

**ULSTER COUNTY RESOURCE RECOVERY AGENCY
REGULAR BOARD MEETING MINUTES
JANUARY 25, 2024**

The Ulster County Resource Recovery Agency held a Regular Board Meeting on January 25, 2024.

The proceedings were convened at 6:12 PM. This meeting was held at the Agency's Main Office, 999 Flatbush Road, Kingston, NY.

Board members present: Chair/Treasurer Regis Obijiski, Vice Chair James Gordon, Member Andrew Ghiorse, Member Donna Egan and Member David Gilmour.

Staff present: Counsel/Secretary Kenneth Gilligan, Interim Director Anna Roppolo; Director of Finance and Administration Tim DeGraff, Director of Sustainability Angelina Brandt and Office Manager Melinda France.

From the public: Manna Jo Greene, Ulster County Legislator and Laura Petit, Ulster County Legislator.

CHAIR'S COMMENTS-Regis Obijiski thanked the Board for electing him as Chair. He promised to work hard and serve with honor and discretion.

Regis asked for a motion to accept the Agenda as prepared. The Board had a discussion regarding the Agenda. Discussion included the following:

- Strike Board Norms from the Agenda under "Old Business"
- Add a discussion regarding an ad hoc committee
- David Gilmour had a disclosure he wanted to discuss in "New Business" which was a personal meeting he attended

Regis Obijiski stated the motion is to accept the Agenda as written with the three amendments. The amendments included striking the Board Norms from under "Old Business", under "New Business" discussion of an intra Agency ad hoc committee to discuss the 3Rs and enforcement and David Gilmour will discuss a personal meeting he had. Donna Egan moved the Agenda with the amendments, and it was seconded by David Gilmour. 5 in favor, 0 opposed, 0 absent.

PUBLIC COMMENT (Recording 9:01-14:30)

Manna Jo Greene, Ulster County Legislator made the following comments and/or points:

- Stressed how important it is that everyone is on the same page about the ZWIP (Zero Waste Implementation Plan)
- RIC needs a home and someone to operator it
- Suggested the Agency ask for a net service fee

- Doesn't seem the Legislature and Executive Branch will be in charge of the RIC but would like the Agency to consider asking for a net service fee for a project the Legislature is asking the Agency to do
- Consider expanding the enforcement efforts
- Reform Committee is focused on diversion, disposal and intergovernmental agreements including what to do with the Agency

Laura Petit, Ulster County Legislator made the following comments and/or points:

- She lives in Esopus
- Chair of the Recycling Oversight Committee
- Sits on the UCRRA Reform Committee
- Reform Committee will be reviewing the recycling laws in Ulster County due to concerns of enforcement
- Anything that the Agency would like the Committee to address in the Source Separation and Recycling Law to bring to the meeting scheduled in March

Donna stated the Agency could use the Reform Committee as a resource. Laura stated "absolutely".

APPROVAL OF MINUTES

Regis Obijiski made motion to approve the Minutes of December 28, 2023, and January 22, 2024, Andrew Ghiorse moved to approve the Minutes and it was seconded by James Gordon. 5 in favor, 0 opposed, 0 absent.

COMMUNICATIONS & ANNOUNCEMENTS

- Governance Committee Meeting is scheduled for February 13, 2024, at 5:45 PM
- Regular Board Meeting is scheduled for February 29, 2024, at 6:00 PM

EXECUTIVE DIRECTOR UPDATE (Recoding 15:56-22:45)

Anna Roppolo's update included the following points, recommendations, comments, and discussion:

- The staff has been working on year-end reporting.
 - The close of the fiscal year is December 31st, Tim has been coordinating with the auditors as their audit progresses.
 - Angelina has been sending out communication to various haulers, businesses and institutions requesting their recycling information. UCRRA is the planning unit for the county, the Agency is required to obtain information and compile it for the biennial SWMP update. The report is due March 1st. It will be included in the April board packet. Angelina will provide a tutorial of information at the April meeting.

- Utilizing the scale house data, the Agency will be sending each town a communication regarding their 2023 recycling contamination rate.
 - Each municipality will be provided with UCCRA information, guidance and materials available to disseminate to their residents.
 - She believed this a new communication for the Agency
 - 80% of the municipalities have an average contamination rate of less than 2%
 - Board will be provided a copy of above letter
 - Anna thanked Angelina for putting together the letter
- Supervisor Parate from the town of Marbletown recently thanked UCRRA staff for helping them with a recycling grant that was obtained for fiscal year 2024.
 - The town had asked for suggestions regarding their municipal recycling drop-off center.
 - Charlie Whittaker, Director of Operations and Compliance reviewed the MRDC and made suggestions including perhaps applying for a recycling grant that could help them more efficiently with their recycling efforts.
 - When the town determined they could implement the changes suggested and would benefit from the grant, Angelina, Director of Sustainability guided them through the process.
 - Thanked Marbletown for their efforts working with the Agency and will utilize this process with any other town that would like the Agency's guidance.

