

**ULSTER COUNTY RESOURCE RECOVERY AGENCY
MINUTES OF THE REGULAR BOARD MEETING
JUNE 23, 2022**

The Ulster County Resource Recovery Agency held a Regular Board Meeting on June 23, 2022. This meeting was held in person with a call-in option.

The proceedings were convened at 4:02 PM.

Board members present: Chair Katherine Beinkafner, Vice Chair Tom Kacandes (arrived at 4:14PM), Treasurer Charles Landi, Member Margot Becker, and Member James Gordon (via phone).

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

No public present.

PLEDGE OF ALLEGIANCE

CHAIR'S COMMENTS

No comment

APPROVAL OF MINUTES

Charles Landi motioned to approve the minutes of the May 26, 2022, Regular Board Meeting. Seconded by Margot Becker. 4 in favor, 0 opposed, 1 absent (KACANDES).

COMMUNICATIONS AND ANNOUNCEMENTS

- Next Regular Board Meeting is scheduled for July 28, 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 and flyers of various events/programs over the month.

Program updates:

- Week of June 17th was National Waste and Recycling Workers Week
 - June social media campaign was focused on National Waste & Recycling Workers Week
 - Highlighted essential services and important benefits or proper sanitation practices and economic impact of recycling nationwide.
 - Promoted safety on the road around collection vehicles, and thanked all sanitation workers throughout Ulster County for their service to the community
 - Memo was prepared regarding this topic and was included in the Board packet
- Radio advertising campaign featured a message called “What Happens to your Trash”

- PSAs for the month were about the free electronics recycling program, the A to Z Recyclopedia which features recycling guidance on over 100 items
- Print advertising for the month promoted the HHW collection event scheduled for June 26th. A copy of the ad was included in the Board packet. The June 26th event is full (300 residents). Next HHW event will be held August 20th.
- Memo regarding the HHW program and PaintCare NY was sent to all Town Supervisors and Mayors on June 9th. A copy of the memo was included in the Board packet. Latex paint is now accepted at the Agency's HHW events as well as local Sherwin Williams and Herzog stores.
- Outreach and educational services for the month:
 - 25.75 hours of direct community engagement
 - Reached 198 children and 71 adults
 - Programs were held with New Paltz Climate Action Coalition, Wraparound Services School for Achievement, Bennett Elementary School, George Washington Elementary School, Town of Gardiner Environmental Conservation Commission, Esopus and Gardiner Libraries and Ellenville Middle School Environmental Club
 - Responded to 112 phone calls
 - 9.65 hours on the Recycling Hotline
 - Several local business site visits were completed
- Working on developing new teaching tools about ocean plastic pollution for Plastic Free July

GENERAL REPORTS

Tim DeGraff presented the May general reports.

MSW REPORT

MSW and C&D tonnage for the month of May was 13,539 tons which was 1,811 tons more than targeted tons of 11,728. Year-to-date MSW is over the targeted tons by 4,469 or 8.7%.

Sludge tonnage was 256 tons which was 4 tons less than targeted tons. Year-to-date sludge tonnage is down 61 tons. Tim thinks it has to do with people being back at work in the City of Kingston. Charlie Whittaker added that the sludge goes by how dry the weather is.

Recycling Report

Tim DeGraff pointed out:

- Food waste is consistent
- Scrap metal is up due to the fact of more items being diverted
- Mixed news is down. He believes this is due with not receiving Greene County's mixed news

FINANCIAL MATTERS

Treasurer's Report

MSW for the month of May was 11,296 tons and C&D was 2,243 tons. No Revenue line items of note. Total revenues were \$1,814,568. Expense line items to note: **Transfer Stations** line in the amount of

\$43,847 which \$20,200 was for repairs to New Paltz Transfer Station door #2 & 7; **HHW Cleanup Day** line in the amount of \$29,543 for April HHW event; and **HCB (Host Community Benefits) Payments** line in the amount \$51,453 which \$15,646 was for December through April adjustment for new agreement with Town of Ulster. Total operating expenses \$1,568,998. Net operating revenues and fund balance for the month of May were \$245,570. Year-to-date net deficit of \$1,164,155.

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

MRF Cost Center Analysis

For the month of May, the total sale of recyclables was \$87,624. Sold a load of aluminum (UBC) for \$33,264. Total transport/disposal costs for May were \$3,832. Net revenue of \$83,792. Total personnel expenses were \$50,701. Total operating expenses were \$17,422. Total personnel/operating costs were \$68,123. Net profit for the month of May was \$15,669. Year-to-date net income of \$22,150.

A mechanic was added to the MRF. The mechanic is going through all equipment at the MRF.

ADMINISTRATIVE MATTERS

Resolution # 2570 Re: Authorizing a Shared Service Agreement between the Ulster County Resource Recovery Agency and the Town of Ulster

This has been discussed at previous meetings. This Resolution is to formalize the agreement.

Tom Kacandes motioned to approve **Resolution #2570 RE: Authorizing a Shared Service Agreement between the Ulster County Resource Recovery Agency and the Town of Ulster**; seconded by Charles Landi.

ROLL CALL VOTE:

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

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

NEW BUSINESS

Katherine Beinkafner stated an email was sent from Ulster County Purchasing Department and the Department of Environment requesting a volunteer Board or staff member to be part of the RFP review committee.

Katherine Beinkafner will be the designated person from the Agency to be part of the review committee with respect to the RFP regarding the Reuse Innovation Center.

EXECUTIVE SESSION

Tom Kacandes moved that the Board go into executive session at 4:23 PM to discuss employee review; seconded by Charles Landi. 5 in favor, 0 opposed, 0 absent.

Tom Kacandes motioned to exit executive session and it was seconded by James Gordon at 5:34 PM. 5 in favor, 0 opposed, 0 absent.

ADJOURN

Tom Kacandes motioned to adjourn the June 23, 2022, Regular Board Meeting at 5:34 PM, seconded by Margot Becker. 5 in favor, 0 opposed, 0 absent.

July 28, 2022

Motion to approve the above transcribed Minutes of the June 23, 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