

**ULSTER COUNTY RESOURCE RECOVERY AGENCY
REGULAR BOARD MEETING MINUTES
FEBRUARY 23, 2023**

The Ulster County Resource Recovery Agency held a Regular Board Meeting on February 23, 2023.

The proceedings were convened at 5:30 PM.

Board members present: Chair Andrew Ghiorse, Vice Chair Margot Becker, Member James Gordon and Member Donna Egan. Treasurer Tom Kacandes was absent.

Staff present: Counsel/Secretary Kenneth Gilligan, Executive Director Greg Ollivier, Director of Finance and Administration Tim DeGraff, and Office Manager Melinda France.

From the public: Reporter Bill Kemble from the Daily Freeman, Katherine Beinkafner, approximately 16 Town of Plattekill residents and a Kingston resident. (Attached to the Minutes is the sign-in log).

The Board and Staff presented Katherine Beinkafner with a thank you plaque for “her loyalty, leadership and dedicated service to the Ulster County Resource Recovery Agency Board”. (There is no recording of this due to the recording not being turned on).

STATEMENT ADDRESSING LANDFILL CONCERNS (Recording :34-3:48)

Greg Ollivier welcomed everyone to the meeting and read the following statement:

“UCRRA is aware that it has been reported that this agency is looking to site a landfill in Ulster County. I would like to make it clear that we are not currently working toward placing a landfill in Ulster County and we have not identified a location for placing a landfill. A study was prepared but has never been accepted as an official document within UCRRA. It identified some potential landfill locations, but because of its unofficial and draft status, it is not being used by the agency in any manner. What the agency has done is issue a Request for Proposals to identify the cost and time it would take to complete a broad and comprehensive landfill Feasibility Study. We have not commissioned a study yet and will not be able to determine if one will be performed until we evaluate the proposals we receive. The RFP that has been issued is a public document that you are welcome to request a copy of by going to our website and filling out a request for public information at www.UCRRA.org. Lastly, the last new landfill I am aware of in the state of New York took 12 years to get permitted. It required many public hearings.”

PUBLIC COMMENT (Recording 3:54-41:30)

The following residents of Plattekill spoke: Councilman of Plattekill Dean DePew, Sr., Michael Lembo, David Angelillo, Eric LoFaro, Sis Morse, Caroline Posie and Bill Kemble from the Daily Freeman.

The main concerns, questions, points and comments were:

- Confusion on if the Agency is in the process or not in the process of placing/siting a landfill
- Questions and concerns regarding the HydroQuest study
- If copies of HydroQuest report were available
- Plattekill residents and the town not being notified regarding the Town as a possible landfill site
- Hertel Landfill, Superfund site and the waterways around the area
- Concerns of opening the Hertel Landfill
- What areas were being considered for a landfill besides the 2 sites in Plattekill
- Plattekill not wanting the landfill in their Town
- Past siting/studies for a landfill in Ulster County
- Plattekill residents all have wells not public water
- Anything further regarding “GUS”

Andrew Ghiorse explained why he believed HydroQuest study came about. He believed it was due to Seneca Meadows Landfill possibly closing. He stated the HydroQuest study was not something the Board planned on adopting or was it completed for the Board to vote on. Mr. Ghiorse stated the discussion regarding siting a landfill has been going on for 20 years. He apologized to the residents that they were not notified but he was not on the Board at the time.

Ken Gilligan commented on questions and comments from the speakers. Ken Gilligan’s comments/response included:

- He explained why the Agency was created
- He stated the Board had changed in the last two years
- GUS study was done to consolidate Greene, Ulster and Sullivan. Nothing was ever done with moving forward regarding GUS. Sullivan had a lot of debt.
- The Board is not looking at siting a landfill at this time
- There is an RFP out requesting proposals for Engineering Services regarding landfill feasibility study. This RFP is available on the website.
- HydroQuest was a study done two years ago
- Nothing was ever done with the HydroQuest study
- The RFP regarding the solar farm project is the County’s project and has nothing to do with the Agency

Andrew Ghiorse asked Greg Ollivier to send a letter to all town supervisors clarifying the study.

CHAIR’S COMMENTS-none

APPROVAL OF MINUTES

James Gordon motioned to approve the minutes of the January 26, 2023, Annual Organizational and Regular Board Meeting and seconded by Donna Egan. 4 in favor, 0 opposed, 1 absent (KACANDES).

