

**ULSTER COUNTY RESOURCE RECOVERY AGENCY  
MINUTES OF THE REGULAR BOARD MEETING  
JULY 28, 2020**

The Ulster County Resource Recovery Agency held a Regular Board Meeting on June 28, 2020. Due to the current health crisis and the related New York State limit on gatherings, this meeting was 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 12:00pm.

The following Board members were present: Chair Fred Wadnola, Vice Chair Katherine Beinkafner, Treasurer Charles Landi, Member JoAnne Myers, and Member Lisa Mitten.

Also present were: Counsel/Secretary Kenneth Gilligan, Controller Tim DeGraff, Director of Operations and Safety Charlie Whittaker, Recycling Coordinator Angelina Peone, Recycling Educator Melinda France and Administrative Assistant Brenna Whitaker.

From the public: Reporter Bill Kemble from the Daily Freeman.

**PLEDGE OF ALLEGIANCE**

**PUBLIC COMMENT**

JoAnne Myers stated that Manna Jo Greene had sent out public comment in writing. The comments were not read aloud. Katherine Beinkafner handed out printed copies of the comments to other members of the Board.

The comments ask the Board to pass a resolution committing themselves to collaborating with the legislature, Recycling Oversight Committee, and Solid Waste Planning Commission to create a Zero Waste Implementation Plan for the county that will be supplemental to the Local Solid Waste Management Plan.

Katherine Beinkafner said that she doesn't support the legislature's involvement in creating a Zero Waste Plan. She also stated that she believes some of the things being requested of the Agency are not the Agency's responsibility.

The Board questioned where the Local Solid Waste Management Plan is in the process with the legislature.

Fred Wadnola spoke about the original purpose of the Agency and the major need for recycling education.

JoAnne Myers stated that the Board should be working collaboratively with the legislature to find a solution. She added that advocating at the state level is necessary.

Fred Wadnola said that the Board needs to move ahead with plans for a landfill, because even with a zero waste plan, some things will still need an end destination that cannot be recycled.

**CHAIR’S COMMENTS**

Fred Wadnola gave the Board new committee assignments with a print out of each committee’s mission. He also created a new Zero Waste Committee.

Tim DeGraff stated that the board already appointed committees for the year at the Annual Organizational Meeting. He asked Ken if there needs to be a resolution to approve committee changes.

Ken Gilligan responded that there does not need to be any kind of resolution.

Fred Wadnola said that the ABO states that the Chair of the Board can make changes to committees at any time.

**APPROVAL OF MINUTES**

Fred Wadnola motioned to approve the minutes of the June 29, 2020 Regular Board Meeting. Moved by Charles Landi and seconded by JoAnne Myers.

Roll Call Vote

- Wadnola: Aye
- Beinkafner: Aye
- Landi: Aye
- Myers: Aye
- Mitten: Aye

The motion passed 5-0.

**COMMUNICATIONS AND ANNOUNCEMENTS**

Fred Wadnola stated that the next Regular Board Meeting will be held on August 24, 2020 at 12:00pm.

Tim DeGraff gave the Board a timeline of the budget process for the year.

**GENERAL REPORTS**

Tim DeGraff presented the MSW and Recycling Tonnage reports:

**MSW**

	June 2020		
	Target Tonnage	Actual Tonnage	Difference
MSW	11,295 tons	12,333 tons	1,038 tons
Sludge	345 tons	305 tons	-40 tons

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Tim DeGraff mentioned a drop off in MSW and C&D tonnage in April and May due to COVID-19, but made up for some of the losses in June. He also noted that C&D in June was actually higher than the previous year.

JoAnne Myers requested C&D be added to this report.

Tim DeGraff explained that C&D is very volatile and it's better to compare actual volume of C&D, which is done on the Treasurer's report.

**Recycling Tonnage**

	June 2020	June 2019
Commingle	149.14 tons	95.37 tons
Glass	52.56 tons	38.79 tons
Mixed News	92.03 tons	84.87 tons
Kingston City Hard Mix	99.74 tons	81.30 tons
OCC	226.91 tons	152.30 tons
Food Waste	405.58 tons	417.17 tons

Tim DeGraff noted that recycling from the MRDC's is up about 8% (Note-all recycling volume is up 8%, MRDC recycling volume only is up 11%).

