

ONONDAGA COUNTY RESOURCE RECOVERY AGENCY
March 08, 2023 BOARD MEETING MINUTES

Board Members Present	B. Page, A. Bianchetti, L. Colon-Torres, C. Dunham, E. Gilligan, L. Klosowski, J. Driscoll, D. Lawless, N. Zaccaria, D. Daley
Board Members Absent:	R. Raman, Stephanie Pasquale
Also Present:	M. Cirino, M. Mokrzycki, K. Spillane, R. Czerwiak, J. Gascon, K. Lawton (via ZOOM), C. Albuio (via ZOOM), P. Pastella (via ZOOM), T. Palmer (via ZOOM)
Guests:	M. Ciaralli – Grossman St. Amour

The March 08, 2023, Board meeting was called to order at 4:05 p.m.

Roll was taken. Quorum is present.

D. Daley moved and E. Gilligan seconded the approval of the minutes from the January Board meeting.

Roll was called and the minutes were approved as submitted.

K. Spillane presented the Executive Director’s report.

- OCRRA has completed the transformer removal at Ley Creek.
- The building two optimization project work continues.
- OCRRA has begun hauling material to Covanta from 4:30-6:30 pm. Previously hauling after-hours was restricted from 7-9 pm.
- Staff assisted with moving more than 60 boxes of records from the office at Elwood Davis Rd to the retention room at RCR in anticipation of the office renovations.
- Annual reports were completed for the NYSDEC, including five reports for compost and transfer facilities.
- OCRRA has submitted a request for a \$250,000 EPA Recycling Education and Outreach grant.
- OCRRA begins preparation for the Home and Garden Show at the Fairgrounds. The event will be held mid-March.
- Earth Day registrations continue.
- The Public Information Officer is working to finalize the annual report.
- The OCRRA Newsletter has been submitted for printing.
- OCRRA will hold its first quarterly meeting with haulers this month.
- OCRRA has met with the Mayor of Syracuse and the Onondaga County Executive to discuss the need to fill Board appointments and to review some of the challenges the Agency is addressing with disposal capacity.

The **TREASURER’S** report was presented by L. Colon-Torres.

This report reflects January 2023 data.

- Tonnage levels were approximately 4% higher than expected.
- The January electricity rate was 2.6c/kWh. This provided approximately \$500,000 in revenue.
- Recycling cost remain high, costing OCRRA approximately \$177,000.
- The Agency’s cash balance at the end of January was \$22.9M.

- The Agency began the year with \$22.6M in cash reserves.

C. Dunham moved and L. Colon-Torres seconded to approve the Treasurer's Report.

Roll was called and the report was unanimously approved.

M. Cirino gave an audit update.

- The Audit committee met on February 23rd to discuss the audit.
 - The committee reviewed the annual risk assessment, tonnage verification and the wire transfer audit.
 - M. Cirino gave an update on the Code of Ethics training.
 - On March 1st the committee met again to discuss the final audit with Grossmans St. Amour.
 - The committee discussed Agency financials and presented a resolution that will be up for vote today.
 - The committee review the investments audit.
- M. Ciaralli, from Grossman St. Amour gave the audit presentation. A one-page summary was distributed.
 - There were no findings in the audit.

B. Page asked if there was any information regarding expenses that was of concern.

M. Ciaralli responded that there was no finding of any concern.

Resolution #2379 – Resolution Approving Audit of Onondaga County Resource Recovery Agency for Calendar Year 2022 was moved by J. Driscoll and seconded by E. Gilligan.

There was no further discussion.

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

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

- The committee met on February 15, 2023.
 - The committee discussed a resolution to purchase battery recycling services from E-Waste+ and NLR.
 - The committee discussed a resolution to contract for battery sorting services.
 - C. Alburnio gave an engineering update.
 - P. Pastella gave an update on the sprinkler system at Ley Creek.

The Board further discussed battery recycling.

Resolution #2380 – Resolution Authorizing Executive Director to Purchase Recycling Services from E-Waste+ and NLR, Inc for Household Battery Recycling was moved by E. Gilligan and seconded by L. Colon-Torres.

There was a brief discussion regarding tracking alkaline battery recycling.

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

Resolution #2381 – Resolution Authorizing Executive Director to Contract for Private Roll-Off Truck Hauling Services was moved by E. Gilligan and seconded by L. Klosowski.

There was no further discussion.

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

The **ADMINISTRATION COMMITTEE** – report was presented by L. Klosowski.

- The Administration committee met on February 28, 2023.
- The committee discussed a resolution to purchase insurance policies for the Agency.
- The committee discussed a resolution approving investment guidelines and investment report of OCRRA for 2022.
- The committee discussed a resolution to change the Agency’s Civil Service Roster.
- M. Mokrzycki gave an update on the office renovations.
- The committee discussed small contracts.

Resolution #2382 – Resolution Authorizing Executive Director to Purchase Insurance Policies for the Agency for the Period Beginning April 1, 2023 was moved by L. Klosowski and seconded by J. Driscoll.

M. Mokrzycki mentioned that the Excess Liability amount, listed at an estimate of \$53,000 on the resolution actually came in at \$48,000. No changes to the resolution were necessary, but the cost savings was noted.

There was a brief discussion on insurance coverage.

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

Resolution #2383 – Resolution Approving Investment Guidelines and Investment Report of Onondaga County Resource Recovery Agency for Calendar Year 2022 was moved by L. Klosowski and seconded by D. Lawless.

There was a brief discussion on Agency investments and earnings.

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

Resolution #2384 – Resolution Authorizing a Change to the Agency’s Civil Service Roster was moved by L. Klosowski and seconded by D. Lawless.

M. Mokrzycki gave an update regarding why this resolution is necessary.

There was no further discussion.

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

B. Page asked for staff updates.

M. Mokrzycki –

- M. Mokrzycki offered to take any interested members on a tour of the start of office renovations.

C. Alunio –

- There are two resolutions that the Recycling and Operations committee will be reviewing next week.

K. Lawton –

- On March 17th, 18th, and 19th OCRRA will be at the Home and Garden Show at the Fairgrounds.

- In April NYSAR is host an Organics Summit in Syracuse. Board member D. Daley and OCRRA staff member L. Piering will be presenting at the Summit.

A. Bianchetti ask how the paint EPR is proceeding.

K. Lawton responded that OCRRA will gather updated information and report back to the committee.

T. Palmer –

- Earth Day is the 21st and 22nd of April. Today marks the beginning of promotions for this event.

B. Page asked if OCRRA worked directly with schools for Earth Day.

K. Lawton responded that OCRRA's outreach includes schools. Generally, the schools are very involved in Earth Day.

P. Pastella –

- All annual reports have been submitted.

- Annual required training has been completed.

- The maintenance program continues.

- Earlier hours during the evening have begun at Covanta, which will help with staffing .

B. Page asked if the first outage had ended.

P. Pastella responded that the first outage has been completed and the second will be in April.

M. Cirino –

- Executive Director evaluations have been sent out to staff and Board members. The last day to submit is March 17th.

K. Spillane –

- The Ley Creek property acquisition continues, the request for the subdivision of the property has been presented to the Town of Salina.

- There are upcoming meetings regarding a possible feasibility study for the Camillus waste bed.

- OCRRA will be meeting with Madison County to discuss their landfill operations.

D. Daley expressed his gratitude for OCRRA's assistance with a study on incorporating wax coated corrugated cardboard into compost. Samples will be taken, and a report will be given back to the committee. This study could impact how this material is treated on a national level.

C. Dunham moved and L. Klosowski 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