

**ULSTER COUNTY RESOURCE RECOVERY AGENCY
MINUTES OF THE REGULAR BOARD MEETING
MAY 26, 2022**

The Ulster County Resource Recovery Agency held a Regular Board Meeting on May 26, 2022. This meeting was held in person with a call-in option.

The proceedings were convened at 4:06 PM.

Board members present: Chair Katherine Beinkafner, Vice Chair Tom Kacandes (arrived at 4:18PM), Treasurer Charles Landi, Member Margot Becker, and Member James Gordon.

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, and Ulster County Legislator Manna Jo Greene.

PLEDGE OF ALLEGIANCE

PUBLIC COMMENT

Angelina Brandt, Director of Sustainability read three comments received from the public through the website and Facebook.

First comment was from Lizette Edge which stated the following:

“I’d like to make a public comment. I love what the UCRRA is doing, wanted to say that I have personally benefited from the amazing compost. It’s an amazing valuable resource in our community. Willie delivered amazing compost, helping my family enjoy our beautiful garden.”

Second comment was from Victoria Martine which stated the following:

“I’ve established a half-acre no till garden in a field that is about 90 percent clay by accessing your affordable quality compost. This has only been made possible with Willy’s assistance; he is filling a service gap for small scale growers and I could not be more grateful to him. Please do everything in your power to preserve his services. A lot of growers will become cost burdened without it, as we do not have the transportation means to pick it up for ourselves, and we do not need the amount of compost that would be made affordable by buying in massive quantities.”

Third comment was from Bea Rue which stated the following:

“What an incredible resource for the community! We just ordered 2 tons of the most gorgeous compost you’ve ever seen, and Willie was kind enough to deliver it all straight to our driveway for a nominal fee. (We would not have been able to transport the compost otherwise and are so grateful he offers this service.) We have been using the compost to regenerate many of the plants and trees on our property and it is working wonders. We are also going to use it to create a small veggie garden. We couldn’t imagine buying all the individual bags of compost from the store-first of all the amount plastic waste involved in

that would be tremendous, and secondly it would be incredibly expensive. Willie's compost and delivery are a true blessing, thank you for offering this!!"

CHAIR'S COMMENTS

No comment

APPROVAL OF MINUTES

Charles Landi motioned to approve the minutes of the April 28, 2022, Regular Board Meeting. Seconded by James Gordon. 4 in favor, 0 opposed, 1 absent (KACANDES).

COMMUNICATIONS AND ANNOUNCEMENTS

- Regular Board Meeting is scheduled for June 23, 2022, at 4:00 PM in person

RECYCLING OUTREACH TEAM PROGRAM UPDATE

Angelina Brandt provided the Recycling Outreach Team update. Included in the packet were photos of various events/programs over the month.

Program updates discussed:

- Recycling Outreach Team celebrated International Compost Awareness Week "ICAW" for the month
 - Goal of campaign is to raise public awareness about the benefits of making and using compost
 - ICAW poster contest theme this year was "Recipe for Regeneration"
 - Governor Cuomo declared May 6-12 as New York State Compost Awareness Week in proclamation in May 2018 and NYSAR3 Organics Council has a subcommittee for NY CAW
- Programs and community outreach initiatives with respect to ICAW and for the month:
 - Free educational screening of the documentary "Just Eat It: A Food Waste Story" at the Orpheum Theater in Saugerties. Angelina thanked Mike Darcy, Dept. of Environment, Mary McNamara, Town of Saugerties Transfer Station and Tanesia White, Recycling Educator of UCRRA for being panel speakers.
 - Recycling Outreach Team hosted Spring classes about composting including a free webinar about Indoor Composting (Vermicomposting).
 - In-person Intro to Composting workshop at the Town of Plattekill Public Library.
 - 50 different compost bins and 55 rain barrels were sold during the Compost Bin and Rain Barrel Sale on May 7th. 76 educational composting kits to Ulster County residents were distributed at the event.
 - During the Compost Bin and Rain Barrel Sale Cornell Cooperative Extension of Ulster County were the first to visit the home composting demonstration garden. Angelina thanked the CCE's 4H Youth Development group for planting native pollinator crop in the raised beds of the new garden.
 - Composting tour was held for Town of Hurley and a recycling tour for the Kingston YMCA Farm Project BARK Crew.

