

ONONDAGA COUNTY RESOURCE RECOVERY AGENCY
March 9, 2021 VIRTUAL BOARD MEETING MINUTES

Board Members Present	B. Page, A. Bianchetti, L. Colon Torres, J. Copanas, J. Driscoll, C. Dunham, L. Klosowski, D. Lawless, T. Glazier
Board Members Absent:	E. Gilligan, S. Pasquale, R. Raman, R. Zaccaria
Also Present:	M. Cirino, K. Spillane, R. Czerwiak, C. Alburnio, J. Gascon Esq., M. Mokrzycki, W. Wallak, K. Lawton
Guests:	M. Lisson, M. Ciaralli – Grossman St. Amour, R. Grosso – Syracuse Haulers

The March 9, 2022, Board meeting was called to order at 4:00 p.m.

Attendance of the Board was taken – quorum is present.

B. Page thanked members for attending the first Strategic Planning session that took place yesterday. The next session will be March 24th.

D. Lawless motioned and J. Driscoll seconded to approve the minutes from the February 9th Board meeting.

Votes were given and the minutes were approved as submitted.

K. Spillane presented the Executive Directors report.

- The first Strategic Planning session was successful.
- A new Assistant Engineer will start with OCRRA at the end of this month.
- Compost production will be ramping up in anticipation of the Spring season.
- The transfer of residents to RCR for residential services is moving forward.
- The OCRRA Spring Newsletter will be distributed soon.
- The Agency’s Annual Report is near completion.
- OCRRA’s annual Audit is complete.
- OCRRA continues to follow CDC Covid guidelines.

J. Driscoll asked for a timeline of implementation from Strategic Planning guidance.

B. Page responded that a report will be completed and distributed based on Strategic Planning discussions. The goal would be to have a report in place within a couple of months after the next March 24th meeting.

The **TREASURER’S** report was presented by L. Klosowski. Copies of the report were distributed.

This report reflects January 2022 data.

- Electricity rates for January were 7.5c/kWh.
- Electricity revenue was approximately \$1.3M.
- The electricity rate was at its highest since January 2014.
- Tonnage was down.
- Agency cash balance at the end of January were \$16.1M. \$8.8M – prior year.
- The Agency began the year with \$14.2M.

The **AUDIT COMMITTEE** report was presented by J. Driscoll. Copies of the report from February 9th were distributed and discussed.

- Grossman St. Amour gave a presentation of Audit findings for 2021.
- Grossman St. Amour is here today for a final presentation. Copies of the final report were distributed.
 - This is for the 2021 year-end audit.
 - Grossman St. Amour performed testing of bid documentation and scanned disbursement transactions as well as receipt, disbursement, and payroll transaction testing.
 - There were no difficulties encountered, no significant changes in accounting policies, no non-compliance or violations noted, no material weaknesses and no uncorrected adjustments or proposed adjustments.

Resolution # 2324 – Resolution Approving Audit of Onondaga County Resource Recovery Agency for Calendar Year 2021 was moved by J. Driscoll and seconded by D. Lawless.

There was no further discussion.

The resolution was adopted 8 ayes, 0 nays, 0 abstain.

M. Cirino updated the Board on the March 2nd Audit committee meeting. Copies of the report were distributed.

- Code of Ethics training will begin for all members sworn in after 2019.
- M. Cirino and M. Mokrzycki worked together on risk assessment.
- The next Audit committee meeting has not yet been set.

The **RECYCLING AND OPERATIONS COMMITTEE** report was presented by A. Bianchetti. Copies of the report from February 16th meeting were distributed and discussed.

- The committee discussed the residential recycling program.
- The committee discussed the possibility of upgrading blue bins to recycling carts.
- The committee discussed the RFB results for the purchase of Blue Bins.
- A resolution approving the purchase of Blue Bins was moved.
- The committee discussed a battery sorting resolution.
- The resolution for battery sorting with ARC of Onondaga was moved.
- The committee discussed a resolution for compost brokerage.
- The resolution for compost brokerage was moved.

Resolution # 2325 – Resolution Authorizing Executive Director to Execute Contract for Replacement “Blue Bin” Recycling Containers to Low Bidder Meeting the Specifications was moved by A. Bianchetti and seconded by L. Klosowski.

A discussion followed.

The purpose of this resolution which will allow the purchase of up to 105,000 Blue Bins is that the Agency intends, over the course of time, to phase out Blue Bins in anticipation of Recycling Carts. The Agency will meet with the haulers to discuss a strategy to implement this change.

A friendly amendment was made to remove the \$6.45 amount from the resolved section and to alter the language in the first whereas to “the Onondaga County Resource Recovery Agency has historically provided homeowners and others in Onondaga County...”

T. Glazier moved and J. Driscoll seconded the friendly amendment.

The resolution was adopted 8 ayes, 0 nays, 0 abstain.

Resolution #2326 – Resolution Authorizing Contract for Battery Sorting Services – was moved by A. Bianchetti and seconded by L. Colon Torres.

There was no further discussion.

The resolution was adopted 8 ayes, 0 nays, 0 abstain.

Resolution #2327 – Resolution Authorizing Agency’s Executive Director to Enter into an Agreement for Bulk Compost and Mulch Brokering Services was moved by A. Bianchetti and seconded by L. Klosowski.

A brief discussion followed.

The resolution was adopted 8 ayes, 0 nays, 1 abstain.

The **ADMINISTRATION COMMITTEE** report was presented by J. Copanas. Copies of the report from February 22nd meeting were distributed and discussed.

- The committee discussed a resolution adopting a salary classification plan for non-represented employees for year 2022. This would be for the Assistant Engineer position.
- The committee discussed a resolution to purchase insurance policies for the Agency beginning April 1, 2022.
- The committee discussed a resolution approving investment guideline for the Agency calendar year 2021.
- The committee discussed a brief regarding the Climate Action Plan.

C. Dunham commented that the meeting minutes reflected that J. Driscoll was marked absent in error. J. Driscoll was present at the February 22nd meeting. That correction will be made.

Resolution #2328 – Resolution Adopting Salary Classification Plan for Non-Represented Employees for Year 2022 was moved by J. Copanas and seconded by A. Bianchetti.

There was no further discussion.

The resolution was adopted 8 ayes, 0 nays, 0 abstain.

Resolution #2329 – Resolution Authorizing Executive Director to Purchase Insurance Policies for the Agency for the Period Beginning April 1, 2022 was moved by J. Copanas and seconded by L. Colon Torres.

There was no further discussion.

The resolution was adopted 8 ayes, 0 nays, 0 abstain.

Resolution #2330 – Resolution Approving Investment Guidelines and Investment Report of Onondaga County Resource Recovery Agency for Calendar Year 2021 was moved by J. Copanas and seconded by J. Driscoll.

There was no further discussion.

The resolution was adopted 8 ayes, 0 nays, 0 abstain.

B. Page asked the Agency staff for any other updates.

Each staff member gave a brief update on upcoming events.

K. Lawton praised the Recycling staff on their timely Annual Report submission to the DEC as well as the Spring Newsletter completion.

W. Wallak, the new Public Information Officer has completed his first OCRRA Newsletter which has been released for publication.

OCRRA will have a booth at the Expo Center for the Home and Garden Show later this month.

J. Driscoll moved and D. Lawless seconded a motion to adjourn the meeting.

A unanimous aye voice vote was recorded.

The Board adjourned at 4:55 p.m.

Board Minutes were taken by R. Czerwiak