

**ONONDAGA COUNTY RESOURCE RECOVERY AGENCY**  
**December 13, 2023 BOARD MEETING MINUTES**

<b>Board Members Present</b>	<b>B. Page, A. Bianchetti, D. Daley, J. Driscoll, C. Dunham, E. Gilligan, N. Jankowski, D. Lawless, L. Colon-Torres, G. Popps, N. Zaccaria</b>
<b>Board Members Absent:</b>	<b>J. McMahon, S. Pasquale, R. Raman</b>
<b>Also Present:</b>	<b>M. Cirino, M. Mokrzycki, K. Lawton, K. Spillane, R. Czerwiak, J. Gascon, T. Palmer, C. Alunio, M. Ballard</b>
<b>Guests:</b>	<b>L. Klosowski</b>

The December 13, 2023, Board meeting was called to order at 4:00 p.m.

Roll was taken. Quorum is present.

E. Gilligan moved and A/ Bianchetti seconded the approval of the November Board minutes.

Roll was called and the minutes were approved as submitted.

L. Klosowski is present at today’s meeting to accept a photo that has been signed by OCRRA staff and the Board members in honor of his retirement from his service with OCRRA.

L. Klosowski spoke briefly to the Board and OCRRA staff and thanked everyone for the recognition of his service to the Agency.

A. Bianchetti added that L. Klosowski’s wisdom and history will be missed.

K. Spillane presented the Executive Director’s report which outlined the following:.

- Accomplishments for 2023.
  - Finalizing the purchase of the property at Ley Creek,
  - Proceeding with site plan development and the creation of a comprehensive solid waste campus at Ley Creek.
  - Completing the permit renewal application for the new transfer building at Ley Creek and beginning the planned destruction and razing of the current facility and support structures.
  - Negotiated an agreement with the Town of Camillus and the County to engage with OCRRA in a feasibility study related to the lined landfill at the waste beds.
  - The development of a new comprehensive battery recycling program.
  - New video content for OCRRA’s social media platforms.
  - Assisted the City of Syracuse with the County’s largest recycling cart conversion program.
  - Continued advocacy for the new Extended Producer Responsibility (EPR) legislation and requesting an expansion of the bottle bill to add wine and liquor bottles.
  - Worked with the County on the next Local Solid Waste Management Plan and the impacts of the Micron facilities and the waste from these facilities.

Engineering:

- The Agency Engineer has had a full year of issuing RFP’s, overseeing projects, submitting permit renewal applications, addressing safety issues, and responding to inquiries from the NYSDEC.
- C. Alunio’s main focus at the end of this year has been the flues at Covanta. She continues to work with experts, insurance companies and Covanta to identify the best approach to repair.

Transfer and Compost:

- Plans for upcoming required PESH training are underway.
- While the flues at Covanta are being repaired, waste will be bypassed to landfills.
- The Jamesville compost site is closed for the season.
- OCRRA has begun the process of making materials for next spring, including bagging operations at Amboy.

Recycling:

- The Recycling Director has begun overseeing the submittal to the Department of Energy for a battery grant.
- The Recycling team has attended the NYS Association of Reduction, Reuse, and Recycling Conference in Cooperstown.
- The MRF audit was completed in November.

Public Information:

- The holiday campaign is underway.
- The OCRRA website has been updated with recycling dos and don'ts for holiday recycling.
- T. Palmer is working with the Ad Agency to expand OCRRA's reach to more television viewers via traditional broadcast or streaming platforms.
- T. Palmer is working on a recycling textile message.

Engagement, Outreach and New Opportunities:

- The ED has participated in two opportunities to discuss the impacts of the potential changes in emission standards that may be forthcoming from the EPA, and in a group call with the White House OMB which will be responsible for assisting the EPA with implementing the new regulations.

