

**ULSTER COUNTY RESOURCE RECOVERY AGENCY
MINUTES OF THE REGULAR BOARD MEETING
APRIL 28, 2022**

The Ulster County Resource Recovery Agency held a Regular Board Meeting on April 28, 2022. This meeting was held in person with a call-in option.

The proceedings were convened at 4:02 PM.

The following Board members were present: Chair Katherine Beinkafner, Vice Chair Tom Kacandes (arrived at 4:09PM), Treasurer Charles Landi, Member Margot Becker, and Member James Gordon (by phone).

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

Public present: Reporter Bill Kemble from the Daily Freeman, Ulster County Legislator Manna Jo Greene, Jens Verhaegh of Deer Creek Herb Farm and Brett Brandt resident of Saugerties.

PLEDGE OF ALLEGIANCE

PUBLIC COMMENT

None

CHAIR'S COMMENTS

None

APPROVAL OF MINUTES

Charles Landi motioned to approve the minutes of the March 24, 2022, Regular Board Meeting. Seconded by Margot Becker. 4 in favor, 0 opposed, 1 absent (KACANDES).

Charles Landi motioned to approve the minutes of the April 12, 2022, Regular Board Meeting. Seconded by Margot Becker. 4 in favor, 0 opposed, 1 absent (KACANDES).

COMMUNICATIONS AND ANNOUNCEMENTS

- Regular Board Meeting is scheduled for May 26, 2022, at 4:00 PM in person

RECYCLING OUTREACH TEAM PROGRAM UPDATE

Angelina Brandt provided the Recycling Outreach Team update. Included in the Recycling Program packet:

- Flyer for the Spring Compost Bin and Rain Barrel Sale
- Flyer for the Household Hazardous Waste Events
- Compost Technical Data Sheets from the compost sampled on March 25, 2022

- Flyer for the Just Eat it: A Food Waste Story event being held at the Saugerties Orpheum Theater on Sunday, May 1, 2022
- Two pages printed from the website
 - Information regarding waste reduction and “My Plastic Alternatives” (M.A.P)
 - Information regarding the Indoor Composting Methods: Vermicomposting 101

Updates provided for the month:

- Newsletter was sent to the Ulster County SUNY college campuses for Earth Day
- Social Media messages for the month were: meet the staff, upcoming events and service highlights
- Radio advertising was “Spring Compost Bin Sale 2022” and “Earth Day 2022”. Also, all radio commercials are played on the UCRRA phones when callers are put on hold.
- A two-week campaign ran in Ulster Publishing, promoting UCRRA’s Spring Compost Bin and Rain Barrel Sale
- New webpage “Find a Bulk/Refill Store” was added to website
- March 2022 Compost Technical Data Sheets were added to website. The results were good according to Angelina. All Compost Technical Data Sheets from past samples are available on website as well.
- 11.75 direct community hours spent this month which included presentations, tours and events
- Over 11 hours answering recycling questions on the recycling hotline
- Working with SUNY Ulster to make new educational videos for the Agency. Might be available to view at the next meeting. No cost to the Agency.
- Angelina attended and was a panelist at the NYS Organic Summit which was held on April 5th.
- NYSAR3 Green School Grant Program is open for the 2022-2023 school year. Projects are awarded up to \$1000. The information was forwarded to all of Ulster County school contacts.
- International Compost Awareness Week “ICAW” is celebrated the first full week of May

GENERAL REPORTS

Tim DeGraff presented the March general reports.

MSW REPORT

MSW and C&D tonnage for the month of March was 11,671 tons which was 704 tons more than targeted tons of 10,967. Year-to-date tons are above the targeted tons by 4.96%.

Sludge targeted tons was 294 tons which was 33 tons less than targeted tons. Sludge tonnage for the month of March was about 1 load off from the targeted tons.

