

**ULSTER COUNTY RESOURCE RECOVERY AGENCY
MINUTES OF THE REGULAR BOARD MEETING
JUNE 28, 2021**

The Ulster County Resource Recovery Agency held a Regular Board Meeting on June 28, 2021. This meeting was held in person. There was also a call-in audio option available through Webex.

The proceedings were convened at 12:07 pm.

The following Board members were present: Chair Katherine Beinkafner; Vice Chair JoAnne Myers; Treasurer Charles Landi; Board Member Thomas Kacandes (viewed meeting through WebEx) and Board Member Lisa Mitten was absent.

Also present were: Counsel/Secretary Kenneth Gilligan, Executive Director/Controller Tim DeGraff, Director of Operations and Compliance Charlie Whittaker, Director of Sustainability Angelina Peone, and Recycling Educator Melinda France was excused.

From the public: Reporter Bill Kemble from the Daily Freeman, Ulster County Legislator Manna Jo Greene, and Jared Keplinger. Through WebEx Jesse Ram and Liam Rex representatives of USource.

PLEDGE OF ALLEGIANCE

PUBLIC COMMENT

No Comment

CHAIR'S COMMENTS

Katherine Beinkfner updated the Board and staff regarding Geographic Information System "GIS" study looking at the various factors related to landfill siting. She stated the regulations were changed in 2017. She added that Steven Perisio and his assistant did the original study in 2015. Paul Rubin, from Hydro Quest, an expert who does GIS work will be working on a proposal regarding individual siting requirements for landfills and reviewing environmental justice maps. A proposal should be done by the next board meeting. She stated Steven Perisio is retired from the NYS DEC but if the Agency has questions they should contact Ella at the NYS DEC Region 3 in New Paltz.

JoAnne Myers stated the environmental justice maps are available on the NYSDEC's website.

APPROVAL OF MINUTES

Charles Landi motioned to approve the minutes of the **May 24, 2021, 2021 Regular Board Meeting** seconded by JoAnne Myers.

Roll Call Vote

Beinkafner: Aye

Myers: Aye

Landi: Aye
Mitten: Absent
Kacandes: Aye

The motion passed 4-1 absent (MITTEN).

COMMUNICATIONS AND ANNOUNCEMENTS

Regular Board Meeting will be held on Monday, July 26, 2021 at 12:00 PM.

This meeting will be held in person at the Agency's Administrative Office.

RECYCLING OUTREACH TEAM PROGRAM UPDATE

Angelina Peone, Director of Sustainability presented the program update.

For the month of June, the Recycling Outreach Team have focused on the upcoming webinar series and coordinating other aspects of the Zero Waste Seminar Project. They created a new webpage highlighting the project, advertised in a special newsletters promoting the six free summer classes, launched a social media campaign, a paid campaign in print news, local radio and on the UCAT public transportation system, created a new fact sheet about plastic pollution, and coordinated many other new program supplies as part of the project. Samples of the media kit and photos were provided in with the board packet. This has been the main project in focus for July for the Recycling Outreach Team. This project has several dimensions to this campaign and many community partners that the Recycling Outreach networked. There are approximately 120 residents signed-up.

The team was invited to a number of public speaking opportunities including an Interview in Spanish on Radio Kingston La Voz con Mariel Fiori, and presented about organics recycling program to the Woodstock Environmental Commission, and at the Eat Well Kingston Event, a program by C.C.E. and hosted 1 facility tour this month.

For the 9th year in the row, membership in the U.S. Composting Council was renewed this month. The quarterly compost testing for the STA Certified Compost program was completed in June and yielded excellent results. A summary of the test results were provided to the Board.

The Agency hosted the 2nd household hazardous waste collection event on Sunday, which ran very smoothly. Participants were very appreciative of the opportunity to safely dispose of toxic household waste for free. Two more events will be held this year. The next collection program will take place on August 21st in New Paltz, and registration will open after the 4th of July holiday.

Planning continues for the new backyard composting demonstration garden which will be located outside the Main Office. Completion of the demonstration garden will be done later this year.

Recycling Outreach Team gets invited to a lot of community events that they cannot always accommodate. The Recycling Educator Melinda France has been putting together media kits for several events and programs that they are unable to attend. The recycling information is being distributed even when they are not attending. The Recycling Outreach Team tries to accommodate as many outreach/educational requests as possible.

GENERAL REPORTS

MSW and Recycling Tonnage Reports were provided in the Board packet. Tim DeGraff stated that the MSW Tonnage is over budget by 6,000 tons due to C&D (Construction and Demolition). He also added that recycling has been pretty consistent. There was an uptick in food waste due to Organix bringing in a few extra loads in. E-waste collection is dropping.

FINANCIAL MATTERS

Tim DeGraff presented the May 2021 Treasurer's Reports and MRF Cost Center Analysis.

Treasurer's Report

For the month of May the Agency's MSW tons were 8,080 and C&D tons were 4,191. Misc. Revenue line is higher in the amount of \$21,482. This relates to the Workers' Comp dividend premiums for the 2019-2020 policy year, reimbursement in the amount of \$19,905. Total revenue for the month was \$1,586,376. Expense line item of note: HHW Cleanup Day from April in the amount of \$30,441. Total operating expenses for the month were \$1,264,183. Net operating revenue was \$322,193. Capital outlay of \$25,322 related to the compost expansion. For the month of May, the fund balance was \$296,871. Year-to-date deficit of \$795,227.

Charles Landi motioned to approve the May 2021 Treasurer's Report seconded by JoAnne Myers.