K. Spillane also reported that the Agency had hired an engineering firm to complete a forensic analysis of the root cause for the condition of the flues at the Waste to Energy facility and he said that this firm had to begin work right away in order to observe the condition of the flues before any work had started to repair or replace them. K. Spillane further stated that this work was going to be close to \$200,000 but necessary to determine what OCRRA's share of the cost of this project was to be if any for an already \$4 million dollar repair. The consultant's information will be presented to the Committees in January with an affirming resolution coming to the Board in February.

K. Spillane then closed his report by thanking B Page for his two years as Board Chair and for assisting K. Spillane with his new role as ED over the last two years.

The **TREASURER REPORT** – was presented by L. Colon-Torres.

- This report reflects October 2023 data.
- Tipping revenues were approximately 3% behind budget.
- The Electricity rate was 1.9c/kWh.
- Higher repair costs were noted.
- The Agency's cash balance at the end of October was \$21.0M.
- The Agency began the year with \$22.6M in cash reserves.
- The Agency has paid the MRF \$1,351,475 year to date.
- The Agency has billed haulers \$730,246 for recycling tip fees during 2023.

There was a brief discussion on electricity prices and how they are generated.

A. Bianchetti explained how rates are generated and which months incur higher rates than others.

D. Dalet motioned and L. Colon-Torres seconded to approve the Treasures report.

Roll was taken and the Treasurer's report was approved as submitted.

B. Page announced that due to the full agenda today, ethics training would be in the new year.

The **RECYCLING AND OPERATIONS COMMITTEE** – report was presented by E. Gilligan.

- The committee met on November 15, 2023.
- The committee discussed a resolution for the purchase of trailers.
- The committee discussed a resolution to contract with Miller Environmental Group for HHW.
- The committee discussed a resolution to purchase prepaid boxes for recycling services. This resolution was tabled. The contract amount is within the ED’s payment authority.
- The committee discussed a resolution for battery sorting services.
- The committee discussed a resolution to contract for food de-packaging services.
- The committee discussed a resolution to contract with Eagle and Post-Standard for distribution of the Agency’s quarterly newsletter.

**Resolution #2417 – Resolution Authorizing Executive Director to Purchase Transfer Trailers From STS Trailer and Truck Equipment** was moved by E. Gilligan and seconded by A. Bianchetti.

There was no further discussion.

The resolution was adopted 10 ayes, 0 nays, 0 abstain.

**Resolution #2418 – Resolution to Award a Contract to Miller Environmental Group for Household Hazardous Waste Collection** was moved by E. Gilligan and seconded by L. Colon-Torres.

There was a brief discussion on why only one vendor responded.

The resolution was adopted 10 ayes, 0 nays, 0 abstain.

**Resolution #2419 – Resolution Authorizing Contract for Battery Sorting Services** was moved by E. Gilligan and seconded by D. Daley.

There was no further discussion.

The resolution was adopted 1- ayes, 0 nays, 0 abstains.

**Resolution #2420 – Resolution Authorizing Contract for Food De-packaging Services** was moved by E. Gilligan and seconded by N. Zaccaria.

There was no further discussion.

The resolution was adopted 10 - ayes, 0 nays, 0 abstains.

A. Bianchetti praised OCRRA for their use of ARC employees.

**Resolution #2421 – Resolution Authorizing the Executive Director to Contract with the Eagle and Post-Standard Newspapers for Distribution of the Agency’s Quarterly Printed Newsletter** was moved by E. Gilligan and seconded by L. Colon-Torres.

There was a brief discussion of the total amount requested in this resolution.

T. Palmer responded that shipping costs can fluctuate. The resolution accounts for any unforeseen price increases. OCRRA is only charged for what they use.

The resolution was adopted 10 - ayes, 0 nays, 0 abstains.

K. Spillane reminded the Board that they could break for an Executive Session, should any members need to discuss the salary adjustments and results of the salary study that had been completed and discussed at the last Administration committee meeting.

The Board did not go into Executive Session to discuss personnel matters.

The **ADMINISTRATION COMMITTEE** – report was presented by C. Dunham.