COMMUNICATIONS & ANNOUNCEMENTS

An Audit Committee Meeting is scheduled for March 23, 2023, at 4:30 PM and the Regular Board Meeting will commence at 5:30 PM, after the Audit Committee meeting.

GENERAL REPORTS PRESENTED BY TIM DEGRAFF, DIRECTOR OF FINANCE AND ADMINISTRATION**MSW Tonnage Report (Recording 48:19-50:05)**

	January 2023		
	Actual Tonnage	Target Tonnage	Difference
MSW	11,298 tons	9,366 tons	1,932 tons
Sludge	251 tons	236 tons	15 tons

Recycling Tonnage Report (Recording 50:08-50:45)

Tim DeGraff noted woodchips, which were 803 tons for the month of January. He stated this was higher due to the grinder being back up and running after being down in the Fall. He stated that the Agency grinds the brush for the Towns in exchange for keeping the woodchips.

Treasurer's Report (Recording 51:25-1:01:29)➤ **YEAR-END**

MSW for the month of December was 8,308 tons and C&D was 2,297 tons. Revenue line items of note: **HHW/MWRR/FSR Grants** line in the amount of \$85,256 was for year-end accrual for receipt of grant funds for 2021 HHW events and 2nd quarter 2022 MWRR grant. Total revenues were \$1,471,614. Expense line items to note: **Personnel** in the amount of \$483,256 which included full payroll accrual for 2022 paid out in 2023 and year end compensated absences accrual. Total operating expenses \$1,519,507. Net operating revenues were a negative \$47,893. **Capital Outlay** in the amount of \$297,644 which related to the purchase of 15 40 yard open top roll-off boxes in the amount of \$160,760; catwalk attachment at the New Paltz Scale in the amount of \$7,800; and grinder repairs in the amount of \$129,084. Negative Fund Balance for the month in the amount of \$345,537 for the period of 2018-2022 the net fund balance was \$203,459 which correlated with the operating reserve balance increase over the same period. Year-end was a negative \$683,318.

➤ **JANUARY**

MSW for the month of January was 8,860 tons and C&D was 2,438 tons. Revenue line items of note: **Misc. Revenues** line in the amount of \$30,411 was for 2023 permit fees (\$27,000). Total revenues were \$1,514,600. The difference from January 2023 to January 2022 was \$317,533 which was due to higher volume and rate increase. Expense line items to note: **Insurance** in the amount of \$37,823 for premium increase for auto/cyber/workers comp and **Composting**

Operations in the amount of \$6,057 which was for equipment repairs. Total operating expenses \$1,248,920. Net operating revenues was \$265,680.

Margot Becker made a motion to approve the December and January **Treasurer's Reports** and it was seconded by James Gordon. 4 in favor, 0 opposed, 1 absent (KACANDES).

MRF Cost Center Analysis (Recording 1:01:40-1:06:35)

➤ **YEAR-END**

Net loss for the month of December was \$27,424 due to the markets taking a downturn in July and August. Year-to-date net loss of \$171,684. Tim stated major electrically and safety repairs were done in the amount of approximately \$40,000; stockpiled the baling wire approximately costed \$35,000; and MRF repairs in about \$22,000 to get it back up and running.

➤ **JANUARY**

Tim explained how he changed the MRF Cost Center Analysis report. He stated instead of comparing the monthly average, the report will now compare 3-year average to the current month.

For the month of January there was a net loss of \$42,013.

EXECUTIVE DIRECTOR'S UPDATE & RECYCLING OUTREACH PROGRAM UPDATE

RECYCLING OUTREACH PROGRAM UPDATE (Recording 1:06:57-1:12:00)

Greg Ollivier provided the update. The update included the following:

- Monthly outreach topic was "Break Up with SUP (Single Use Plastics)"
- Social Media focused on the Ulster County Skip the Straw Law, National Skip the Straw Day, Valentine's Day and promos for February classes
- Radio message was "Reuse & Repair"
- New blog was posted "UCRRA Sustainable Materials Management in 2022"
- Youtube Preroll Campaign "Rethink Waste Recyclopedia" which ran from February 1st-28th
- Presentations/tours, etc.
 - 2/2- Tour for Sullivan County Division of Public Works
 - 2/7-Intro to Home Composting at the Rosendale Recreation Center
 - 2/7-Communications circulated to SUNY campus contacts regarding the NYSAR3's College Council Grant
 - 2/14-The Outreach Team was highlighted during the NY Compost Awareness Week meeting

- 2/21-Recycle Right at the Kingston Library
- 2/24 Skip the Straw Day at UCRRA (give-away of reusable items)
- 2/26-Outreach booth “Repairing Recycling Habits” at the Gardiner Repair Café

Greg added that he is receiving very positive feedback regarding the presentations.

