

**ULSTER COUNTY RESOURCE RECOVERY AGENCY
REGULAR BOARD MEETING MINUTES
AUGUST 22, 2023**

The Ulster County Resource Recovery Agency held a Regular Board Meeting on August 22, 2023.

The proceedings were convened at 5:30 PM. This meeting was held at the Agency's Main Office, 999 Flatbush Road, Kingston, NY.

Board members present: Chair Andrew Ghiorse, Vice Chair James Gordon (arrived 5:37PM), Treasurer Regis Obijiski, Member Donna Egan and Member David Gilmour.

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

From the public: Reporter Bill Kemble from the Daily Freeman; Reporter Rokosz Most from Hudson Valley One and Manna Jo Greene, Ulster County Legislator.

PLEDGE OF ALLEGIANCE

PUBLIC COMMENT – No comment was made at the beginning of the meeting please see comment made during 'New Business'.

CHAIR'S COMMENTS-No comments were made.

ELECTION OF OFFICERS

Andrew Ghiorse nominated Regis Obijiski as the Treasurer of the Board and it was seconded by David Gilmour. 4 in favor, 1 absent (GORDON).

Andrew Ghiorse nominated James Gordon as Vice Chair of the Board and it was seconded by David Gilmour. 5 in favor, 0 opposed.

APPOINT BOARD COMMITTEES

Regis Obijiski will be the Chair of the Audit and Finance Committee.

James Gordon will be the Chair of the Governance Committee. David Gilmour was added as a member to the Governance Committee.

APPROVAL OF MINUTES

Andrew Ghiorse motioned to approve the minutes of the August 22, 2023, Regular Board Meeting and seconded by James Gordon. 3 in favor, 2 abstention (OBIJISKI & GILMOUR), 0 absent.

COMMUNICATIONS & ANNOUNCEMENTS

- Public Hearing regarding the draft 2024 Budget is scheduled for Thursday, September 21, 2023, at 5:30PM.
- Regular Board Meeting is scheduled for Thursday, September 28, 2023, at 5:30 PM

GENERAL REPORTS PRESENTED BY TIM DEGRAFF, DIRECTOR OF FINANCE AND ADMINISTRATION

July MSW Tonnage Report (Recording 8:50-10:25)

MSW/C&D:

Target Tons	Actual Tonnage in	Difference
12,971	13,083	Over Targeted Tons by 112 Tons

Year-to-date MSW/C&D

Target Tons	Actual Tonnage in	Difference
82,099	80,657	Tonnage in was short 1,441 tons compared to targeted tons

SLUDGE:

Target Tons	Actual Tonnage in	Difference
248	289	Over Targeted Tons by 41 Tons

Year-to-date SLUDGE

Target Tons	Actual Tonnage in	Difference
1,832	1,847	Tonnage in was over 15 tons from the targeted tons

July Recycling Tonnage Report (Recording 10:26-12:47)

Tim DeGraff pointed out food waste which was still high due to Organix. Organix brought in 86% of the volume of food waste in July. Year to date food waste is 3,219.88 tons and the Agency is permitted for 5,000 tons of food waste. If the Agency gets close to permitted food waste, they would contact the NYSDEC.

July Treasurer’s Report (Recording 12:48-16:03)

Total Revenues were \$1,717,769. No Revenue Line items to note. Expense Line items to note: **Recycling Education** in the amount of \$19,285 was for Ulster County Fair Expenses (\$11,861); and **HHW Cleanup Day** in the amount of \$36,581 was for the June event. Total Operating Expenses were \$1,486,724. For the month of July the Net Operating Revenues were \$231,045.

Capital Outlay was \$249,407 which \$247,151 was for a new roll off and \$2,256 were for flooring materials/supplies for the recycling education building. Fund balance is at a deficit of \$18,362. Year to date there is a deficit of \$861,096.

Greg Ollivier added that the \$11,000 was not just for the Ulster County Fair but for bins that were purchased to use at the fair and these bins will be used at various events throughout the County.

James Gordon made a motion to approve the July Treasurer's Report and it was seconded by Donna Egan. 5 in favor, 0 opposed, 0 absent.

MRF Cost Center Analysis (Recording 16:05-20:36)

Tim DeGraff stated the total sale of recyclables was \$28,795 for the month of July. Transportation and Disposal Costs were \$10,988. Net revenue was \$17,807. Total Personnel/Operating Expenses were \$38,762. Net Loss of \$20,955. Year to date there is a net loss of \$197,480.

Tim DeGraff explained the graphs on the Recycling Market Trend Report which was included in the MRF Cost Center Analysis report.

Board and staff had a brief discussion regarding recycling.

RECYCLING OUTREACH PROGRAM UPDATE PRESENTED BY ANGELINA BRANDT (Recording 20:38-29:47)

Angelina Brandt, Director of Sustainability provided the update. The update included the following:

- The monthly outreach focus for social media was "Summertime Sustainability"
 - Answered questions regarding air conditioners, pool chemicals, BBQ propane tank, disposing of insect repellent and sun lotion
 - Advised where residents could donate old camping gear and what to do with plastic pool toys
- Blog post was made regarding how to green the back-to-school routine-5 tips were provided
- August 14th MRDC Informational Recycling Meeting was held
 - 10 people attended which represented 8 towns
 - Habitat for Humanity was a guest speaker

The Board asked if the Agency works with Repair Cafes. Angelina responded that they have done outreach tables at some of the events by educating residents "how to fix recycling habits" and all Repair Cafes' events are posted to the Agency's website.

- Updated the Town's drop center signs-65 signs in total were distributed
- Ulster County Fair update

- Reached over 500 adults and 100 youth
- 65 hours of direct community engagement

The Board had several questions regarding YP (Young Professionals) program and the media kits. Angelina explained both items to the Board.