- The committee met on November 28, 2023.
- The committee discussed a resolution of OCRRA’s nominating committee.
- The committee discussed a resolution for the purchase of Worker’s Compensation Insurance.
- The committee discussed OCRRA’s quarterly report.
- The committee discussed the small contracts report.
- The committee discussed an update on the WTE facility.
- The committee discussed a resolution adopting market-rate salary adjustments for non-represented employees.
- The committee discussed a resolution adopting salary adjustments for non-represented staff.
- The committee discussed a resolution on market rate adjustment for the Executive Director.
- The committee discussed a resolution allowing for a one-time payment to the Executive Director of \$20,000 recognizing his service as Executive Director and acting Transfer Director.

The following resolution was done out of order as votes were tallied for the resolution electing OCRRA officers.

**Resolution #2423 – Resolution Authorizing Executive Director to Purchase Workers’ Compensation Insurance Policy for the Agency for a One Year Period** was moved by C. Dunham and seconded by G. Popps.

M. Mokrzycki noted that the Agency did receive a good rate due to OCRRA’s safety rating.

The resolution was adopted 10 ayes, 0 nays, 0 abstain.

**Resolution #2422 – Resolution Electing OCRRA Officers for 2024** was moved by C. Dunham and seconded by G. Popps.

The results of the OCRRA officers were read aloud.

The resolution was adopted 11- ayes, 0 nays, 0 abstains.

**Resolution #2424 – Resolution Adopting Salary Adjustments for Non-Represented Employees For Year 2024** was moved by C. Dunham and seconded by G. Popps.

There was no further discussion.

The resolution was adopted 9 - ayes, 0 nays, 1 abstains. A. Bianchetti abstained – his daughter is employed by OCRRA.

**Resolution #2425 – Resolution Adopting Market Based Salary Adjustments for Non-Represented Employees** was moved by C. Dunham and seconded by G. Popps.

B. Page added that this study had been considered for quite some time and that it is important to maintaining a balanced, competitively paid workforce.

D. Daley asked how often OCRRA would complete this study.

M. Mokrzycki responded that OCRRA should be more consistent with this study, completing every few years instead of waiting for more than ten years if the Agency was to stay competitive.

E. Gilligan asked the date of when the data was collected.

M. Mokrzycki responded that the data was collected as of October 2023.

The resolution was adopted 9 - ayes, 0 nays, 1 abstains. A. Bianchetti abstained – his daughter is employed by OCRRA.

**Resolution #2426 – Resolution on Market Rate Adjustment to Executive Compensation** was moved by C. Dunham and seconded by L. Colon-Torres.

The resolution was adopted 10 ayes, 0 nays, 0 abstain.

**Resolution #2427 – Resolution Providing the Agency Director with a One Time Incentive Payment** was moved by C. Dunham and seconded by G. Popps.

B. Page added that while the Agency continued to look for a Transfer Director, and K. Spillane filled in for that role, it was only reasonable that he be compensated for his ‘double-duty’.

The resolution was adopted 9 ayes, 0 nays, 1 abstain. D. Lawless abstained.

B. Page asked the staff for updates.

C. Albuino:

- An RFP for the Amboy sanitary system has been issued.
- Proposals will be coming in for the waste beds on Monday.
- All additional emissions monitoring has been completed at the WTE facility. OCRRA is waiting for results.

There was a brief discussion on the sanitary system at Amboy.

T. Palmer:

- Several media outlets have aired holiday recycling tips. They are also posted on Face Book and LinkedIn.

M. Cirino:

- ABO training continues with Board members that need to complete that.
- Ethics training will be in January, staff training will follow.

K. Lawton:

- Grants continue to be completed for the upcoming year.

N. Jankowski moved, and A. Bianchetti seconded to adjourn the meeting.

A unanimous aye voice vote was recorded.

The Board adjourned at 5:05 p.m. for a confidential meeting with Counsel.

Board Minutes were taken by R. Czerwiak