

# ONONDAGA COUNTY RESOURCE RECOVERY AGENCY

## January 9, 2019 BOARD MEETING MINUTES

<b>Board Members Present:</b>	<b>J. Copanas, T. Geiss, T. Glazier, L. Klosowski, D. Lawless, J. Lyons, B. Page, M. Reilly, R. Raman, M. Reilly, J. Thomas</b>
<b>Board Members Absent:</b>	<b>J. Driscoll</b>
<b>Also Present:</b>	<b>B. Bulsiewicz, M. Cirino, D. Glance, M. Mokrzycki, A. Radin, K. Lawton, K. Spillane, R. Czerwiak, C. Alunio</b>
<b>Guests:</b>	

The January 9<sup>th</sup> Board Meeting was called to order at 4:02 p.m.

The December 12<sup>th</sup> minutes of the Board were approved as submitted and filed.

The **EXECUTIVE DIRECTOR REPORT** was presented by D. Glance.

D. Glance reported that Rock Cut Road is officially closed.

OCRRA's Recycling team was on site at Ley Creek daily to provide extra assistance as customers navigated the Ley Creek site.

Rock Cut Road Consolidation Project is in its final design phase.

The Agency plans to travel with Bond Counsel to NYC in early February to meet with Standard & Poor's rating agency.

OCRRA will be meeting on January 24<sup>th</sup> for an in-depth presentation and discussion with key experts on the future of recycling.

OCRRA's compost program finished 2018 with its best year to date.

The **TREASURER REPORT** was presented by D. Lawless. Copies of the report were distributed and discussed.

November revenues were ahead of budgeted projections.

Electricity rate in November was 2.59c/kwh

Cash inflow was approx. \$1.1 million.

Agency cash balance at the end of November was \$10.1 million. (\$7.83 million, previous year)

The **AUDIT COMMITTEE** was presented by J. Thomas. Copies of the report were distributed and discussed.

The Audit Committee met on December 11<sup>th</sup> 2018.

Mike Lisson and Mark Ciaralli from Grossman St. Amour presented the account standards updates to

the Audit Committee.

M. Cirino reported that the Fiduciary Duties document has been completed by all Board members.

ABO Training has been completed by all but four Board members. M. Cirino has been in contact with those members to complete their training.

Board self-evaluation will be completed in January/February 2019 and submitted prior to its due date of March 31<sup>st</sup>.

The Risk Assessment has been completed and was reviewed by the Audit Committee.

The Audit Committee will discuss the Compost Site Review at a later date when the Executive Director can participate.

The lists of Audits in process was provided by M. Cirino.

The Committee went into Executive Session to discuss the year-end audit with the external auditors.

The **JOINT FINANCE/ADMINISTRATION COMMITTEE** was presented by M. Reilly. Copies of the report were distributed and discussed.

#### **Finance -**

The Committee met on December 12<sup>th</sup> 2018.

The Joint Finance/Administration Committee met on December 12<sup>th</sup> 2018.

Agency guests J. Shehadi and C. Crowley from Fiscal Advisors & Marketing updated the Committee.

Fiscal Advisors & Marketing solicited proposals from Underwriters to provide financing for funding the RCR Transfer Station Consolidation Project. Five proposals were received.

Fiscal Advisors & Marketing has advised Roosevelt & Cross as the best choice.

Committee consensus was to move forward with the Resolution recommending Roosevelt & Cross to the full Board for approval.

#### **Administration –**

OCRRA has met with some large local haulers to discuss the 2019 contract and the RCR Consolidation Project.

OCRRA would like to remove the security provision from the contract and has drafted a Resolution reflecting that change.

The Administration Committee discussed alternative ways to protect the Agency in the event that a Hauler fell out of good payment standing.

The Administration Committee consensus is to remove the security fee provision from the Hauler contract.

The **RECYCLING AND OPERATIONS COMMITTEE** was presented by J. Lyons. Copies of the report were distributed and discussed.

The Recycling and Operations Committee met on December 19<sup>th</sup> 2018.

C. Albinio updated the Committee on the 2018 storm water sample results.

The TIP Ad-Hoc Committee will meet on January 3<sup>rd</sup>, 2019 to discuss the RCR project.

The WTE Facility has a scheduled their 2019 routine maintenance shutdowns.

On January 24<sup>th</sup> 2019 OCRRA and its Board members will meet for the first Strategic Session to discuss the recycling industry and presentation from RRS.

Committee consensus is to move the January 16<sup>th</sup> Recycling and Operations Committee meeting to January 29<sup>th</sup>, making a Joint Recycling/Administration Committee meeting at 4:00pm.

The **TIPP AD-HOC COMMITTEE** was presented by D. Lawless. A verbal report was given. The TIPP Ad-Hoc Committee minutes will be presented at the February 13<sup>th</sup>, 2019 Board meeting.

The Committee discussed financing for the RCR project.

The Committee discussed items (to replace/repair) that were left out of the original cost estimate.

J. Copanas thanked D. Lawless for his report.

J. Copanas asked for a consensus of the TIPP Committee record to proceed with the Rock Cut Rad bid process. All present Board members affirmed their support of the TIPP Committee recommendation.

Committee consensus was to go out to bid for construction of the RCR project. The Board affirmed consensus that the Agency is to go out for bid on the Rock Cut Road Consolidation Project.

The goal is to have bids returned by mid-March and construction complete by the end of 2019.

Board Adjourned at 4:49 pm

Board Minutes were taken by R. Czerwiak