Roll Call Vote

Beinkafner: Aye

Myers: Aye

Landi: Aye

Mitten: Absent

Kacandes: Aye

The motion passed 4-1 absent (MITTEN).

MRF Cost Center Analysis

Tim stated the sale of recyclables are higher due to higher plastic prices. For the month of May, the total sale of recyclables were \$111,809. Total transport/disposal costs for May were \$3,536. Net revenue of \$108,273. Total personnel expenses were \$35,996. Total operating expenses were \$11,841. Total personnel/operating costs were \$47,837. Net income for the month of \$60,436. Year-to-date net income of \$31,482.

ADMINISTRATIVE MATTERS

Resolution #2538 Re: Approving Amendment to the Personnel Policy Manual

The amendment to the personnel policy was made to include a social media policy and telecommuting/work from home policy. Tim DeGraff advised the Board members that examples of these two policies came from the Society for Human Resource Management "SHRM" and Ron Coons, the Agency's safety consultant, who reviewed/worked on it as well. The Governance Committee reviewed

these policies on June 14, 2021 at the committee meeting. Minor changes were made to the policies to be more in accordance with the Agency.

JoAnne Myers motioned to approve **Resolution #2538 Re: Approving Amendment to the Personnel Policy Manual** seconded by Charles Landi.

Roll Call Vote

Beinkafner: Aye

Myers: Aye

Landi: Aye

Mitten: Absent

Kacandes: Aye

The motion passed 4-1 absent (MITTEN)

OLD BUSINESS

None

NEW BUSINESS

Review of RFP for electric supplier

Tim DeGraff stated the Agency has been a part of the Municipal Electric and Gas Alliance “MEGA” for the Agency’s electric supplier since approximately 2014. MEGA is a purchasing alliance. MEGA is responsible for going out to bid for everyone and to award a winning bid. The contract with MEGA expires June 30, 2021. This year, he stated, the Agency had an opportunity to work with USource; since the Agency already worked with them on the community solar farm, to have USource do a bid just tailored to the Agency. He stated the Agency would still in be compliance for procurement but the plan would be more flexible to the Agency. The price would be a fixed. Central Hudson delivers the electric and this RFP would be for the electric supplier.

The Board was provided with the proposed Energy Agreement and rate sheet prepared by USource. The Board and staff discussed and reviewed the RFP for the electric supplier.

USource went over the agreement, pricing, terms, including Renewable Energy Standard, Zero Emission Credits, Capacity, index and discussed the process.

Charles Landi asked what USource recommended. Jesse Ram of USource said it is important to make the distinction between the index component versus the energy component. USource’s recommendation is to take a longer term to take advantage of the falling energy prices and it would lock in the contract and hedges against any future increases.

Tom Kacandes asked USource to explain the net effect to community solar contract relative to the purchasing contract. USource payment terms ask the supplier for utility billing which means one invoice is received. There will be a line item from the supplier. The reason they are requesting utility billing is because the community solar and the 10% utility bill credit will be applied and show up on the utility bill (one bill).

Charles Landi recommended that Tim DeGraff, Executive Director sign the agreement with USource for a 36 month contract seconded by Tom Kacandes.

Roll Call Vote

Beinkafner: Aye

Myers: Aye

Landi: Aye

Mitten: Absent

Kacandes: Aye

The motion passed 4-1 absent (MITTEN)

PUBLIC COMMENT

The Board opened public comment up to allow Ulster County Legislator Manna Jo Greene to make a comment.

Legislator Manna Jo Greene stated that the Agency and Ulster County are in contract and are required to report to the legislature. She asked Tim DeGraff, Executive Director to provide the board packets to the legislature including all the reports prior to the meetings. Tim DeGraff responded that all the information is posted to the website and he stated he has explicitly asked in the past what they wanted him to report on or information to provide, and never received a response. He will provide the Board packet to Fawn Tantillo prior to the board meeting.

Legislator Manna Jo Greene asked if the Budget could be ready by September. Tim DeGraff explained the draft Budget is provided in August; no one has asked for the budget earlier than August. He notified the County Budget Director that there is no net service fee.

Legislator Manna Jo Greene asked if the Governance Committee prepared a policy regarding the compost program. The Board stated they are working on it. She asked the Board as they entered into executive session to “focus on solutions”. She thanked the Agency for all the good work they are doing.

EXECUTIVE SESSION

Charles Landi motioned to **ENTER** into Executive Session and seconded by **JoAnne Myers**.

Roll Call Vote

Beinkafner: Aye

Myers: Aye

Landi: Aye

Mitten: Absent

Kacandes: Aye

VOTE: Ayes: 4; Nays: 0; Absent: 1 (MITTEN)

Charles Landi motioned to **EXIT** Executive Session and seconded by **JoAnne Myers**.

VOTE: Ayes: 4; Nays: 0; Absent: 1 (MITTEN)

ADJOURN

JoAnne Myers motioned to ADJOURN the June 28, 2021, Regular Board Meeting at 1:40pm and seconded by **Charles Landi**.

VOTE: Ayes: 4; Nays: 0; Absent: 1 (MITTEN)

July 26, 2021

Motion to approve the above transcribed Minutes of the June 28, 2021 Regular Board Meeting was made by _____, moved by _____ in favor, opposed, absent.

The minutes were approved by the Board.

Transcribed by: Melinda France, Recycling Educator. Meetings are recorded and available at www.ucrra.org/about-us/board-of-directors-meetings-minutes/.

Signatures:

Katherine Beinkafner, Chair

Ken Gilligan, Secretary

Melinda France, Recycling Educator