Charlie Whittaker talked about the positive changes to the compost program.

**Recycling Market Update**

Charlie Whittaker discussed the rise of HDPE prices last year. He said that higher demand came from more packaging companies committing to using higher quantities of post-consumer resin PCR (the recycled product of plastic waste created by consumers used to make environmentally friendly packaging). Now the prices have leveled out but demand is still high. Mixed color PCR has limited uses due to the inks used. Natural PCR is preferred by packaging companies. He added that scrap plastic price trends mirror the price of oil.

He explained China's restriction on imported recycling has majorly changed the industry worldwide.

He stated that the Agency's staff diverts everything possible from the Transfer Station that can be recycled such as cardboard, metal, tires, textiles, and Freon units. In 2020 about 6 tons (12,000 pounds) per day of material is diverted away from the landfill.

**RECYCLING PROGRAM UPDATE**

Angelina Peone presented the Recycling Program Update for the month of July. She stated that recycling outreach messaging has been celebrating Plastic Free July. The Board was previously sent a spreadsheet outlining the Plastic Free July campaign. The team is aiming to educate the public on the health impacts of plastic pollution on humans and the environment, how plastics are made and recycled, and how to reduce the use of plastics. She stated that despite the challenges of COVID-19 and social distancing, the

Recycling Outreach Team is utilizing social media and its new YouTube channel for outreach and education.

She discussed the new program supplies in development, including 6 new retractable banners that will be displayed at the Main Office as well as for traveling to events. They each cover a different topic and can be switched out as needed. New fact sheets aim to give the public as much information as possible in one place. She stated that it is imperative that this information is accessible to everyone within the county, therefore all new print materials are available in English and Spanish, and that will continue with all materials moving forward. The Agency's new website also translates into Spanish with the click of a button.

Quarterly compost tests showed excellent results. The Board was provided with a historical summary of compost test results, showing how consistent the product has been, and Angelina discussed the chemical and biological parameters the compost is analyzed for. Test results are always available to the public on the Agency's website or by request.

Katherine Beinkafner asked about compost trainings offered by the Agency. Angelina replied that they hosted three workshops so far this year and that the Recycling Outreach Team is considering another class in the fall, addressing the benefits and uses of compost at that time of the year.

## **FINANCIAL MATTERS**

Tim DeGraff presented the June 2020 Treasurer's Report and MRF Cost Center Analysis.

### **Treasurer's Report**

For the month of June, the Agency's MSW tons were 8,462 and C&D tons were 3,871. No revenue line items of note. Total revenue for the month of \$1,483,610. Expense line items of note: Transfer Station expenses were \$16,178, \$8,191 of which relates to the replacement of an overhead door at UTS. Compost Operations was \$10,504 which relates to the compost area expansion. Total expenses for the month of \$1,196,540. Net operating revenue was \$287,070. Capital Outlay was \$615 for the removal of the old inbound scale. For the month of June, the fund balance was a positive \$609,930 (exclusive of operating reserve transfer in, the amount is \$286,455 for the month). Year to Date fund balance is a deficit of \$1,950,045 (exclusive of operating reserve transfer in, a deficit of \$2,273,520).

Fred Wadnola motioned to approve the June 2020 Treasurer's Report. Moved by Charles Landi and seconded by JoAnne Myers.

### **Roll Call Vote**

Wadnola: Aye  
Beinkafner: Aye  
Landi: Aye  
Myers: Aye  
Mitten: Aye

The motion passed 5-0.

**MRF Cost Center Analysis**

For the month of June, tipping fees were \$0. The total sale of recyclables was \$35,430. Total transport/disposal costs for June were \$3,789. Total personnel expenses were \$41,115. Total operating expenses were \$6,401. Total personnel/operating costs were \$47,516. Net loss for the month of \$15,875. Year-to-date net loss of \$190,096.

