

**ULSTER COUNTY RESOURCE RECOVERY AGENCY  
MINUTES OF THE REGULAR BOARD MEETING  
OCTOBER 4, 2021**

The Ulster County Resource Recovery Agency held a Regular Board Meeting on October 4, 2021. This meeting was held in person 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 12:20pm.

The following Board members were present: Chair Katherine Beinkafner, Vice Chair JoAnne Myers, Treasurer Charles Landi, and Member Lisa Mitten. Member Thomas Kacandes arrived late and left early.

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

From the public: Daily Freeman reporter Bill Kemble, Ulster County Deputy Comptroller Alicia DeMarco, and Woodstock resident Abbey Mitchell.

**PLEDGE OF ALLEGIANCE**

**PUBLIC COMMENT**

**CHAIR'S COMMENTS**

Katherine Beinkafner said she is still trying to set up a meeting with the plastic block company.

She said that Paul Rubin has been working on the GIS for possible landfill locations. Ulster County GIS Coordinator Rick Umble provided a file of information as well. The project should be done before the next meeting.

Lisa Mitten asked if the final project would be presented at a Board Meeting.

Katherine Beinkafner replied that it hasn't been figured out yet. She stated the Paul Rubin did not know that the Agency's meetings are public. She said the last person quit due to public pressure. The more people that know about the project will cause more NIMBYism. The Board will need to be careful how they deal with it on a public level.

**APPROVAL OF MINUTES**

JoAnne Myers noted that her name was misspelled and requested a correction.

JoAnne Myers motioned to approve the corrected minutes of the August 23, 2021 Regular Board Meeting. Seconded by Lisa Mitten. 4 in favor, 0 opposed, 1 absent (Kacandes). The motion was approved.

**COMMUNICATIONS AND ANNOUNCEMENTS**

The next Regular Board Meeting will be held at the Agency's Main Office on October 25, 2021 at 12:00pm.

**RECYCLING OUTREACH TEAM PROGRAM UPDATE**

Angelina Brandt presented the program update. She passed out copies of the Every Door Direct Mailing (EDDM) that was sent out this month to the residents and businesses within 1 mile of the Agency. Another mailing will go out at the end of the year.

Melinda France talked about Flotsie, the Agency's new art installation. Flotsie is a water dragon created by Shout Out Saugerties to raise awareness about plastic pollution. She was made from various types of plastics sourced from recycling and garbage bins (mainly the Garlic Festival). She is now located in the Agency's new Education Building.

**GENERAL REPORTS**

Tim DeGraff gave a couple important notes on the MSW Tonnage Report and Recycling Tonnage Report:

- MSW tonnage is about 12% over budget, and sludge tons are still under budget.
- Tonnages of diverted scrap metal was added to the recycling tonnage report.

**FINANCIAL MATTERS**

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

**Treasurer's Report**

For the month of August the Agency's MSW tons were 9,625 and C&D tons were 3,938. No Revenue line items of note: leachate hauling \$10,830 (Jockey Hill leachate hauls/Ulster County Fair); sales of recyclables \$173,549 (plastic loads \$96,153; tin loads \$13,598). Total revenue for the month was \$1,777,699. Expense line items of note: Administration expenses \$305,560 (retro pay); recycling education \$44,837 (legal fees \$20,966); HHW \$29,016 (August HHW event). Total operating expenses for the month were \$1,451,745. Net operating revenue was \$325,954. Capital outlay \$9,139 (additional concrete work). For the month of August, the fund balance was \$316,815. Year-to-date \$36,914.

JoAnne Myers motioned to approve the August 2021 Treasurer's Report. Seconded by Lisa Mitten. 4 in favor, 0 opposed, 1 absent (Kacandes). The motion was approved.

Charlie Whittaker asked Larry Ricci to tell the Board about the DEC's recent visit.

Larry Ricci said that the monitor for the Agency's program visited and she was extremely impressed with the MRF and the changes made to the compost facility.

(Tom Kacandes arrived)

**EXECUTIVE SESSION**

The Board entered Executive Session to discuss the potential sale of real property and pending litigation.

Charles Landi motioned to exit Executive Session. Seconded by JoAnne Myers.

**MRF Cost Center Analysis**

For the month of August, the total sale of recyclables were \$162,721. Plastics sales were \$96,153. Total transport/disposal costs for August were \$5,952. Net revenue of \$156,769. Total personnel expenses were \$56,131. Total operating expenses were \$4,553. Total personnel/operating costs were \$60,684. Net income for the month of \$96,085. Year-to-date net income of \$133,652.

Charlie Landi stated that the markets are higher than he has ever seen before. He said that half of the cardboard and hard mix stays domestic, as well as all of the plastic, tin cans, and aluminum.

Angelina Brandt said that there is currently a higher cost to making virgin prices related to the price of oil.

Katherine Beinkafner asked what resin numbers she can recycle at her local Transfer Station.

Angelina Brandt replied that the industry as a whole is moving away from the number system because there is a much more complex stream of containers available to consumers today. The recycling team teaches residents to look at the shape of the container (bottle, jar, jug, tub, or lid) instead of the number, because it is not a good indicator of recyclability anymore. Certain resin numbers are highly recyclable, however the item has to be in the correct shape.

