

ONONDAGA COUNTY
RESOURCE RECOVERY AGENCY

NOVEMBER 9, 2011
BOARD MEETING MINUTES



Board Members Present:	Jake Barrett, John P. Copanas, Hanah Ehrenreich, Scott Gerharz, Jonathan Y. Kelley, Lee Klosowski, P.E., Donald Lawless, Rachel May, Ph.D., Ravi Raman, P.E., Richard Smardon, Ph.D.
Board Members Absent:	Khristopher A. Dodson, Frank Forte, Michael J. Reilly, CPA
Also Present:	William J. Bulsiewicz, Esq., Warren Simpson, Andrew Radin, Joseph Fontanella, Kristen Lawton, Maria Cirino, Amy Miller, Maureen Nosik (Personnel Analyst)
Guests:	

The Board Meeting was called to order at 4:29 p.m.

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

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

In lieu of the EXECUTIVE DIRECTOR'S REPORT, Mr. Bulsiewicz asked Agency Information Officer, Kristen Lawton, to present a PowerPoint presentation to the Board updating them on the new updated Source Separation Law that was recently passed by the Onondaga County Legislature. Mr. Bulsiewicz told the Board that the end result of the Source Separation Law is very significant to OCRRA.

During the presentation, Ms. Lawton explained the following:

- The updated law simplifies the language to make it more customer friendly.
- The law spells out specific requirements for businesses, Apartments, Institutions/Schools, Haulers, and MRF's.

- Regarding Enforcement: The law adds a warning letter, prior to fine assessment; makes fines consistent with 2003 structure; removes fine dispensation details.
- Specifics Areas of Change:
 - ❖ Remove Paper Clips and Staple Clause (obsolete requirement).
 - ❖ Requires Haulers to provide recycling service to clients (was not previously required).
 - ❖ Reinforces that apartments must provide recycling service for tenants.
 - ❖ Recycling containers must be as accessible as trash containers. Must also be labeled. (Helps ensure maximum recycling occurs).
 - ❖ Dirty MRF's are restricted.

Mr. Bulsiewicz added that the updated Source Separation Law passed 17 to 1. He said that this is a compliment to the Agency, and a compliment to Mr. John Copanas, as Mr. Copanas was present to answer questions and he worked with the Legislature on the Agency's behalf. Mr. Copanas wanted the Board Members to know that the Agency is very well respected by the Legislature.

The ADMINISTRATION COMMITTEE REPORTS were presented by R. Raman. Copies of the reports were distributed to Board Members. The October 25, 2011 Administration Committee Meeting, and then a Special Meeting was called on November 3, 2011. Following are highlights from those Administration Committee Meetings:

- Worker's Compensation Renewals: Mr. Dan Fiaschetti of Brown & Brown (Agency's broker of record) presented the Committee with renewal proposals for Worker's Compensation Insurance for 2012. Mr. Fiaschetti advised the Committee that PERMA, our current insurer, has by far the best rates available to the Agency.
- Presentation on "Process Streamlining": Mr. John Kennedy made a brief presentation regarding services for process streamlining and answered Committee Members' questions. The Committee concluded that this subject would be more appropriately addressed subsequent to the hiring of a new Executive Director.
- Year-End Estimates and Strategies: The Business Officer advised the Committee that there was likely to be an operating surplus at year-end. The amount of the surplus is unknown at this time and is heavily dependent on electric sales for the last quarter. The Business Officer offered to review the Series B Bond consequences of a surplus and various strategies to minimize its impact.
- Update on Labor Negotiations: The Interim Executive Director updated the Committee on labor negotiations, which is still in progress.

- Out-of-County Waste: The Committee concluded that accepting out-of-county waste was not currently viable, and that alternative options would be more appropriately discussed in Operations Committee. It would then be brought back to the Administration Committee in regard to pricing, only.
- The Business Officer advised the Committee that all required filings of the budget had been made prior to the October 31, 2011 deadline.
- The Business Officer advised the Committee on small contract action.
- The Committee went into Executive Session at 5:30 p.m. to discuss the search for a new Executive Director and to name members of the Nominating Sub-Committee. The Committee exited Executive Session at 6:00 p.m.
- The Special Administration Committee Meeting on November 3rd was to discuss the following:
 - ❖ Members of the Nominating Sub-Committee are as follows: Don Lawless, Jon Kelley, John Copanas, and Lee Klosowski. This Sub-Committee will nominate Officers of the Board for the Year 2012. The full Board of Directors will vote for the Officers, via Resolution, at the December 14th Board Meeting.
 - ❖ Executive Director Interviews: The Committee entered into Executive Session to conduct interviews of Executive Director Candidates. The Committee entered normal session at approximately 7:00 p.m.