EXECUTIVE DIRECTOR'S UPDATE (Recording 29:52-49:00)

Greg Ollivier update included the following discussion points/updates:

- Mattress Pilot Recycling Program (Greg provided an overview to the new board members regarding Mattress Pilot Recycling Program)
 - Followed up to the NYSDEC with answers to the questions they had. Charlie Whittaker, the consultant, and Greg prepared the responses.
 - Have not heard anything else from NYSDEC after responding
 - Donna Egan asked what Sterling (consultant) is charging. Staff could not supply an amount without looking it up.
- Currently, no date on the demo with shredder (MSW). Reached out to different contacts regarding setting up the demo on shredding.
- Ulster County Fair
 - Booth was on Environmental Row
 - There was a spin wheel game, prizes and a raffle
 - The raffle was for 10 bags of UCRRA's compost and a compost tumbler
 - Everyone was enthusiastic
 - Event bins were out at the fair. The bins contained a lot of trash but were noticeable.
 - Collected 1100 lbs. of food scraps from the food vendors
- Continues to attend EES Meetings, Supervisors/Mayors meetings

David Gilmour, Board Member, asked if Greg was on the agenda for the mentioned meetings. Greg responded that the EES Meetings he on the agenda. For the Supervisors/Mayors meetings he is not on the agenda but is available for questions.

ADMINISTRATIVE MATTERS (Recording 49:06-1:27:55)

- **Resolution # 2594-Authorization of Draft 2024 Agency Budget**

The Board and staff discussed Resolution #2594. After discussion and review of the line items, the Board decided to change the tipping fee for 2024 to \$120/ton versus the previously discussed draft budgeted amount of \$118/ton. The Board and staff also discussed the pull charge fee.

Jim Gordon moved **Resolution #2594** to change the tipping fee from \$118/ton to \$120/ton and remove the increase to the pull charge fee; **Donna Egan** seconded it. 5 in favor, 0 opposed.

Jim Gordon moved the amended **Resolution #2594-Authorization of Draft 2024 Agency Budget** and seconded by Andrew Ghiorse. 5 in favor, 0 opposed.

- **Resolution # 2595-Approving the 2024 Agency Capital Plan**

The Board and staff discussed Resolution #2595.

David Gilmour proposed a motion to accept the Capital Plan contingent upon there being an effort by staff, endeavoring for zero or low emission vehicles for the two office vehicles and pickup truck; seconded by Donna Egan.

Regis Obijiski noted that electric trucks are 3 years out and are hard to get. He asked the staff when purchasing to find something available and not 3 years out.

The Board and staff discussed the type of vehicles (zero or low emissions) and what the vehicles would be used for.

The Board voted to move **Resolution #2595-Approving the 2024 Agency Capital Plan** with the stipulation to purchase zero or low emission vehicles that have a reasonable turn-around time. 5 in favor, 0 opposed.

- **Resolution # 2596-Authorizing and Approving the Draft Fee Schedule for 2024 Tipping Fees and Other Charges**

The only change made to the attached draft Fee Schedule for 2024 was the tipping fee to \$120/ton.

James Gordon moved the amended **Resolution # 2596-Authorizing and Approving the Draft Fee Schedule for 2024 Tipping Fees and Other Charges**; and it was seconded by Regis Obijiski. 5 in favor, 0 opposed.

The Board and staff discussed various items on the fee schedule.

OLD BUSINESS (Recording 1:28:00-1:44:42)

- RFP and RSOI

Greg Ollivier provided a brief overview of the Request for Proposals regarding Landfill Feasibility Study and Request for Statement of Interests. Greg Ollivier will provide the responses to the new board members, Regis Obijiski and David Gilmour to review. After the new board members review the responses, the Board will schedule presentations.

The Board and staff discussed the Solid Waste Management Plan (SWMP), possibly updating it and what is addressed in the plan.

PUBLIC COMMENT (Recoding 1:33:54-1:35:16)

Manna Jo Greene, Ulster County Legislator, commented on the discussion regarding the SWMP. She stated that there was a lot of detail about the implementation of various technologies but

there was no implementation plan regarding maximum waste diversion, just a lot of information. In two years, she believed there would be an update with public comment.

The SWMP is updated biennial.

NEW BUSINESS-NONE TO REPORT

EXECUTIVE SESSION

James Gordon made a motion to **enter** Executive Session at 7:19PM for employee review and it was seconded by Andrew Ghiorse. 5 in favor, 0 opposed, 0 absent.

James Gordon made a motion to **exit** Executive Session at 8:56PM and it was seconded by Donna Egan. 5 in favor, 0 opposed, 0 absent.

ADMINISTRATIVE MATTERS

After Executive Session the Board approved two resolutions.

Andrew Ghiorse made a motion to approve **Resolution #2598 Re: Authorizing and Approving the Executive Director to be placed on Thirty Days Administrative Leave**, and it was seconded by Donna Egan. 5 in favor, 0 opposed.

James Gordon made a motion to approve **Resolution #2599 Re: Authorizing and Approving the Dismissal of the Termination of Greg Ollivier as Executive Director**, and it was seconded by Andrew Ghiorse. 5 in favor, 0 opposed.

ADJOURN

Motion to adjourn the August 22, 2023, Regular Board Meeting at 8:59PM was made by James Gordon and seconded by Donna Egan. 5 in favor, 0 opposed, 0 absent.

September 28, 2023

Motion to approve the above transcribed Minutes of the August 22, 2023 Regular Board Meeting was made by _____, seconded by _____. in favor, 0 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

DRAFT