Charlie Whittaker added that there is no value to glass because everything is being made with plastic.

**ADMINISTRATIVE MATTERS**

**Resolution #2547 RE: Approving Agreement with Marshall & Sterling Health, Dental and Vision Plans for Employee Health Care Insurance**

Tim DeGraff stated that these specific plans tie in with the collective bargaining agreement. MVP had requested a 6.6% increase from the state but was approved for 5%. The dental plan stayed flat and the vision plan decreased slightly.

JoAnne Myers motioned to approve Resolution #2547 RE: Approving Agreement with Marshall & Sterling Health, Dental and Vision Plans for Employee Health Care Insurance. Seconded by Charles Landi. 5 in favor, 0 opposed, 0 absent. The motion was approved.

**Roll Call Vote**

Beinkafner: Aye  
Myers: Aye  
Landi: Aye  
Mitten: Aye  
Kacandes: Aye

The motion was approved.

**Resolution #2548 RE: Authorization for Revision of Office Manager and Operations Manager Job Descriptions**

Tim DeGraff explained that these job descriptions are already on the books and approved by the County. He would like to fill these positions as part of reorganizing the staff. The Operations Manager will handle day to day operations such as scheduling. The Office Manager description has been updated and is part of redistributing tasks in the Office due to an upcoming retirement.

JoAnne Myers motioned to approve Resolution #2548 RE: Authorization for Revision of Office Manager and Operations Manager Job Descriptions. Seconded by Charles Landi. 5 in favor, 0 opposed, 0 absent. The motion was approved.

**Roll Call Vote**

Beinkafner: Aye

Myers: Aye

Landi: Aye

Mitten: Aye

Kacandes: Aye

The motion was approved.

**Resolution #2549 RE: Approving Amendment to the Personnel Policy Manual**

Tim DeGraff stated that these change are to tie in with the changes to the collective bargaining agreement:

- Anyone hired before January 1, 2022 will have 3 additional vacation days and no personal days. Anyone hired on or after January 1, 2022 will have no additional vacation days and no personal days. Personal days were complicated and this eliminates that.
- All employees will now contribute 10% of healthcare costs (instead of some employees contributing 15% or 20% depending on their hiring date). The Agency does not pay post-retirement benefits which saves the Agency a lot of money compared to other governmental entities, giving room to give more generous benefits.

JoAnne Myers asked about bereavement benefits and which family members qualify.

Charlie Whittaker said it is defined in the union contract and personnel policy.

Charles Landi motioned to approve Resolution #2549 RE: Approving Amendment to the Personnel Policy Manual. Seconded by JoAnne Myers. 5 in favor, 0 opposed, 0 absent. The motion was approved.

**Roll Call Vote**

Beinkafner: Aye

Myers: Aye

Landi: Aye

Mitten: Aye

Kacandes: Aye

The motion was approved.

**OLD BUSINESS**

Tim DeGraff stated that he wants to have a Governance Committee Meeting regarding the vaccination policy, code of conduct, and conflict of interest and notification thereof. Then policies will be brought to the Board. He will send out an email to schedule the meeting.

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Abbey Mitchell asked what to do with plastics that are not the right shape and wanted to know why the Agency isn't responsible for recycling everything.

Charlie Whittaker explained how recycling markets work.

(Tom Kacandes left the meeting)

Angelina Brandt explained some different laws and policies throughout New York State and the recycling industry.

Abbey Mitchell stated that she will not put her plastic in the trash even if it can't be recycled.

Katherine Beinkafner said that she might be interested in the plastic block company in California.

Lisa Mitten said that she could connect her with a few groups throughout New York State that work on activism and policies for plastic recycling.

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Charlie Whittaker told the Board that he in the process of providing additional information that the DEC requested regarding the Agency's permit modification to change the hours at the New Paltz facility. When this change goes into effect, all of the facilities will have the same operating hours of 6am-3pm which will make things simpler.

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Charles Landi asked about the Recycling Education Building.

Tim DeGraff said that they are waiting on the gutters and need to install insulation.

Charlie Whittaker added that work has been started but there have been various issues causing slow-downs.

**NEW BUSINESS**

**ADJOURN**

Lisa Mitten motioned to adjourn the August 23, 2021, Regular Board Meeting, seconded by Katherine Beinkafner. 4 in favor, 0 opposed, 1 absent (Kacandes). The motion was approved.

October 25, 2021

Motion to approve the above transcribed Minutes of the October 4, 2021 Regular Board Meeting was made by Charles Landi, moved by JoAnne Myers. 4 in favor, 0 opposed, 1 absent (Kacandes).

The minutes were approved by the Board.

Transcribed by: Brenna Whitaker, Administrative Assistant. Meetings are recorded and available at [www.ucra.org/about-us/board-of-directors-meetings-minutes/](http://www.ucra.org/about-us/board-of-directors-meetings-minutes/).

Signatures:

  
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Katherine Beinkafner, Chair

  
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Ken Gilligan, Secretary

  
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Brenna Whitaker, Administrative Assistant