DISCUSSION: The Board and staff had a discussion which included the following:

- The whole Board should review the biennial report prior to submission
- Recycling Report is due March 1st
- Biennial Update is due May 1st
- Not sure if all data will be available by the March meeting
- Board involvement with the biennial update
- All biennial updates are available on the website
- Recycling contamination rate is the local region rate (drop off centers)
- Recycling rate of the haulers that come in to the Agency
 - Anna and/or Tim will provide the rate to the Board

RECYCLING PROGRAM UPDATE (22:48-27:32)

Angelina Brandt, Director of Sustainability, presented the Recycling Program Update. The following points, and comments were made:

- There were no classes, tours, or events scheduled in January
- Last month, the Board was provided with a summary of metrics for 2023
 - Hoped the Board would join her in celebrating the new milestones achieved in the education program in terms of number of events, hours, and number of people reached

- Thanked Recycling Educator Tanesia for all her work and for keeping such detailed metrics
- Have 13 events scheduled for Spring
- Focused on completing the required DEC annual and biennial reports.
- Updated outreach lists, which included the Town Transfer Station 2024. The Board was provided a copy of the Town Transfer Station 2024 list.
- Shandaken added composting to its Town Transfer Station services
 - The program was made possible through the Town’s Conservation Advisory Council and a grant with the O’Conner Foundation.
 - Residents can deliver food scraps to the transfer station and the collected material is managed by a local farmer.
 - Congratulated the Town of Shandanken on their efforts
- There was no update regarding Town of Marlborough dropping UCRRA’s service

GENERAL REPORTS PRESENTED (Recording 27:34-34:17)

Tim noted the following:

December MSW Tonnage Report

MSW/C&D:

Target Tons	Actual Tonnage in	Difference
9,278	10,267	Actual Tonnage was 989 tons over the targeted tons

Year-to-date MSW/C&D

Target Tons	Actual Tonnage in	Difference
145,000	142,683	Actual tonnage was short 2,317 tons from the targeted tonnage

Tim noted that 6.5% reduction from the actual tonnage from last year.

SLUDGE:

Year-to-date SLUDGE

Target Tons	Actual Tonnage in	Difference
3,150	3,259	109 tons over targeted tons

December Recycling Tonnage Report

Tim noted the following:

- Recycling mainly comes from the Towns which correlates with the volume.
- Cardboard down due to a commercial hauler not bringing cardboard in anymore
- December was pretty consistent with the rest of the year
- Tim compared the numbers from 2022 to 2023 for the Board with percentage (each category)

December Treasurer's Report & MRF Cost Center Analysis -Tim is in the process of working on end year adjustments and closing the books for the year. He didn't provide these reports at this meeting because he wanted to provide accurate information.

ADMINISTRATIVE MATTERS (recording 34:27-42:30)

Resolution # 2611 Re: Authorizing and Approving the Agreement for Leachate Hauling with the Ulster County Resource Recovery Agency and the Town of Hurley

Discussion included the following:

- New Supervisor asked if we would be interested in servicing Town of Hurley's leachate
- Ken Gilligan stated that he received the signed agreement from the Town today
- Donna Egan questioned the validity of the language in the agreement and felt it should be modified
- Hurley would be responsible for disposal cost, not the Agency
- The Agency will pump the leachate and transport it
- Financial impact
- Language of the agreement

David Gilmour made a motion to approve **Resolution #2611 Re: Authorizing and Approving the Agreement for Leachate Hauling with the Ulster County Resource Recovery Agency and the Town of Hurley** and it was seconded by Jim Gordon. 4 in favor, 0 opposed and 1 abstention (EGAN).

OLD BUSINESS-none was discussed

NEW BUSINESS (recording 42:40-1:00:25)

Discussion of the following:

- ***Intra Agency ad hoc committee would***
 - Work on the 3Rs and enforcement
 - Give authority to the Chair to appoint such committee
 - Include one or two Board members and staff that Anna would suggest

Regis made a motion to allow the chair to appoint an intra Agency ad hoc committee. Andrew Ghiorse made a motion and James Gordon seconded it.

Discussion regarding the Ad Hoc Committee included the following:

- Could the matters be included in discussion with the Zero Waste Committee instead of creating a new committee
- Is there a written Charter for the Zero Waste Committee
- Compared the two committees (ZWC and Ad Hoc Committee)
- Agency has one charter; Finance
- David Gilmour felt that compliance should be its own topic
- Zero Waste Committee should be to discuss the 3Rs and diversion
- Enforcement should be its own committee
- Andrew Ghiorse recommended that everyone review the County Code 304
- Discussion of the County Code 304
- A Compliance Officer

Tabled the motion regarding the chair to appoint an intra ad hoc committee until the next Regular Board Meeting. 4 in favor, 1 opposed (OBIJISKI).

- ***David Gilmour's Personal Meeting:***
 - David Gilmour disclosed to the Board that he met with the Supervisor of New Paltz. It was a chance for him to receive their (New Paltz) perspective on solid waste management.

EXECUTIVE SESSION

Regis Obijiski made a motion for the Board to enter Executive Session at 7:13 PM for personnel and function to discuss finalist for the Executive Director position. James Gordon moved for a 5-minute recess. 5 in favor, 0 opposed, 0 absent.

ADJOURN

Regis Obijisk made a motion to adjourn the January 25, 2024, Regular Board Meeting at 8:27 PM and it was seconded by Andrew Ghiorse. 5 in favor, 0 opposed, 0 absent.

February 29, 2024

Motion to approve the above transcribed Minutes of the January 25, 2024, 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.

Signatures:

Regis Obijiski, Chair

Ken Gilligan, Secretary

DRAFT