Board and staff had a discussion regarding the composting grant that the Agency was working on and the Town Transfer Stations. (Recording 1:12:07-1:43:04)

Greg Ollivier’s update included the following discussion points/updates (Recording 1:43:13-1:56:58):

- Visited Town of Rochester Transfer Station. He will be working on some improvements to help the Town of Rochester.
- He has met with 6 Town Transfer Stations.
- Meeting with Jen Metzger, County Executive had to be rescheduled (no new date yet).
- Had a meeting with a contracted hauler regarding the hauling of MSW in New Paltz. The hauler has been struggling with the Agreement regarding the services they were providing. The contracted hauler is willing to let us out of the contract. There is another hauler that can assistance with hauling. There will be no financial changes. The new hauler will provide a steadier service.

The Board asked Greg to provide weekly updates to them. The updates should include meetings, items that are being worked on and any assistance he would need the Board’s help on.

DEPARTMENTAL GOALS DISCUSSION (Recording 1:57:00-2:11:50)

Greg Ollivier provided the Board with a copy of the SMART Departmental Goals prepared by each Director.

DISCUSSION INCLUDED:

- Greg stated that there are no goals listed that the staff is not already doing
- Goals are aligned to the Solid Waste Management Plan
- Board wants to see more things that are affecting change, and improvement with metrics
- This is a “focus document”
- Greg assigned one goal to each Director:
 - Charlie-new ways in marketing with respect to commodities at the MRF
 - Angelina-more interaction with the schools

ADMINISTRATIVE MATTERS**Resolution No. 2586 - Re: Authorization and Approving a Statement of Interest for Diversion of Waste** (Recording 2:12:10-2:32:13)

There was a brief discussion regarding Resolution #2586. After the discussion the Board amended Resolution # 2586. James Gordon moved to amend the Resolution and Andrew Ghiorse seconded it. The change made to Resolution #2586 was to add another paragraph stating, “**FURTHER RESOLVED**, that copies of all responses be shared with the entire board, and be it further”.

James Gordon made a motion to approve **Resolution No. 2586-Re: Authorization and Approving a Statement of Interest for Diversion of Waste** as amended and it was seconded by Andrew Ghiorse. 4 approved, 0 opposed, 1 absent (KACANDES).

Resolution No. 2587 – Re: Authorization for Revision of Data Analyst Job Description (Recording 2:32:25-2:34:10)

This resolution was brought to the Board to update the original Data Analyst Job Description which was outdated.

James Gordon made a motion to **approve Resolution No. 2587-Re: Authorization for Revision of Data Analyst Job Description** and seconded by Margot Becker. 4 in favor, 0 opposed, 1 absent (KACANDES).

Resolution No. 2588 – Re: Authorization for Salary Adjustment for Administrative Staff Positions (Recording 2:34:20-2:44:23)

The Board and staff discussed this resolution prior to going into executive session.

EXECUTIVE SESSION

James Gordon made a motion to go into Executive Session at 8:16 PM to discuss employee history and it was seconded by Andrew Ghiorse.

The Board came out of Executive Session at 8:30 PM.

James Gordon made the motion to amend **Resolution No. 2588-Re: Authorization for Salary Adjustment for Administrative Staff Positions** seconded by Margot Becker. 4 approved, 1 absent (KACANDES). This resolution was amended to add Director of Operations and Compliance and the Director of Finance and Administration salary to increase by 2%.

James Gordon made a motion to approve the amended **Resolution #2588-Re: Authorization for Salary Adjustment for Administrative Staff Positions** and was seconded by Margot Becker. 4 approved, 1 absent (KACANDES).

OLD BUSINESS-none

NEW BUSINESS-none

ADJOURN

Motion to adjourn the February 23, 2023, Regular Board Meeting at 8:30 PM was made by James Gordon and seconded by Margot Becker. 4 in favor, 0 opposed, 1 absent (KACANDES).

March 23, 2023

Motion to approve the above transcribed Minutes of the February 23, 2023 Regular Board Meeting was made by _____, seconded by _____. in 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:

Andrew Ghiorse, Chair

Ken Gilligan, Secretary