

**ONONDAGA COUNTY
RESOURCE RECOVERY AGENCY**

DECEMBER 8, 2010
BOARD MEETING MINUTES



Board Members Present:	Jake Barrett, Khristopher A. Dodson, Scott Gerharz, Dereth B. Glance, Jonathan Y. Kelley, Lee Klosowski, P.E., Donald Lawless, Rachel May, Ph.D., Richard Smardon, Ph.D.
Board Members Absent:	Jeffrey DeRoberts, Esq., Mark Donnelly, Hanah Ehrenreich, Ravi Raman, P.E., Michael J. Reilly, CPA
Also Present:	A. T. Rhoads, William J. Bulsiewicz, Esq., Warren Simpson, Andrew Radin, Joseph Fontanella, Kristen Lawton, Amy Miller (Maria Cirino -- out ill)
Guests:	none

The Board Meeting was called to order at 4:33 p.m.

The Board Minutes of November 10th were accepted as presented and filed.

The TREASURER’S REPORT was presented by D. Lawless, and copies were distributed to Board Members. Mr. Barrett said that a meeting would be held in January to discuss future goals.

Mr. Lawless read a note from Ravi Raman, Treasurer, thanking the Board for having him as Board Treasurer for the past six years. Mr. Raman stated that it was a great pleasure working with the Board Members and Agency Staff.

The ADMINISTRATION COMMITTEE REPORT was presented by D. Lawless. Copies of the report were distributed to the Board.

- The Chair of the Nominating Sub-Committee reported that the Sub-Committee was recommending the following Officer Nominations for 2011:

Jake Barrett — Chair
Rachel May — Vice Chair
Don Lawless — Treasurer
Catherine Strong — Secretary

A Resolution is to be presented.

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- The Executive Director updated the Committee on the status of Hauler Contracts. The City Common Council approved the contract, and the Agency will have it shortly. There are only minor holdouts remaining that should be taken care of before year-end.

Resolution # 1726 — **Resolution Appointing OCRRA Officers for 2011** was moved by D. Lawless and seconded by D. Glance. The Resolution was adopted:

Board Chair:	9 ayes, 0 nays, 0 abstentions
Board Vice Chair:	9 ayes, 0 nays, 0 abstentions
Board Treasurer:	9 ayes, 0 nays, 0 abstentions
Board Secretary:	9 ayes, 0 nays, 0 abstentions

The GOVERNANCE COMMITTEE REPORT was presented by J. Barrett. Copies were distributed to all.

- The topic of “re-financing” was brought forward, and it was asked if voting could be done via the telephone, if a Board Member was unable to come to the committee meeting? Agency Counsel stated that it cannot be done at this time. In order to allow telephone voting, the Governance Principles would have to be amended. It was decided to investigate this issue at a later date.

Resolution # 1727 — **Resolution Amending Agency’s Corporate Governance Principles** was moved by J. Barrett and seconded by J. Kelley. The Resolution was adopted: 9 ayes, 0 nays, 0 abstentions.

The FINANCE COMMITTEE REPORT was presented by J. Barrett. Copies of the report were distributed to all Board Members.

- The Business Officer supplied the Committee with estimates from Roosevelt & Cross on potential net savings to the Agency of around one million dollars by refinancing the Series A Bonds. There is little expense involved prior to making a commitment to refinance, and the Committee concurred with the recommendations to continue the process and report back at future meetings.
- The Business Officer advised that we currently have fiscal advisors (Fiscal Advisor, Inc.) on retainer who are familiar with our debt; there are procurement guidelines in place for the selection of legal counsel and that it is his intention, as a first step, to issue an RFP for Underwriters in early 2011. He advised that the RFP process for Underwriters would take about two weeks from issuance to response.

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- Tentative Timeline for Refinancing: It is anticipated that the process will begin in the first quarter of 2011 and conclude in the same year. Actual timing of the refinance is very sensitive to market conditions.

Resolution # 1728 — **Resolution Approving Guidelines for Issuance or Refinancing of Agency Debt** was moved by J. Barrett and seconded by R. Smardon. The Resolution was adopted: 9 ayes, 0 nays, 0 abstentions.

J. Kelley presented the OPERATIONS COMMITTEE REPORT, and copies of the report were distributed to Board Members.

- Mr. Kelley announced that there would not be a December Committee Meeting.
- Mr. Kelley thanked all of the Operations Committee Members for their work and commitment to various issues during 2010.
- The Agency Engineer's Report was distributed to Board Members. This report covered "WTE in the news — Contracts, and WTE in the news — New Facilities".

2015 COMMITTEE REPORT was presented by L. Klosowski. Copies of the report were distributed to Board Members.

- The 2015 Committee worked through various ideas and activities, and assigned tasks to Committee Members.
- The Committee will review revenues and costs for 2015.
- At the February meeting, a schedule will be discussed to evaluate a report to present to the full Board of Directors.
- There will not be a January 2015 Committee Meeting.

The RECYCLING COMMITTEE REPORT was presented by D. Glance, and copies of the report were distributed to Board Members.

- October 2010 Recycling Figures:

Mandatory Recycling:	19,600 tons
Mandatory & Voluntary Recycling:	44,900 tons
Total Waste Reduction through Recycling:	63%

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- Ms. Glance thanked the OCRRA Team for their great work performed in 2010.
 - The Committee was updated on the two, first- place National Awards OCRRA is receiving from the *Keep America Beautiful* (KAB) organization, and the Statewide Award from New York State Association of Reduction, Reuse, and Recycling (NYSAR3). The KAB Awards are for “**Outstanding Waste Reduction/Recycling efforts** and for **Outstanding Litter Prevention efforts**”, respectively.
 - The Committee was advised that OCRRA is moving forward with an R&D (Research and Development) Permit for the Amboy Compost Site (with DEC as lead Agency for SEQRA) to further evaluate some final design characteristics, through-put volumes, and feedstock variables. The Agency is aiming to have a final Solid Waste Facility Permit by/in 2012 to move forward with the construction of the large scale processing facility.

Mr. Barrett presented the AUDIT COMMITTEE REPORT. Copies of the report were distributed to Board Members.

- The Audit Committee did not meet in October or November 2010.
- Several audits were included in the report: MRF Contract Monitoring Audit/ RFP/RFQ Process Audit; MWBE Compliance Audit; Grant Revenues Audit; Public Authorities Reform Act (PARA) Compliance Audit; and preparation work for the Greenhouse Gas Emission Reduction Audit has begun.
- The next Audit Committee Meeting is scheduled for **January 27, 2011, at 11:30 a.m.**

Mr. Rhoads informed the Board Members that the State announced the completion of the NYS Solid Waste Management Plan. Mr. Rhoads stated that the Local Solid Waste Management Plan needs to be updated, and the Agency has asked for a two-year extension.

The Board Meeting adjourned at 5:20 p.m.

Board Minutes were taken by C.M. Strong.



cms/Attachment