

**ULSTER COUNTY RESOURCE RECOVERY AGENCY
REGULAR BOARD MEETING MINUTES
MARCH 13, 2025, at 6:15 PM**

This meeting was held at the UCRRA's Main Office, 999 Flatbush Road, Kingston, NY.

ROLL CALL

Board Members

James Gordon	<u>X</u>
Donna Egan	<u>X</u>
David Gilmour	<u>X</u>
Andrew Ghiorse	<u>X</u>
Erica Brown	<u>Absent</u>

Agency Staff

Marc Rider	<u>X</u>
Timothy DeGraff	<u>X</u>
Angelina Brandt	<u>X</u>

Agency Counsel, Jillian Jagling, Esq. from West Group Law attended virtually.

PLEDGE OF ALLEGIANCE

PUBLIC COMMENT (Recording 1:00-3:50)

The following people were present at the meeting Poppy Cannon-Reese and Manna Jo Greene, Ulster County Legislature.

Manna Jo Greene, Legislator, asked how she could help with completing the resolution for the budget amendment for the RIC and help the Agency do more with composting outreach to businesses who are not participating. She suggested maybe working with the Ulster County Chamber of Commerce. She thanked the Agency for working on the RIC.

APPROVAL OF AGENDA (Recording 3:52-6:23)

Marc Rider added MSW Tonnage Report and Recycling Tonnage Report to be presented after "Recycling Markets Graph" which is under "**General Reports**", under "**New Business**", David Gilmour added the ABO self-assessments discussion and Donna Egan requested that there be a discussion on the mattress permit. Donna Egan moved the Agenda with the amendments and it was seconded by Andrew Ghiorse. 4 in favor, 0 opposed and 1 absent (BROWN).

APPROVAL OF MINUTES

- Minutes of January 23, 2025, Regular Board Meeting

David Gilmour made a motion to approve the January 23, 2025, Regular Board Meeting and it was seconded by James Gordon. 4 in favor, 0 opposed and 1 absent (BROWN).

- Minutes of February 27, 2025, Regular Board Meeting

David Gilmour made a motion to amend the minutes to move Teno West, Esq. from under “**Agency Staff**” and add a new sentence stating, “Also present was Agency Counsel, Teno West, Esq. from West Group Law.” and Andrew Ghiorse seconded it. 4 in favor, 0 opposed and 1 absent (BROWN).

COMMUNICATIONS & ANNOUNCEMENTS

- Audit Committee Meeting is scheduled for March 24, 2025, at 6:00 PM
- Governance Committee Meeting is scheduled for March 24, 2025, at 6:30 PM or immediately following the Audit Committee Meeting
- Next Regular Board Meeting is scheduled for April 10, 2025, at 6:15 PM

GENERAL REPORTS

➤ **Committees and official meeting reports by Board Members** (Recording 16:15-20:00)

James Gordon, Chair discussed his informal Zoom meeting with the Chair and Vice Chair of the Legislature, County Executive, Marc Rider and few other individuals regarding funding of the RIC. The meeting was amenable, and the County agreed to give \$1 million towards the project.

David Gilmour, Treasurer, reminded the Board that the draft audit report is available for review. Marc Rider, Executive Director stated it was sent by email to all Board members.

➤ **MSW Tonnage Report, Recycling Report, MRF Cost Center Analysis and the Treasurer’s Report-Tim DeGraff, Director of Finance and Administration** (Recording 20:06-37:33)

MRF Cost Center Analysis-January (Recording 20:28-25:35)

- Sold a load of plastics for \$41,107
- Total Sale of Recyclables was \$69,153
- Total Recycling cost \$15,164 (glass recycling \$9,443)
- Net Revenue of \$53,989
- Total Personnel/Operating Expenses \$63,760
- Net loss of \$9,771 for the month

Donna Egan asked if there is an official process for commodities. Tim DeGraff stated that the Agency receives quotes consistently.

MSW Tonnage Report (Recording 25:40-28:39)

Target Tons	Actual Tonnage in	Difference
10,497	9,966	Actual Tonnage was 531 tons less than the targeted tons (5%)

Tim DeGraff mentioned that this time of year is slow due to the weather. Tim added that he will start to separate MSW and C&D tonnage on the report to better view the fluctuation (time of year).

Recycling Tonnage Report (Recording 28:43-29:36)

- Tim DeGraff stated that recycling was consistent but pointed out food waste which was 474.73 tons.

