

**ONONDAGA COUNTY
RESOURCE RECOVERY AGENCY**

**FEBRUARY 10, 2010
BOARD MEETING MINUTES**



Board Members Present:	Jake Barrett, Mark Donnelly, Roger B. Eidt, Dereth B. Glance, Jonathan Y. Kelley, Lee Klosowski, P.E., Donald Lawless, Minchin G. Lewis, Rachel May, Gwendolyn Raeford, Ravi Raman, P.E., Michael J. Reilly, CPA
Board Members Absent:	Jeffrey DeRoberts, Esq., Robert R. Ripberger, Richard Smardon, Ph.D.
Also Present:	A. T. Rhoads, William J. Bulsiewicz, Esq., Warren Simpson, Joseph Fontanella, Maria Cirino, Amy Lawrence <i>(Absent: Andrew Radin [on vacation], Kristen Lawton [on Leave])</i>
Guests:	

Mr. Donnelly called the Board Meeting to order at 4:34 p.m.

The Board Minutes of January 13, 2010 were accepted as presented and filed.

Mr. Donnelly asked that the reading of the Board Committee Reports be either eliminated or kept brief, as they were previously distributed to the Board Members.

The TREASURER’S REPORT was presented by R. Raman, as distributed to the Members. Mr. Raman noted that the variances shown are based on the budget, and the budget for 2010 was approved by the Board. It was also noted that the Agency is still dipping into its reserves.

Mr. Donnelly informed the Board that at the beginning of each Board Meeting, an “educational component” will be discussed. This was the consensus of the Governance Committee Members at its February 5th Governance Committee Meeting.

The EXECUTIVE DIRECTOR’S REPORT was presented by A.T. Rhoads. The report was distributed to Board Members.

The February 5, 2010 GOVERNANCE COMMITTEE REPORT was presented by M. Donnelly. Copies of the report were distributed to Board Members.

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- Regarding the Revised Public Authorities Accountability Act (PAAA), the Governance Committee reviewed a number of assignments to complete. Carefully considering these matters, the Governance Committee was also actively engaged in ensuring OCRRA's responsibilities to evaluate recent trends in corporate governance under the PAAA.
 - Preparation for Strategic Planning Sessions in early Spring 2010 was discussed.
 - It was discussed to develop a "2015 Committee", members with a diversity of skills and a diversity of Board tenure.

The AUDIT COMMITTEE REPORT was presented by M. Reilly, and copies of the report were distributed to the Board. Highlights of the Audit Committee Meeting are as follows:

- The Committee met with Gregg Evans and Michael Bersani with the accounting firm of Testone, Marshall & Discenza to discuss the in-progress year-end audit. At the next Audit Committee Meeting, March 1st, the draft financial statement and audit will be reviewed.
- The potential training under the amendments of the PAAA was discussed.
- In the future, a Public Authorities Annual Report Standardization Format will be coming out that Public Authorities will need to follow.
- A draft of a proposed 2010 Audit Plan was reviewed and discussed.

Resolution # 1692 — **Resolution Adopting Amendments to the Agency Whistleblower Policy** was moved by M. Reilly and seconded by R. Eidt. The Resolution was adopted: 11 ayes, 0 nays, 0 abstentions.

Mr. Raman wanted **to go on record** regarding the calibration and the verification of the billing from the revenue meter on the electric billing sale to be sure the meter is calibrated properly. Mr. Raman suggested the Internal Auditor review and audit the meter's calibration and report back to the Board.

The RECYCLING COMMITTEE REPORT was presented by D. Glance. Copies were distributed to the Board. Highlights from the Committee Meeting are as follows:

- The Recycling Figures for December 2009 are as follows:

Mandatory Recycling:	19,000 tons
Mandatory & Voluntary Recycling:	56,000 tons
Total Waste Reduction through Recycling:	66%

- Aaron Hugo and Christopher Pinckney from Pinckney Hugo Group (PHG) discussed strategies aimed at ensuring cost-effective investment in media buys for the new TV commercial featuring

local children (promoting residential recycling), and the business recycling campaign highlighting OCRRA's Blue Ribbon Recycler Program.

