

**ULSTER COUNTY RESOURCE RECOVERY AGENCY
MINUTES OF THE REGULAR BOARD MEETING
DECEMBER 14, 2022**

The Ulster County Resource Recovery Agency held a Regular Board Meeting on December 14, 2022. This meeting was held in person with a call-in option.

The proceedings were convened at 5:35 PM.

Board members present: Vice Chair Tom Kacandes, Treasurer Charles Landi, Member James Gordon and Member Margot Becker. Chair Katherine Beinkafner was absent.

Staff present: Counsel/Secretary Kenneth Gilligan, Executive Director Greg Ollivier, Director of Finance and Administration Tim DeGraff, Director of Operations and Compliance Charlie Whittaker, Director of Sustainability Angelina Brandt, and Office Manager Melinda France.

Public present: Andrew Ghiorse, a resident.

PLEDGE OF ALLEGIANCE

RECOGNITION OF DEPARTING BOARD MEMBERS (Recording 1:30-4:00)

The Board presented Charles Landi with a plaque of recognition for his service on the Board. Charles Landi served on the Board for 10 years. The Board thanked Charles Landi for all his service on the Board, as Treasurer and as part of the Audit Committee. Charles Landi thanked the Board and stated it was a “good experience” and he “appreciated it”. A picture was taken.

PUBLIC COMMENTS

No comments made.

VICE CHAIR’S COMMENTS (Recording 5:13-8:50)

Dr. Beinkafner was absent from this meeting due to an illness-Vice Chair Tom Kacandes presented.

Vice Chair Kacandes commented that Dr. Beinkafner did not reapply to be appointed to the Board, and she will be acknowledged at a later date. Vice Chair Kacandes stated he learned a lot from both departing Board Members.

Vice Chair Kacandes asked if Charles Landi had any departing words. Charles Landi stated he is concerned that the cost of disposing and transporting of MSW and C&D will increase significantly over the next several years. He stated that he was trying to locate a place for a landfill in Ulster County. Jim Gordon asked Charles Landi to write a letter to the editor regarding his concerns.

APPROVAL OF MINUTES

Charles Landi motioned to approve the minutes of the November 17, 2022, Regular Board Meeting and seconded by James Gordon. 4 in favor, 0 opposed, 1 absent (BEINKAFNER).

COMMUNICATIONS AND ANNOUNCEMENTS

James Gordon made a motion to change the time of the Annual Organizational Meeting from 4:00 PM to 5:30 PM, seconded by Charles Landi. 4 in favor, 0 opposed, 1 absent (BEINKAFNER).

- Annual Organizational Meeting is scheduled for January 26, 2023, at 5:30 PM and the Regular Boarding Meeting will immediately follow the Annual Organizational Meeting

RECYCLING OUTREACH TEAM PROGRAM UPDATE (Recording 13:50-20:00)

Angelina Brandt provided the Recycling Outreach Team update. The update included the end of the year report of the program in review. This report was provided in the packet which included graphs of metrics, images of month-to-month advertising, social media posts, etc.

The yearend review:

- Completed 101.75 hours of direct community programming in 2022. This included:
 - 25 classes/public speaking engagements
 - 26 facility tours
 - 9 tabling events
 - 7 interviews
 - 3 site visits to improve recycling practices
 - 2 community installations at local libraries
- These programs reached approximately 868 adult participants and 328 youth participants.
- Indirect outreach strategies:
 - 4,474 newsletter subscribers received quarterly e-news
 - Social media audience grew to 1,168 followers on Facebook and 1,010 followers on Instagram, and a combined reach of over 19,500 impressions on social media platforms.
 - Youtube has grown to 23 subscribers and this year the channel had 2,739 total views over 26.4 hours of streaming.
- Public Service Announcements were aired across two local radio stations which reached over 70,000 estimated listeners
 - There were different topics and messaging each month
- Print advertising reached an estimated 45,000+ local readers
- Digital streaming OTT campaign targeted Ulster County viewers on Roku, Sling, Tubitv, Pluto tv, which reached 136,191 impressions.
- Received 56 requests for media kits that were sent by mail to various community partners and facilities
- Distributed an additional 764 kits at programs, tours, and events
- Responded to 120 questions through the website "Contact Us Form"
- 1,628 questions through the Recycling Hotline which totaled 130 hours of community engagement over the phone

GENERAL REPORTS

Tim DeGraff presented the general reports.

MSW REPORT (Recording 20:05-22:55)

MSW and C&D tonnage for the month of November, was 12,313 tons which was 132 tons more than the targeted tons of 12,181.

