMP) Adoption, State Environmental Quality Review Act (SEQRA) Compliance, Requesting Lead Agency Status and Rescind Resolution No. 2516

Kenneth Gilligan stated that at the request of the Environmental Committee and Chair David Donaldson, the Board is revoking its previous resolution, still requesting to be Lead Agency, and acknowledging the plan as Type I. The Board would then have 30 days or more to decide whether the impact of the plan is negative or positive.

Katherine Beinkafner said that this would go completely against what SEQRA says.

Kenneth Gilligan responded that this is an agreement between parties so that the plan can finally pass.

Katherine Beinkafner asked if Kenneth Gilligan wants to make the plan a Type I.

Kenneth Gilligan answered yes.

Katherine Beinkafner asked why.

Kenneth Gilligan responded that this is what the DEC's attorney said.

JoAnne Myers asked if this will allow the plan to move forward.

Kenneth Gilligan said yes, after the Agency sends out the Lead Agency notice and does the work to decide if it's positive or negative, hopefully before the next Board meeting. Then it goes to the County.

Lisa Mitten asked Kenneth Gilligan to clarify that as the Agency's counsel, he is encouraging the Board to pass this resolution.

Kenneth Gilligan said yes, because it will hopefully end disputes between the Legislature and the Agency.

Katherine Beinkafner said that essentially all this is going to do is get a lot of trees cut down from wasting so much paper. She said there is no action in the plan. The plan is to figure out and make decisions about an undetermined action in the future. The plan is actually a Type II.

Kenneth Gilligan said that this is to resolve a disagreement between the groups.

Charles Landi said that Kenneth Gilligan is basically telling the Board to play it safe.

Kenneth Gilligan said yes.

Katherine Beinkafner motioned to approve Resolution No. 2523 RE: Local Solid Waste Management Plan (LSWMP) Adoption, State Environmental Quality Review Act (SEQRA) Compliance, Requesting Lead Agency Status and Rescind Resolution No. 2516. Moved by JoAnne Myers and seconded by Charles Landi.

Roll Call Vote

Beinkafner: Abstain

Landi: Aye

Myers: Aye

Mitten: Aye

Wadnola: Absent

The motion passed 3-0.

OLD BUSINESS

Scale Project Update

Charlie Whittaker stated that all of the work for the Ulster inbound, outbound, and MRF is 100% done including drains and safety railings. He said it looks great and is safe. Barriers are being purchased to make the traffic more organized.

Lisa Mitten asked when the Education Building will be completed.

Charlie Whittaker said that there is one more small area to do for the sidewalk. The slab inside the building is done. Next will be the approval from the DEC which is contingent on the Agency's permit modification.

Lisa Mitten asked if this building is intended as a classroom.

Charlie Whittaker said it started as just a bagging area, but grew the more he and Tim DeGraff thought about it into an educational center/demonstration area. There will be a large screen TV inside where students can watch the compost operation from start to finish so that they can see everything that happens any time. Currently students have to catch the staff at a specific time to see parts of the process. There are also railings so that students can safely come onto the sidewalk and watch the operations outside the building.

Tim DeGraff said that they are thinking of how to use diverted materials in the building.

Charlie Whittaker added that they're considering solar for the building and have spoken to some solar companies. He said that the backup electricity is already there.

Lisa Mitten asked if it is a year round building.

Charlie Whittaker replied that it is.

Katherine Beinkafner asked what is happening to the old scales.

Charlie Whittaker said that the scales are past their useful life, and if the Agency was to bid them out they would need about \$15,000 to \$20,000 worth of work to make them functional. He added that parts for these old scales are very hard to get. For those reasons the Agency sent them to a scrap yard after getting three quotes and choosing the best price.

Charles Landi asked the status of the three Rochester compactors.

Charlie Whittaker responded that the compactors are staged in an area for now, and at some point the Agency will probably get rid of them as surplus or maybe use them as backup at the MRF.

Charles Landi asked if the compactors could be sold.

Charlie Whittaker said yes, but not for much.

NEW BUSINESS

Lisa Mitten asked if the Board is supposed to do goal setting for the LSWMP every two years.

Tim DeGraff said yes.

Lisa Mitten asked if the Agency has thought about doing it every year instead.

Tim DeGraff said no, but that he has met with Angeline Peone and she has drafted a template on how the Agency will respond biennially. They discussed breaking the research up and dividing it amongst staff so that not only one person is working on it. In that way the plan can be continuously updated. They have discussed how often they will bring it to the Board but have not come to a final conclusion. He does think the information should have its own meeting and not be a part of a normal Board meeting.

JoAnne Myers asked if there are other stakeholders who should be involved in these meetings.

Tim DeGraff said no.

Fred Wadnola arrived (1:06pm).

PUBLIC COMMENT

Manna Jo Greene said that she is imploring the Agency to work with the Legislature and the Executive Branch. They have a draft Zero Waste Implementation Plan (ZWIP) which the committee has a resolution for. She said she believes the document is not finished because it has no input from the Agency, which would have a lot of responsibility for sections of the plan. Currently it has not been identified who is responsible for what sections. She wants the plan to be as specific as the LSWMP. She said that there is impatience in the Legislature because the plan has been sitting there for around four months.

Charles Landi asked Manna Jo Greene if she sees the ZWIP taking the place of the LSWMP.

Manna Jo Greene responded that it is a parallel document.

Charles Landi explained the urgent need for a local landfill, and said that the ZWIP does not address that.

Manna Jo Greene said that the ZWIP is meant to divert waste so that a landfill can be built within Ulster County and last longer.

Charlie Whittaker asked Fred Wadnola if the Agency ever received a copy of the plan that the Solid Waste Improvement Commission was supposed to put together.

Fred Wadnola said it was never finished.

Manna Jo Greene stated that the commission dissolved.

JoAnne Myers said that zero waste needs to begin at the producer level, so whatever plan comes out must have a plan within it to educate citizens. She said that is not the Agency's responsibility.

Charlie Whittaker said he doesn't know of anywhere that has a successful zero waste plan.

Katherine Beinkafner stated that everyone needs to remember that all diversion happens by risking the safety of the people doing the work.

EXECUTIVE SESSION

Fred Wadnola moved to enter Executive Session at 1:18pm for the purpose of an employee evaluation. Moved by JoAnne Myers and seconded by Katherine Beinkafner.

The Board exited Executive Session.

ADJOURN

Fred Wadnola motioned to adjourn the October 26, 2020 Regular Board Meeting. Seconded by Lisa Mitten and seconded by JoAnne Myers. 5 in favor, 0 opposed, 0 absent.

Roll Call Vote

Beinkafner: Aye

Landi: Aye

Myers: Aye

Mitten: Aye

Wadnola: Aye

The motion passed 5-0.

November 30, 2020

Motion to approve the above transcribed Minutes of the October 26, 2020 Regular Board Meeting was made by Fred Wadnola, moved by JoAnne Myers and seconded by Lisa Mitten. 5 in favor, 0 opposed, 0 absent. Absent: N/A

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