- All the events for the month reached 165 adults and 13 youth participants: totaling 17.25 hours of direct community engagement.
- Answered 103 Recycling Hotline calls: an additional 8.3 hours of educational services
- Social media and radio PSA for the month focused on the benefits of composting, science of composting, highlighted different bins, methods of composting and how to use finished compost.
- Municipal Funding for Food Scraps Recycling Initiative Grant Opportunity
 - NYS DEC announced the new grant program on May 2nd
 - \$2 million is available to fund projects that create or expand programs that increase residential foods scraps recycling
 - First half of funding is dedicated to eligible projects that use 50% of its funding to serve environmental justice communities.
 - Max amount of the grant is \$200,000 and offers 75% match
 - 2 ½ years Angelina has been conceptualizing a pilot project for a municipal micro-hauling service option which is modeled after Tompkins County, NY and would replicate their project
 - A special meeting with the Board's Zero Waste Committee will be scheduled to discuss the grant opportunity further

Angelina showed a video that was created by a SUNY Ulster student, Jeremy Warg. This project was a 6-month collaboration with SUNY Ulster ART 263 DESIGN 3 class, facilitate by Sean Nixon, Professor of Art and Applied Learning Coordinator. The educational video was no cost to the Agency. The video will be posted to the Agency's website, social media pages and YouTube.

GENERAL REPORTS

Tim DeGraff presented the April general reports.

MSW REPORT

MSW and C&D tonnage for the month of April was 12,825 tons which was 1,266 tons more than targeted tons of 11,599.

Sludge tonnage was 266 tons which was 22 tons less than targeted tons (about 2 loads).

Recycling Report

Tim pointed out E-waste which doubled from last month due to the program opening back up on Saturdays.

FINANCIAL MATTERS

Treasurer's Report

MSW for the month of April was 8,864 tons and C&D was 3,961 tons. Revenue line items of note: **Misc. Revenue** line in the amount \$42,645 was for Workers Compensation dividend 2020-2021 policy year (\$41,556). Total revenues for the month were \$1,730,723. Expense line items to note: **Personnel** line in the amount of \$356,673 which was for 3 payrolls; **Administrative Expense** line in the amount of

\$52,526 which \$7,500 is for financial statement audit and \$6,120 was for new phone system; **MRF Operations** line in the amount \$28,466 which \$8,060 for baling wire and \$15,679 repairs to eddy current belt; and **Vehicle & Equipment Maintenance** line in the amount of \$29,844 which \$15,250 was for L110 repairs. Total operating expenses \$1,565,187. Net operating revenues for the month of April were \$165,536. Capital Outlay in the amount of \$87,000 was for the new mini excavator. Fund balance for the month was \$78,536. Year-to-date net deficit of \$1,409,725.

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

MRF Cost Center Analysis

For the month of April, the total sale of recyclables was \$70,430. Total transport/disposal costs for April were \$10,850. Net revenue of \$59,580. Total personnel expenses were \$65,919. Total operating expenses were \$31,566. Total personnel/operating costs were \$97,485. Net loss for the month of April was \$37,905. Year-to-date net income of \$11,035.

ADMINISTRATIVE MATTERS

Resolution # 2566 Re: Approving the Fourth Amendment to the Solid Waste Management Agreement with Town of Ulster

Tim DeGraff updated the Board and staff with respect to Resolution #2566 which was also provided to Supervisor Quigley and the Town of Ulster Board. He stated the following:

- Only changes made were in Section 3 of the agreement
- This a 20-year agreement
- Taxes will increase annually by 2% and due to the Town on January 31st of each year
- A host community benefit payment will be paid twice yearly due on June 30th & December 31st of each year and will be adjusted annually
- Payments for host community benefit will be adjusted annually by the Consumer Price Index (Northeast Region Series)
- The host community benefit payment calculation shall be discounted by 15% for years 2022 and 2023 no discount will be applied thereafter

Tom Kacandes motioned to approve **Resolution #2566 RE: Approving the Fourth Amendment to the Solid Waste Management Agreement with Town of Ulster**; seconded by James Gordon.

ROLL CALL VOTE:

Beinkafner: Aye
 Landi: Aye
 Kacandes: Aye
 Gordon: Aye
 Becker: Aye

5 in favor, 0 opposed. The motion was approved.

NEW BUSINESS

- **Waste Stream/Diversion at the Transfer Station (Recording 33:18-59:55)**

Tim DeGraff and Charlie Whittaker discussed the waste stream and diversion at the Transfer Stations.

Discussion, comments and points made:

- Tim DeGraff, Charlie Whittaker, Larry Ricci, and staff are more focused on the waste stream and are trying to understand the different types of waste stream
- Staff worked on what constitutes C & D which will help with reporting more accurately
- Staff is more specific on calling in loads to the scale
- Tim DeGraff will review the data from the study the staff is doing in twelve months
- Diverting more material
- Staff is trained to pulled out tires, propane tanks, ballasts, fluorescent lightbulbs
- Charlie Whittaker reviewed with staff what more can be pulled out
- Staff is working on capturing more clean wood, rubble and OCC (cardboard)
- Charlie prepared a diversion sheet for Larry to do daily spot checks at New Paltz and Ulster
- Charlie sent Engel Delgado, Lead Scale Operator out to view loads as well at both scales
- Charlie provided the Board with a diversion chart (**see below**) comparing the first 6 months of 2021 and 2022; 7 weeks from April-May 2021 and 2022; and 4 weeks for the month of May in 2021 and 2022 for both scales
- Charlie reviewed the numbers in the below chart
- Diversion are the items being pulled out of the MSW
- Charlie noted on the chart that scrap metal, wood, rubble and OCC increased
- Tim noted that the increase is higher in a shorter amount of time due to the changes made in the operations and the changes are working
- Staff and Board discussed the safety issues regarding pulling items out and what safety is being taken to keep staff safe
- Regulations
- What is included in non-putrescible waste
- Discussion of the savings by pulling clean wood, scrap metal, rubble and OCC out of the MSW