Sludge tonnage for the month was 271 tons which is 27 tons more than the targeted tons of 244.

YTD MSW tonnage is 15,499 tons more than targeted tons. This put the agency at 12 1/4% over budget. YTD sludge is 122 tons less than the targeted tons of 2,909.

RECYCLING TONNAGE REPORT (Recording 23:00-28:15)

Tim DeGraff pointed out the food waste total. He stated that for the month of November, food waste was 424.98 tons. YTD tons up to November are 4,021.7.

There was a brief discussion of food waste and local companies who are reducing packaging waste.

FINANCIAL MATTERS**Treasurer's Report (Recording 28:25-36:12)**

MSW for the month of October was 9,591 tons and C&D was 3,179 tons. Revenue line items of note: **HHW/MWRR/FSR Grant** line in the amount of \$25,041 first quarter payment for 2022. Total revenues were \$1,623,991. Expense line items to note: **MRF Operations** in the amount of \$49,604 related to OSHA safety and lighting work and **Vehicle Maintenance Facility** in the amount of \$58,748 related to materials for the paving/road repair. Total operating expenses \$1,537,954. Net operating revenues and fund balance for the month of October were \$86,037. Year-to-date is a positive \$19,285.

Charles Landi made a motion to approve the **October Treasurer's Report** and it was seconded by James Gordon. 4 in favor, 0 opposed, 1 absent (BEINKAFNER).

MRF Cost Center Analysis (Recording 36:20-38:35)

For the month of October, the total sale of recyclables was \$6,915 (news & OCC). Total transport/disposal costs for October were \$8,278. Net loss of \$1,363. Total personnel expenses were \$40,541. Total operating expenses were \$50,170. Total personnel/operating costs were \$90,711. Net loss for the month of October was \$92,074. Year-to-date net loss of \$149,002.

EXECUTIVE DIRECTOR'S UPDATE (Recording 39:30-59:35)

Greg Ollivier updated the Board on various items. Updates and decision included the following:

- November 28th hosted members of the Energy, Environment and Sustainability Committee and Recycling Oversight Committee. Tour was provided. The Recycling Oversight Committee held their meeting after the tour. Greg and Angelina both attended the meeting. Greg stated that all the feedback was positive.
- December 14th Greg, Angelina and Tanesia toured the MRF (Material Recovery Facility) of Republic Services in Beacon, NY. Tour was also attended by Legislative Greene, Penny Coleman with the ZWIP Group, Europa McGovern and Nick Hvozda of the Ulster County Department of Environment.

- After the tour in Beacon, Greg, Angelina, and Tanesia had a “lengthy but productive conversation” with Europa McGovern and Nick Hvozda of the Ulster County Department of Environment.
- Greg had a meeting with Dave Bennick from Re-Use Consulting. Dave Bennick is the consultant working on the Reuse Innovation Center. Mr. Bennick spent a day at the Transfer Station observing what was being dumped on the floors.
- Angelina and Greg went to the EES Committee meeting to provide an update.
- Working on a pilot program regarding mattresses with Renewal Recycling out of NYC
- Working on an RFP (Request for Proposal) for analysis and review of placing a landfill in Ulster County-new or reclaimed. The RFP should be ready by the first of year.

ADMINISTRATIVE MATTERS

Resolution # 2579 Re: Approving Amendment to the Rules of Conduct Policy-TABLED**** for further discussion and review.

Resolution # 2580 Re: Approving Amendment to the Composting Sale Policy

Margot Becker motioned to approve **Resolution #2580 RE: Approving Amendment to the Composting Sale Policy**; seconded by James Gordon. 4 in favor, 0 opposed, 1 absent (BEINKAFNER)

Resolution # 2581 Re: Approval of Procedures for Videoconferencing Pursuant to Public Officers Law Section 103-a

Charles Landi motioned to approve **Resolution #2581 RE: Approval of Procedures for Videoconferencing Pursuant to Public Officers Law Section 103-a**; seconded by Margot Becker. 4 in favor, 0 opposed, 1 absent (BEINKAFNER)

OLD BUSINESS

- Discussion of refrigerants will be added to the agenda for the next Board Meeting

NEW BUSINESS-none

ADJOURN

James Gordon motioned to adjourn the December 14, 2022, Regular Board Meeting at 6:55 PM, seconded by Charles Landi. 4 in favor, 0 opposed, 1 absent (BEINKAFNER).

January 26, 2023

Motion to approve the above transcribed Minutes of the December 14, 2023, 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

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