

ONONDAGA COUNTY RESOURCE RECOVERY AGENCY

December 14, 2022 BOARD MEETING MINUTES

Board Members Present	B. Page, A. Bianchetti, L. Colon-Torres, D. Daley, C. Dunham, E. Gilligan, L. Klosowski, J. Driscoll, D. Lawless, R. Zaccaria, S. Pasquale
Board Members Absent:	R. Raman
Also Present:	M. Cirino, K. Spillane, R. Czerwiak, C. Albuino, J. Gascon Esq., M. Mokrzycki, J. Connery, K. Lawton, P. Pastella, T. Palmer
Guests:	

The December 14, 2022, Board meeting was called to order at 4:00 p.m.

B. Page took a moment to acknowledge the loss of Board Chair J. Copanas. His contributions and knowledge will be greatly missed within OCRRA and the city of Syracuse. Several of the Board members also acknowledged John’s contributions and all agreed that he would be missed greatly.

Attendance of the Board was taken – quorum is present.

A. Bianchetti moved, and C. Dunham seconded the approval of the minutes from the November Board meeting.

Roll was called and the minutes were approved as submitted.

K. Spillane presented his Executive Director report. Copies of the report were distributed. K. Spillane briefly highlighted some of the year’s accomplishments.

- The sudden passing of J. Copanas is a great loss to the community and K. Spillane said that it led him to reflect not just on what John had helped during his transition but all the contributions of the Board.
- K. Spillane had met with OCRRA members in the first half of 2022 and developed goals using the OCRRA Strategic Plan that was approved in June.
- One of the goals that was just approved by the Board was the purchase of the adjacent Ley Creek property.
- The County Legislature's Ways and Means Committee approved the purchase of the property in November and then on December 6th the Legislature approved it.
- M. Mokrzycki and K. Spillane approached the County Legislature’s Environmental Protection committee to present an overview of the future plan for Ley Creek.
- OCRRA has engaged with several towns regarding their bids for waste collection services and the purchase of recycling carts, providing bid language and grant assistance as OCRRA makes the transition away from the purchase of blue boxes and encourages the use of carts for recycling collection.
- OCRRA has negotiated an office lease extension with upgrades for the Agency staff.
- OCRRA has engaged local and state representatives throughout the legislative session to push for Extended Producer Responsibility and made comments to the scoping plan for the Climate Act implementation.
- OCRRA has negotiated a contract extension for the Household Hazardous Waste program. (HHW)
- OCRRA continues negotiations with the union.

K. Spillane acknowledged the support of Board Chair Blair Page and thanked him for his guidance and patience throughout the year.

E. Gilligan asked for clarity on the discussion of Honeywell and Onondaga County regarding the concept of a feasibility study for a lined landfill cell over the waste beds.

K. Spillane responded that this was part of the Strategic Plan. K. Spillane has met with WEP. There is interest in teaming with OCRRA to progress with a feasibility study.

There was a further discussion on the implementation of recycling carts throughout the county.

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

This report reflects October 2022 data.

- Tonnage volume is approximately 5% lower than the prior year.
- October electricity rate was 3.1c/kWh.
- Recycling costs have fully reverted to their 3-year highs.
- Expenses were above budgeted expectations due to several factors, including inflation in fuel and repair shop costs.
- The Agency cash balance at the end of October was \$22.5M (\$14.1M prior year).
- The Agency began the year with \$14.2M in cash reserves.
- Recycling tip fees charged to the Haulers through October 2022 was \$730,149.

D. Lawless moved and J. Driscoll seconded to approve the Treasurer's Report.

Roll was called and the report was unanimously approved.

The **RECYCLING AND OPERATIONS COMMITTEE** – November committee meeting was canceled.

The **ADMINISTRATION COMMITTEE** report was presented by D. Lawless. Copies of the report were distributed.

- With the sudden passing of J. Copanas, D. Lawless had chaired this meeting.
- The committee discussed J. Copanas and his contributions the OCRRA Board and the city of Syracuse.
- The committee discussed several resolutions that will be presented for vote today.

Before presenting the following resolution, D. Lawless took another moment to remember J. Copanas and his impact of the OCRRA Board, the city and to him personally.

Resolution #2363 – Resolution in Memoriam in Recognition of John Copanas for His Years of Distinguished Public Service to the Onondaga County Resource Recovery Agency and the City of Syracuse – was moved by D. Lawless and seconded by L. Klosowski.

There was no further discussion.

The resolution was adopted 9 ayes, 0 nays, 0 abstain.