Mr. Raman explained that the Committee decided to go into a couple of phase processes for the Executive Director search. The Phase I process was to receive resumes and letters from persons within the Agency interested in the position of Executive Director. Four applicants were interviewed at the November 3rd meeting.

Phase II is to go to the outside to see who is interested and available in the Executive Director position. Those persons will also be interviewed. After all the interviews, the Search Committee will compare the applicants, and then go back to the Board Members with a full report of the respondents, and potentially narrow the list to the top two or four applicants, or whomever the Board wants to interview again. From this point and forward, it will be the decision of the Board of Directors who will be hired to fill the vacant position of Executive Director.

- Mr. Raman informed the Board that at the Administration Committee Meeting, the Committee discussed morale issues. An Employee Appreciation Dinner will take place on December 1, 2011. Ms. Nosik, Personnel Analyst, went over the arrangements with Board Members. Employees will be honored at this dinner. Mr. Kelley suggested that certain employees should be singled out for “significant achievement”.

Resolution # 1760 — **Resolution In Recognition of Tom Rhoads' 15 Years of Service to the Onondaga County Resource Recovery Agency** was moved by R. Raman and seconded by R. Smardon. Rachel May moved for a friendly amendment, and Hanah Ehrenreich seconded the movement. A friendly amendment was accepted by unanimous consent. The Resolution was adopted: 10 ayes, 0 nays, and 0 abstentions.

Resolution # 1766 — **Resolution Authorizing Interim Executive Director to Purchase Workers Compensation Insurance Policy for the Agency for One (1) Year Period Beginning January 1, 2012** was moved by R. Raman and seconded by H. Ehrenreich. The Resolution was adopted: 9 ayes, 0 nays, 0 abstentions.

The RECYCLING COMMITTEE REPORT was presented by R. May. Copies of the report were distributed to the Board Members. Following are highlights from the Committee Meeting:

- The Recycling Figures for September 2011:

Mandatory Recycling:	20,100 tons
Mandatory & Voluntary Recycling:	46,600 tons
Total Waste Reduction through Recycling:	60%

- The Committee reviewed competitive bids for the purchase of 80,000 blue bins and recommends that the low bidder, Rehrig Pacific, be selected to provide the curbside recycling containers.
- The Committee reviewed a summary analysis of potential local food waste sources and corresponding quantities, prepared by Recycling Operations Manager, Greg Gelewski.
- Committee Members indicated that they would support special pricing at the compost sites for large quantity food waste generators (i.e. in excess of 2,000 tons annually), as part of the effort to develop longer term contracts with large quantity organics generators or transporters. The DEC would need to be informed of permit application progress as material deliveries increase. Any changes to OCRRA's compost fee schedule would ultimately require Board approval.

Resolution # 1767 — **Resolution Authorizing Interim Executive Director to Purchase Additional Blue Bin Recycling Containers** was moved by R. May and seconded by R. Smardon. The Resolution was adopted: 9 ayes, 0 nays, 0 abstentions.

The OPERATIONS COMMITTEE REPORT. Mr. Lawless informed Board Members that the Operations Committee did not meet in October; therefore, there is not an Operations Committee Report to be presented.

- The Agency Engineer's Report to the Board was distributed. The Board Members discussed the Enforcement Officers' duties with Ms. Miller, specifically their issuing of verbal and written warnings and violations when appropriate. The Enforcement Officers make frequent visits to the WTE Facility's tipping floor to evaluate the amount of recyclable material in loads being delivered to the Plant. The Enforcement Officers regularly inspect County's borders to identify MSW that may be leaving the OCRRA System, and they will conduct investigations when necessary.

The 2015 COMMITTEE REPORTS were presented by L. Klosowski. A meeting occurred on October 26, 2011, and also on November 2, 2011.

Mr. Klosowski moved to go into Executive Session to discuss confidential documents, and Ms. May seconded the movement. Executive Session began at 5:37 p.m. Mr. Raman moved, and Dr. Smardon seconded to move out of Executive Session by Board unanimous consent at 5:53 p.m.

The Board Meeting adjourned at 5:55 p.m.

Board Minutes were taken by C.M. Strong



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Attachment