**ADMINISTRATIVE MATTERS**

**Resolution No. 2509 Authorizing and Approving the Appointment of Acting Executive Director**

JoAnne Myers voiced her concern that the wording of this resolution will lock the Board into replicating the same organizational structure in the future. She said the Board may want to look at other models.

Ken Gilligan replied that the structure of the Agency's staff can be changed and isn't affected by this resolution.

JoAnne Myers stated that the financial impact should state \$2,000 per month, instead of just \$2,000.

Ken Gilligan replied that the Board will approve the resolution as amended.

Fred Wadnola motioned to approve Resolution No. 2509 Authorizing and Approving the Appointment of Acting Executive Director. Seconded by Charles Landi.

**Roll Call Vote**

Beinkafner: Aye

Landi: Aye

Myers: Aye

Mitten: Aye

Wadnola: Aye

The motion passed 5-0.

**OLD BUSINESS**

Charlie Whittaker stated that today he and Tim DeGraff as well as Brinnier & Larios met with the contractor regarding the scale replacement project. The project is moving along well. The drainage improvements are completed. In-house work will soon be completed at the scales to put up billboards that will allow customers to see their vehicle weight on a screen. He added that leftover concrete from a project was used to make barriers at the MRF.

Charlie Whittaker said that the compost expansion project is being done in-house. He said the staff has laid 150ft by 200ft of concrete as a place to put the finished compost, keeping gravel, glass, or other contaminants out of the product. It will also help with odors and water run-off. Lights and telephone poles have been installed. The area from the MRF to the compost facility is being blacktopped because the area gets incredibly muddy and is difficult to walk/drive through. He stated that the Agency would not be able to complete this work without the new machines that have been purchased recently.

Lisa Mitten asked if the EcoPark is officially on hold.

Tim DeGraff said he did reach out to the engineers to tell them the project is not moving forward.

### **NEW BUSINESS**

Katherine Beinkafner said that before Tim Rose left she asked him to reach out to a man in Jersey who makes a zero waste system that could be built here. She is in communication with him and other groups that make alternative technologies that could be used in Ulster County. She added that she has been making a list of questions she feels the Board needs to learn more about for the Solid Waste Management Plan, such as the Agency's tipping fee.

Charles Landi stated that the lack of a landfill in Ulster County is a looming crisis and the Board needs to focus on a landfill. Fred Wadnola agreed.

Lisa Mitten said that the Board has been talking about this for years. She wants to know what real tangible steps the Board needs to take to get anything done. She questioned whether just talking about it in Board meetings is enough time to make progress.

Fred Wadnola stated that the Board needs to find a location for a landfill and sell it to the towns.

Ken Gilligan replied that finding a site for a landfill is about all the Board can do. Because the Agency is bonded by the legislature, they ultimately have the power.

Lisa Mitten said this process is very involved and she wants to know who the Board is expecting to do this work.

Tim DeGraff said the Agency should speak to Rockland County who recently issued and received results from an RFEI (Request for Expressions of Interest), which he had already been planning to do once they have reviewed their results. At that point the Agency can review their information and possibly issue its own RFEI. He added that it has been difficult for him to know where to start or where things were in the process because he received no information from Tim Rose when he left, there are no folders.

Charles Landi said that Tim DeGraff needs to speak with Ed McAndrews, the Commissioner of the Sullivan County Department of Public Works, who had reached out to Tim Rose a few weeks prior to his departure to ask if he was still interested in a joint county operation.

Tim DeGraff stated that he did try to get a hold of him but has been unable to speak with him so far.

Fred Wadnola said that he doesn't think there will ever be enough agreement for regionalization to move forward.

Ken Gilligan said the Board needs to put out an RFP for siting a landfill. He stated that the Board's duty is strictly to make policy decisions.

Charles Landi recommended Angelina Peone to work on an advertising campaign to educate the public on the benefits of landfills and why the county needs one.

Charles Landi stated that the Board needs to look at the map that was generated by the now defunct Solid Waste Management Improvement Commission. He added that many were disqualified by the DEC, but 17 properties remained.