Resolution #2364 – Resolution Electing OCRRA Officers for 2023 – was moved by D. Lawless and seconded by D. Daley.

D. Lawless announced the nominees for committee chair positions.

Secret ballots were distributed and returned to Board Secretary R. Czerwiak for a tally.

B. Page for Chair – 10 votes
L. Colon-Torres for Treasurer – 10 votes
R. Czerwiak for Board Secretary – 10 votes
M. Cirino for Assistant Board Secretary – 10 votes.

D. Lawless moved and D. Daley seconded the resolution.

The resolution was adopted 9 ayes, 0 nays, 0 abstain.

Resolution #2365 – Resolution Authorizing Executive Director to Purchase Workers’ Compensation Insurance Policy for the Agency for a One Year Period was moved by D. Lawless and seconded by L. Colon-Torres.

M. Mokrzycki gave a brief explanation of the resolution.

The resolution was adopted 9 ayes, 0 nays, 0 abstain.

A. Bianchetti asked if this was a rated policy.

M. Mokrzycki responded that we were a rated Agency, and our rate is about an average of 1, which is a good rating and has allowed for the 2023 Workers Compensation Insurance premium to remain at about the same as the previous fiscal year.

Resolution #2366 – Resolution Authorizing Executive Director to Purchase Office Furniture was moved by D. Lawless and seconded by L. Klosowski.

The Board discussed the new office layout.

The current furniture will be relocated to RCR for use in the training room.

There was a friendly amendment to edit two grammar errors in the resolution.

D. Lawless moved and E. Gilligan seconded the friendly amendment.

The resolution, with amendments was adopted 9 ayes, 9 nays, 9 abstain.

Resolution #2367 – Resolution Authorizing Further Amendment to Appendix D of the Agency’s Employee Handbook – Relating to the Agency’s Workplace Harassment Policy was moved by D. Lawless and seconded by C. Dunham.

This amendment will allow for harassment complaints to be made to an outside entity as well as a group of personnel within the Agency. Also, if it is deemed by the Executive Director or the Agency’s legal counsel, an outside entity may be tasked to complete an investigation.

There was a brief discussion.

D. Lawless thanked OCRRA employee R. Jones for attending the last Administration committee meeting to discuss these changes and his concerns with the old language with the committee.

The resolution was adopted 9 ayes, 0 nays, 0 abstain.

Resolution #2368 – Resolution Updating and Amending the Agency Alcohol and Substance Abuse Policy was moved by D. Lawless and seconded by R. Zaccaria.

This change in policy will bring OCRRA into current compliance/requirements by New York State.

There was a brief discussion.

The resolution was adopted 9 ayes, 0 nays, 0 abstain.

B. Page asked Agency staff if they had any updates for the Board.

T. Palmer - the Agency Newsletter has been released via hard copy and digital distribution. The click-through rate for the digital release was approximately 50%, which is above industry standard. The recycling team will be teaming with local news stations to discuss properly managing packaging materials.

K. Lawton - the HHW contract has been completed and is out for signatures.

P. Pastella – transfer is preparing for upcoming construction at RCR. She is excited to have furniture in the training room at RCR.

C. Alunio – The RCR Optimization Project Phase 2 is on schedule. The building 3 floor replacement has been stalled due to weather. A change order will be issued for that. The Ley Creek transformer decommission has begun. OCRRA will not need all the funds budgeted for that project. She will give an update to the Recycling and Operations committee this month. The continuous mercury emissions systems were installed at Covanta and are up and running.

J. Connery – a trip to Monroe County was made to observe their recycling station. OCRRA will continue to discuss the most beneficial and efficient way to incorporate what other communities have done into the new layout of Ley Creek.

M. Cirino – working on the Audit committee minutes for the January Board packet and making changes to the risk assessment that was mentioned at the Audit committee meeting. She is also working on the Finance committee minutes and resolution to be in the January Board packet. She would like to schedule a Governance committee meeting to be held within the first two months of 2023. Auditors will begin after Martin Luther King Jr Day.

B. Page will be reaching out to Board members for participation on 2023 committees.

M. Mokrzycki – thanked Board members for their assistance in Union Negotiations. OCRRA continues those discussions. The Union contract expires at the end of 2022. Sessions/progress has been going well.

K. Spillane – thanked everyone for all their hard work throughout the year, wished everyone well and happy holidays.

S. Pasquale moved and J. Driscoll seconded to adjourn the meeting.

A unanimous aye voice vote was recorded.

The Board adjourned at 5:05 p.m.

Board Minutes were taken by R. Czerwiak