- The MRF Contract was discussed.
- C3 will close to the public on Saturday, March 13th, after collecting over one million lbs. of electronic waste in 2009. OCRRA will conduct two electronic waste collection events later this year. **Committee recommendation:** Endorse Extended Producer Responsibility Resolution as part of a long term, cost-effective, environmentally sound solution for e-waste management.

Resolution # 1693 — Resolution Urging Onondaga County and Local Governments in Onondaga County to Support Electronics Recycling and Extended Producer Responsibility for Electronic Wastes was moved by D. Glance and seconded by J. Kelley. The Resolution was adopted: 11 ayes, 0 nays, 0 abstentions.

Resolution # 1694 — Resolution Urging New York Legislature to Restore Full Funding to Environmental Protection Fund was moved by D. Glance and seconded by R. May. The Resolution was adopted: 11 ayes, 0 nays, 0 abstentions.

The ADMINISTRATION COMMITTEE REPORT was presented by J. Barrett and D. Lawless. The report was distributed to the Board Members. Highlights from the Committee Meeting are as follows:

- The Committee looked at its major Committee tasks and responsibilities for the coming year. The largest issue coming through Administration in 2010 will be budget forecasting for the coming several years, and the related development of a Hauler Contract renewal. There will be further on-going discussion.
- An informative discussion took place on the electricity production damages dispute with Covanta. The Agency Engineer and Agency Counsel informed the Board of Managements' position on the dispute, especially how it relates to turbine-generator non-production (outage) days and reimbursement for lost production.
- The Bond Call for the 2010 Bonds has not, at this time, been approved by Covanta and, therefore, potential interest savings of \$15,000 per month are on hold.
- The Committee discussed various actions and changes to policy and procedure to conform with the revised Public Authorities Accountability Act (PAAA). These changes take effect in March 2010. Agency Counsel has been working to make OCRRA compliance smooth.
- Eight small contracts between \$5,000 and \$15,000 were reported since the November 2009 Committee Meeting.
- The Committee was apprised of reduction to staffing levels by two permanent employee attritions and two temporary employee reductions.

Resolution # 1695 — **Resolution Reforming Agency Standing Committees** was moved by D. Lawless and seconded by R. Raman. The Resolution was adopted: 11 ayes, 0 nays, 0 abstentions.

Resolution # 1696 — **Resolution Approving Revised Agency Guidelines Regarding Disposition of Agency Real and Personal Property** was moved by D. Lawless and seconded by J. Barrett. The Resolution was adopted: 11 ayes, 0 nays, 0 abstentions.

The OPERATIONS COMMITTEE REPORT was presented by J. Kelley. Copies of the report were distributed. Following are highlights from the Operations Committee Meeting:

- There are no proposed Resolutions from the Operations Committee.
- There was some brief discussion regarding the Fact Sheets and Statistics sent to the Committee for their review and general knowledge. Mr. Kelley asked if the renovations at Ley Creek had been accomplished in a satisfactory manner. They have been. A brief discussion of options for future operations at Ley Creek took place.
- The Committee approved sending Jeff Cooper to The Federation conference in May to make a presentation regarding our unique processing, and use of C&D materials in conjunction with Waste-To-Energy. Mr. Kelley also asked that Jeff make the presentation to the Operations Committee.
- The Committee discussed short and long-range goals. Short-range goals include negotiation of a new Collective Bargaining Agreement; Vehicle and Equipment Purchasing in the near future, and enhanced familiarization with Operations, which will be aided by holding some Committee Meetings at the Transfer Stations during work hours.
 - a. Long-range goals include reviewing options and possibility for use of the WEP property adjacent to Ley Creek, as well as beginning the planning process for Post 2015 operations at both Transfer Stations with a specific focus on our relationship, if any, with Covanta at that time.
- The Agency Engineer's Report was distributed to all Board Members.

The Board Meeting adjourned at 5:23 p.m.

Board Minutes were taken by C.M. Strong.

cms/Attachment

