

**ONONDAGA COUNTY
RESOURCE RECOVERY AGENCY**

**FEBRUARY 9, 2011
BOARD MEETING MINUTES**



Board Members Present:	Jake Barrett, John P. Copanas, Khristopher A. Dodson, Hanah Ehrenreich, Scott Gerharz, Jonathan Y. Kelley, Lee Klosowski, P.E., Donald Lawless, Rachel May, Ph.D., Ravi Raman, P.E., Michael J. Reilly, CPA, Richard Smardon, Ph.D.
Board Members Absent:	
Also Present:	A. T. Rhoads, William J. Bulsiewicz, Esq., Warren Simpson, Andrew Radin, Joseph Fontanella, Kristen Lawton, Maria Cirino, Amy Miller, Greg Gelewski
Guests:	Mark Donnelly, Allison Muehe

The February 9th Board Meeting was called to order at 4:30 p.m.

The January 12, 2011 Minutes of the Board were accepted as presented and filed.

Former Chair of the Board, Mark Donnelly, was present. Chairman Jake Barrett presented the engraved Gavel and Block to Mr. Donnelly. The Gavel was engraved with Mr. Donnelly's years of service, as Chairman, to the OCRRA Board of Directors.

Mr. Donnelly thanked Board Members past and present for the privilege to serve two tours of duty with the Board. Mr. Donnelly said that he has faith that sound decisions are being made, and that the WTE Facility is held accountable for operations. The OCRRA System is so much more than trash burning — it is a multi-faceted system that serves the ever changing needs of the community. Mr. Donnelly said that he sees the talent in the Agency taking OCRRA to levels that have never been achieved.

Mr. Barrett went over Board protocol for the new Board Members. He asked all Board Members to please be on time for all meetings, and if a Member is going to be late, to please notify the Committee Chair and/or the Agency Receptionist. Mr. Barrett also asked Committee Chairs to begin their meetings

on time. Mr. Barrett said that Board Members bring two things to Agency meetings: the expertise that they have, and their analytical abilities. Analytical abilities brought to the Board/Committee meetings will only work if the Board materials are read thoroughly. He also said that the other Board professionals will be relying on those analytical abilities that are brought to the table. Mr. Barrett asked the Members to please do their homework.

Mr. Barrett announced that there will be a Governance Committee Meeting March 9th at 3:45 p.m., before the Board Meeting, which begins at 4:30 p.m. The Governance Committee is comprised of the Chairs of all the Committees. However, all Board Members are welcome to attend.

The TREASURER'S REPORT was presented by D. Lawless. The report was distributed to Board Members.

The OPERATIONS COMMITTEE REPORT was presented by D. Lawless, and copies of the report were distributed to Board Members. Following are highlights from the Committee Meeting:

- The Committee reviewed the Disposal Facility Contract Recommendations in great detail. The Committee was also briefed on changes in staffing and Capital Purchases, which would be required under this new contract.
- The Committee unanimously decided to sponsor a Resolution to the Board for a contract with High Acres Landfill beginning June 1, 2011, when the current contract expires.
- The Agency Engineer's Report was presented by Amy Miller. The Title V Air Permit has still not been issued for the WTE, although Public Hearings were completed in November. Hopefully, DEC will forward the final permit to EPA for their 45-day review early this year.
- The Committee reviewed the Operations Committee accomplishments for 2010 and some suggested goals for 2011.

Resolution # 1729 — **Resolution Authorizing Execution of a Landfill Use Agreement with waste Management of New York, LLC** was moved by D. Lawless and seconded by J. Kelley. The Resolution was adopted: 11 ayes, 0 nays, 0 abstentions.

The EXECUTIVE DIRECTOR'S REPORT was presented by A.T. Rhoads. Copies were distributed to the Board Members.

The ADMINISTRATION COMMITTEE REPORT was presented by R. Raman, and copies of the report were distributed to the Board Members. Highlights from the Committee Meeting are as follows:

- The Committee briefly reviewed the proposed Administration Committee topics for the coming year.

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- The Committee discussed Bio-fuels growth at Site 31 agricultural areas, and the Committee will explore Bio-fuels potential at the site: profit sharing, alternate crop options, etc.
 - The Business Officer advised the Committee that the bond call for the 2011 maturities was accomplished on January 11 resulting in over \$215,000 in interest expense savings.
 - The Executive Director gave a brief update on the Contract Labor Negotiations; his opinion is that the process will be slow this year.
 - The Business Officer updated the Committee on small contract action since the last meeting.

The RECYCLING COMMITTEE REPORT was presented by R. May. Copies of the report were distributed to the Board. Highlights from the Recycling Committee are as follows:

- The Committee was advised that OCRRA has received a National Award from the United States Composting Council for **Municipal Composting Program of the Year 2010**.
- The Committee took a few minutes to look back at numerous 2010 program achievements, and Resolutions carefully evaluated by the Committee and approved by the Board.
- The Committee discussed several strategic goals for 2011, and determined to continue the discussion at the February Meeting.
- A briefing was provided by Public Information Officer, Kristen Lawton, including a detailed advertising/media schedule for 2011, and cost breakdown.
- OCRRA completed a new, four-year MRF contract in October 2010, for the period January 1, 2011 through December 31, 2014. Since that time, both Cellmark and Recycle America have signed the contract.

Resolution # 1730 — **Resolution Authorizing Executive Director to Purchase Skid Loader** was moved by R. May and seconded by R. Smardon. A discussion followed. Mr. Raman had concerns about fiscal responsibility. The Resolution was adopted: 10 ayes, 1 nay (R. Raman), and 0 abstentions.

Resolution # 1731 — **Resolution Authorizing Executive Director to Purchase Trommel Screen and Airlift Separator** was moved by R. May and seconded by H. Ehrenreich. The Resolution was adopted: 10 ayes, 1 nay (R. Raman), and 0 abstentions.

Resolution # 1732 — **Resolution Designating New County Recyclable** was moved by R. May and seconded by R. Raman. The Resolution was adopted: 10 ayes, 0 nays, 0 abstentions.

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

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- Dave Moynihan and Michael Bersani from Testone, Marshall & Discenza, LLP were in attendance to discuss the in progress year-end audit. A few minor issues were discussed with the Committee, and the auditors stated that there were no major audit issues or concerns that needed to be addressed at that time.
 - The Committee discussed the results and management's response to the Materials Recovery Facility (MRF) Contract Monitoring Audit.
 - The Committee discussed the draft report of the Request for Proposal (RFP)/Request for Quote (RFQ) Process Audit.
 - The Committee discussed the results of the Minority and Women's Business Enterprises (MWBE) Compliance Audit.
 - M. Cirino reviewed the interim brief of the Public Authorities Accountability Act of 2005 (PAAA)/Public Authorities Reform Act of 2009 (PARA) Compliance Audit. Ms. Cirino reminded the Committee of the 2009 change in the law that now requires all Audit Committee Members to be familiar with corporate financial and accounting practices.
 - The 2010 Audit Plan was reviewed by the Committee.

The 2015 COMMITTEE REPORT was presented by L. Klosowski, and copies were distributed to the Board. Some highlights from that Committee Report are as follows:

- Mr. Klosowski discussed with the Committee the Proposed 2011 Agenda/Milestones.
- The Committee's next order of business was to review the basis and range of key assumptions that will be used in analyzing the various scenarios. Assumptions were found to be reasonable.
- The Market Rate Agreement (Scenario 1) was reviewed, and comments will be addressed in the next draft.

The Board Meeting adjourned at 5:45 p.m.

Board Minutes were taken by C.M. Strong.



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Attachment