Recycling Report

Tim stated he compared OCC (cardboard), brush and food waste tonnage from this quarter to the first quarter last year. OCC is down 20%, brush is up 62 tons this quarter compared to first quarter last year which is due to the ice storm and food waste was 510 tons the first quarter last year compared to this year’s first quarter which was 874 tons. Woodchip tonnage is high due to grinding for the Village of Saugerties, Town of Saugerties and Town of Ulster.

FINANCIAL MATTERS

Treasurer's Report

MSW for the month of March was 8,141 tons and C&D was 3,530 tons. Revenue line items of note: HHW/MWRR/FSR Grants line in the amount \$47,810 was for 4th quarter 2020 and 1st quarter MWRR grant money. Total revenues for the month were \$1,576,543. Expense line items to note: MRF Operations line in the amount \$19,648 which \$5,905 were for MRF repairs to eddy current belt. Total operating expenses \$1,338,870. Net operating revenues and fund balance for the month were \$237,673. Year-to-date fund balance is a deficit of \$1,488,261.

Charles Landi made a motion to approve the **March Treasurer's Report** and it was seconded by Katherine Beinkafner. 5 in favor, 0 opposed.

MRF Cost Center Analysis

For the month of March, the total sale of recyclables was \$106,852. Total transport/disposal costs for March were \$7,473. Net revenue of \$99,379. Total personnel expenses were \$38,136. Total operating expenses were \$20,214. Total personnel/operating costs were \$58,350. Net income for the month of March was \$41,029. Year-to-date net income of \$46,586.

The Board and staff discussed plastics, recycling, pricing on recyclables, markets, supply and demand on items, ByFusion Block, and commodities. **The discussion can be heard on the recording (13:10-22:05).**

ADMINISTRATIVE MATTERS

Resolution # 2565 Re: Approval of a Rules of Conduct Policy

Tom Kacandes motioned to approve **Resolution #2565 RE: Approval of a Rules of Conduct Policy**; seconded by Charles Landi. 5 in favor, 0 opposed. The motion was approved.

NEW BUSINESS

- **Shared services with Town of Ulster**

Tim DeGraff discussed the shared services with the Town of Ulster. The Agency has provided use of the grinder for brush/wood from the storm to the Town of Ulster. The woodchips will be used in the compost. Only about a quarter of the pile is completed which was 208 tons of woodchips. In the next few weeks, for shared services, the Town of Ulster will pave in front of the office.

Charlie Whittaker added that there will be three drains added as well. Town of Ulster is responsible for the operator, excavator to load the grinder, loader and to replenish the fuel. Any damage would be the responsibility of the Town of Ulster.

Town of Lloyd, New Paltz, Town of Saugerties, Village of Saugerties and Hurley have either used the grinder or are interested in using the grinder this year.

It is \$1,500/day to use the grinder.

In the near future, the Board and staff will revisit the pricing on use of the grinder.

OLD BUSINESS

• **RIC RFP Comments**

Written comments have been sent to Department of Environment with respect to the RFP scope. Nick Hvozda from the Department of Environment thanked the Agency for comments and will review and get back to the Agency. Margot Becker thanked the staff and board for everyone working together to get the comments done.

EXECUTIVE SESSION

Thomas Kacandes moved that the Board go into executive session at 4:45 PM to discuss employee review; seconded by Charles Landi. 5 in favor, 0 opposed.

Charles Landi motioned to exit executive session and it was seconded by Tom Kacandes at 6:01PM. 4 in favor, 0 opposed, 1 absent (GORDON).

ADJOURN

Margot Becker motioned to adjourn the April 28, 2022, Regular Board Meeting at 6:01 PM, seconded by Charles Landi. 4 in favor, 0 opposed, 1 absent (GORDON).

May 26, 2022

Motion to approve the above transcribed Minutes of the April 28, 2022, Regular Board Meeting was made by _____ and seconded by _____. ____ favor, ____ opposed, ____ absent.

The minutes were approved by the Board.

Transcribed by: Melinda France, Office Manager. 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, Office Manager