Treasurer's Report (Recording 29:50-37:33)

- Revenue line items to note:
 - Sales of Recyclables in the amount of \$75,688 which \$38,106 was for a load of natural plastics
 - Total Revenues were \$1,632,789
- Expenses line items to note:
 - Personnel in the amount of \$292,695 for 3 payrolls and additional staffing
 - Administrative Expense in the amount of \$60,634 for legal and engineering costs
 - Compost Operations in the amount of \$42,303 which \$37,035 was for a drum for screener
 - MSW Hauling Private Contracts in the amount of \$389,129 for contract increases
 - Solid Waste Disposal Costs in the amount of \$534,434 for contract increases
- Total Operating Expenses were \$1,616,728
- Net Operating Revenues and a surplus of \$16,061

The Board and staff discussed the purchase of the cost of the drum for the screener, the policy regarding costly purchases and resolution versus purchase orders for these large purchases.

David Gilmour made a motion to accept January's Treasurer Report and Andrew Ghiorse seconded it. 4 in favor, 0 opposed, and 1 absent (BROWN).

Recycling Program Update: no report was provided at this meeting. Angelina Brandt, Director of Sustainability stated that the E-Waste, Household Hazardous Waste and bagged compost will officially open as of April 5th. As of yet, the DEC has not approved the HHW events for the year, but Angelina will open registration as of Monday, March 17th. The first HHW of the year will be held in New Paltz. (Recording 38:08-39:25)

Executive Director Update-Marc Rider, Executive Director (Recording 39:32-47:15)

Marc stated the following:

- In April, plans to provide a State of the Agency report to the Board and public
 - This would be to layout the accomplishments and challenges the Agency has had
 - Also, he will provide a vision for the future
- In April, there will be a more complete goals presentation
- In April, he will present to the Board two resolutions for a roll-off truck and tractor. He is concerned that if we do not place these orders soon, costs will increase due to tariffs.
- Two EV roll-off trucks will be focused on recycling and shorter routes
- The diesel truck and tractor were on the Capital Plan
- Have not heard from DEC regarding the permit modification for mattress recycling-all documents requested have been provided
 - Have two proposals from mattress recyclers
 - The Agency is ready to go

RESOLUTIONS AND BOARD NOTIFICATIONS

- **Resolution #2643 Re: Approving Contract between Finger Lakes Reuse and UCRRA** (Recording 47:13-53:39)

The Board and staff discussed the resolution. After discussion, David Gilmour made a motion to accept **Resolution #2643 Re: Approving Contract between Finger Lakes Reuse and UCRRA** which is not to exceed \$25,000, the resolution is one page and the attached agreement dated February 21, 2025, is 3 pages. The motion was seconded by Donna Egan. 4 in favor, 0 opposed, 1 absent (BROWN).

- **Resolution #2644 Re: Approving a Contract Amendment between SCS Engineers and UCRRA** (Recording 53:41-1:02:43)

Donna Egan made a motion to discuss **Resolution #2644 Re: Approving a Contract Amendment between SCS Engineers and UCRRA** and it was seconded by Andrew Ghiorse. Staff and board discussed the purpose of the resolution. SCS amendment to the contract included laboratory fees, testing, and sampling. SCS will incorporate the results in their plan.

The Board had a question regarding the wording of the Resolution. Marc Rider, Executive Director, stated he provided an updated Resolution #2644 to the Board midweek. Some Board members were unaware of the update. He stated the changes that were added were “the proposal date of March 7, 2025”, and the “financial impact was not to exceed \$15,000”.

4 in favor, 0 opposed and 1 absent (BROWN)

- **Resolution #2645 Re: Approving Amendment to Service Agreement between Ulster County and UCRRA** (Recording 1:02:45-1:06:09)

Andrew Ghiorse motioned for discussion with respect to **Resolution #2645 Re: Approving Amendment to Service Agreement between Ulster County and UCRRA** and David Gilmour seconded the motion.

The Board and Staff discussed the resolution and the process. The extension would be for 60 days.

4 in favor, 0 opposed and 1 absent (BROWN).

OLD BUSINESS

- **Agency Goals**

A full goals presentation will be provided at the April Board meeting by Marc Rider and Tim Weidemann.

NEW BUSINESS

- **ABO Assessments** (Recording 1:07:08-1:10:09)

A Governance Committee Meeting is set for March 24, 2025, at 6:30 PM or immediately following the Audit Committee Meeting to discuss the Self Evaluations required by the ABO.