Katherine Beinkafner told the Board that this map was only created in order to see how a Geographic Interface System (GIS) could work in selectively identifying a suitable site for a landfill. She stated that the map was supposed to be confidential, and that Charles Landi was never supposed to give out the information that he did.

JoAnne Myers said that the map is outdated at this point and would need to be redone anyway.

Lisa Mitten said that while this information is great for a working group, but that right now the Board needs to focus on higher lever decisions. She wants to know how the Board is going to spend the next six months in order to make any progress.

JoAnne Myers agreed that one Board meeting per month is not enough for this work.

Lisa Mitten proposed that the Board schedule a meeting to discuss the Executive Director position.

JoAnne Myers requested the Governance Committee meet first.

The Board agreed upon August 10<sup>th</sup> at 1:30pm for a Special Meeting of the Governance Committee.

Katherine Beinkafner asked if the Agency should extend the town contracts for another year since no work has been done on it.

Fred Wadnola responded that Tim DeGraff has been working on it.

The Board also scheduled a Special Board Meeting for 1:30pm on August 18<sup>th</sup>.

Fred Wadnola said that he believes that it is too soon to think about the next Executive Director. He said the Board is not knowledgeable of everything that's involved with running the Agency, and that they need to spend some time learning.

Lisa Mitten said that the Board should be listening to the staff regarding what is needed at the Agency.

Fred Wadnola called Fawn Tantillo to find out if the Solid Waste Management Plan is on the legislature's agenda for its next meeting. He was told that the plan never came out of committee, and was not ready to be placed on the agenda for a vote.

### **EXECUTIVE SESSION**

At 2:40pm Katherine Beinkafner motioned to enter executive session for the purpose of discussing a specific employee's contract or employment history. Seconded by Charles Landi.

At 2:43pm Fred Wadnola motioned to exit executive session. Seconded by JoAnne Myers.

**ADMINISTRATIVE MATTERS**

**Resolution No. 2510 RE: Authorizing the Payment Scale raise for the Controller for the 2020 Contract Year**

Fred Wadnola motioned to approve Resolution No. 2510 RE: Authorizing the Payment Scale raise for the Controller for the 2020 Contract Year. Seconded by Charles Landi.

**Roll Call Vote**

Beinkafner: Aye  
Landi: Aye  
Myers: Aye  
Mitten: Aye  
Wadnola: Aye

The motion passed 5-0.

**Resolution No. 2511 RE: Authorizing the Payment Scale raise for the Director of Operations and Safety for the 2020 Contract Year**

JoAnne Myers motioned to approve Resolution No. 2511 RE: Authorizing the Payment Scale raise for the Director of Operations and Safety for the 2020 Contract Year. Seconded by Fred Wadnola.

**Roll Call Vote**

Beinkafner: Aye  
Landi: Aye  
Myers: Aye  
Mitten: Aye  
Wadnola: Aye

The motion passed 5-0.

**ADJOURN**

Fred Wadnola motioned to adjourn the July 28, 2020 Regular Board Meeting. Seconded by Charles Landi. 5 in favor, 0 opposed, 0 absent.



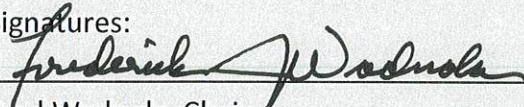
August 24, 2020

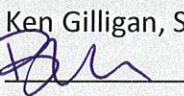
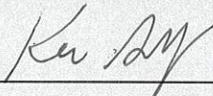
Motion to approve the above transcribed Minutes of the July 28, 2020 Regular Board Meeting was made by Fred Wadnola, seconded by JoAnne Myers. 4 in favor, 0 opposed, 0 absent. 1 abstain (Beinkafner)  
Absent: N/A

The minutes were approved by the Board.

Transcribed by: Brenna Whitaker, Administrative Assistant. Meetings are recorded and available upon request.

Signatures:

  
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Fred Wadnola, Chair

Ken Gilligan, Secretary  
   
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Brenna Whitaker, Administrative Assistant