	6 MONTHS/2021	6 MONTHS/2022		7 WEEKS/2021	7 WEEKS/2022		4 WEEKS/2021	4 WEEKS/2022	
Ulster	1-1-21/5-25-21	1-1-22/5-25-22		4-1-21/5-25-21	4-1-22/5-25-22		5-1-21/5-25-21	5-1-22/5-25-22	
Scrap	160.24	165.24	5	78.35	85.78	7.43	27.95	45.64	17.69
New Paltz	1-1-21/5-25-21	1-1-22/5-25-22		4-1-21/5-25-21	4-1-22/5-25-22		5-1-21/5-25-21	5-1-22/5-25-22	
Scrap	39.06	42.34	3.28	17.51	22.8	5.29	6.93	10.72	3.79
	6 MONTHS/2021	6 MONTHS/2022		7 WEEKS/2021	7 WEEKS/2022		4 WEEKS/2021	4 WEEKS/2022	
Ulster	1-1-21/5-25-21	1-1-22/5-25-22		4-1-21/5-25-21	4-1-22/5-25-22		5-1-21/5-25-21	5-1-22/5-25-22	
Wood	29.42	57.13	27.71	14.12	40.26	26.14	8.37	30.01	21.64
Rubble	xxxxxxxxxx	20.91		xxxxxxxxxx	20.91		xxxxxxxxxx	20.91	
OCC	34.68	48.05	13.37	12.11	28.03	15.92	5.85	17.58	11.73
	6 MONTHS/2021	6 MONTHS/2022		7 WEEKS/2021	7 WEEKS/2022		4 WEEKS/2021	4 WEEKS/2022	
New Paltz	1-1-21/5-25-21	1-1-22/5-25-22		4-1-21/5-25-21	4-1-22/5-25-22		5-1-21/5-25-21	5-1-22/5-25-22	
Wood	2.4	12.7	10.3	xxxxxxxxxx	8.91	8.91	xxxxxxxxxx	6.3	6.3
Rubble	xxxxxxxxxx	xxxxxxxxxx		xxxxxxxxxx	xxxxxxxxxx		xxxxxxxxxx	xxxxxxxxxx	
OCC	4.25	11.8	7.55	1.23	5.35	4.12	xxxxxxxxxx	3.38	3.38
		YELLOW/2022							
		GREY/ TONS INCREASE							

There was a brief discussion regarding the Town Transfer Stations.

OLD BUSINESS

- **ByFusion Global, Inc.**
 - Katherine Beinkafner forwarded to the Board and Staff the information regarding ByFusion Global, Inc.
 - The Board decided to schedule and discuss ByFusion Global, Inc. at the next Zero Waste Committee Meeting.

EXECUTIVE SESSION

James Gordon moved that the Board go into executive session at 5:07 PM to discuss employee review; seconded by Margot Becker. 5 in favor, 0 opposed, 0 absent.

James Gordon motioned to exit executive session and it was seconded by Katherine Beinkafner at 5:30 PM. 5 in favor, 0 opposed, 0 absent.

Resolution # 2567 Re: Authorization for revision for the Controller Job Description and Pay Scale

Tom Kacandes motioned to approve **Resolution #2567 Re: Authorization for revision for the Controller Job Description and Pay Scale**; seconded by James Gordon. 5 in favor, 0 opposed. The motion was approved.

Resolution # 2568 Re: Amending Timothy Edward DeGraff’s Employment Agreement

James Gordon motioned to approve **Resolution #2568 Re: Amending Timothy Edward DeGraff’s Employment Agreement**; seconded by Margot Becker. 5 in favor, 0 opposed. The motion was approved.

Resolution # 2569 Re: Approving the Executive Director Job Description

Katherine Beinkafner motioned to approve **Resolution #2569 RE: Approving the Executive Director Job Description**; seconded by Margot Becker. 5 in favor, 0 opposed. The motion was approved.

ADJOURN

Tom Kacandes motioned to adjourn the May 26, 2022, Regular Board Meeting at 5:33 PM, seconded by Margot Becker. 5 in favor, 0 opposed, 0 absent.

June 23, 2022

Motion to approve the above transcribed Minutes of the May 26, 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