- **Zero Waste Committee** (Recording 1:10:20-1:21:05)

The Board discussed the purpose of a Zero Waste Committee, the committee possibly being a working group and the Zero Waste Implementation Plan.

James Gordon appointed Erica Brown as the Chair of the Committee. Donna Egan and James Gordon will be members of the committee.

PUBLIC COMMENT/DISCUSSION (Recording 1:21:31-1:25:11)

Manna Jo Greene, Ulster County Legislator, wanted to add a few things:

- Glass used to be separated by color and didn't have a problem with marketability
- There is a leachate loophole movement going on-sewage treatment plants weren't designed to process leachate
- With the 60-day contract, there was a lot of discussion regarding increasing bonding to \$10 million for the Agency
 - She stated there were a lot of concerns about how it would be played out
- Marc Rider explained that the proposed resolution in Energy and Environment was amended to include the \$10 million increase and that passed in Weights and Measures "tonight"
- The new contract was what was discussed in Resolution in front of the Board
- She thanked the Board for forming the Zero Waste Committee who will be able to use the work that was in the ZWIP

At 7:45 PM the Board and staff took a recess and returned at 7:53PM.

EXECUTIVE SESSION

Andrew Ghiorse made a motion to go into Executive Session at 7:53 PM for the purpose of seeking legal advice, discussing a possible real estate transaction and appointment of an individual; it was seconded by James Gordon. 4 in favor, 0 opposed and 1 absent (BROWN).

Andrew Ghiorse motioned to come out of Executive Session at 8:41 PM and it was seconded by James Gordon. 4 in favor, 0 opposed, and 1 absent (BROWN).

- **Resolution #2646 Re: Authorizing a Letter of Intent for the Purchase of 1151 and 1155 Flatbush Road**

Marc Rider, Executive Director, read the following Resolution:

“RESOLUTION # 2646 RE: Authorizing a Letter of Intent for the Purchase of 1151 and 1155 Flatbush Road

WHEREAS, Agency staff have located a site for the Ulster County Reuse Innovation Center a/k/a RePOWER and conducted an alternative site analysis; and

WHEREAS, It is the recommendation of the Executive Director that the Agency move forward with a letter of intent to purchase 1151 and 1155 Flatbush Road; and

WHEREAS, A resolution will be submitted by Legislators Hewitt and Greene for the April 15, 2025 session of the Ulster County Legislature committing \$1,000,000 in support of the RePOWER (Reuse Pathway for Zero Waste and Economic Resilience) Project; and

WHEREAS, Ulster County has submitted an EPA SWIFR (Solid Waste Infrastructure for Recycling) grant application for \$4,900,000 on behalf of the Agency to support the RePOWER Project; and

WHEREAS, 1151 Flatbush Road generates annual net revenue, which will help offset costs for the RePOWER project, and

WHEREAS, Agency staff are continuing to explore other avenues of revenue and financing in order to minimize Agency debt, and

NOW, THEREFORE, BE IT

RESOLVED, that the Executive Director is authorized to work with Agency Counsel to draft a Letter of Intent to purchase the property at a price not to exceed 6 million dollars, and

FURTHER RESOLVED, the Chair is authorized to execute such Letter of Intent, and

FURTHER RESOLVED, the Executive Director is authorized to negotiate the terms of the sale, and work with Agency Counsel to draft a Purchase and Sale agreement, which will be subject to Board approval at a future meeting; and

FURTHER RESOLVED, that this Resolution shall take effect immediately.”

After discussion the Board amended the Resolution in the first “**WHEREAS**” to add **AKA RePOWER** after Reuse Innovation Center. Andrew Ghiorse made the motion to accept the amended resolution, and it was seconded by James Gordon. 4 in favor, 0 opposed and 1 absent (BROWN).

ADJOURN

Motion to adjourn March 13, 2025, Regular Board Meeting at 8:48 PM was made by Donna Egan and seconded by Andrew Ghiorse. 4 in favor, 0 opposed and 1 absent (BROWN).

April 10, 2025

Motion to approve the above transcribed Minutes of March 13, 2025 Regular Board Meeting was made by Andrew Ghiorse, and seconded by Erica Brown. 4 in favor, 0 opposed, 1 absent (GILMOUR).

The Minutes were approved by the Board.

Transcribed by: Melinda Frances, Office Manager.

Signatures:

James Gordon, Chair