

# DUTCHESS COUNTY RESOURCE RECOVERY AGENCY

## FEBRUARY 17, 2022 – MEETING MINUTES

A meeting of the Dutchess County Resource Recovery Agency convened at 4:30 p.m. at the offices of the Agency located at 96 Sand Dock Road, Poughkeepsie, New York. Those present included W. Nussbickel, Chairman; D. Petrovits, Vice-Chairman; Board Members, V. DiMaso, and D. Michael; Agency Staff, L. Carille and D. Walsh.

- 1. Regular Session** – Chairman W. Nussbickel called the meeting to order at 4:35 pm.
- 2. Minutes** – Chairman W. Nussbickel presented the minutes of the December 16, 2021 board meeting. A motion to approve the December 16, 2021 board meeting minutes was made by D. Petrovits, seconded by D. Michael and unanimously carried.
- 3. Balanced Scorecard Report** - L. Carille stated that the waste volume was down for January; 5,000 tons less than what the budget lists for the month. Scheduled maintenance was performed on one boiler. The electric and metals guarantees were met; however, the ash was not. The ash penalty resulted in \$64,615. The 2021 annual reconciliation was calculated and there is a reimbursement of \$40,980 due to WIN Waste Innovations. The submitted invoice for \$548,632.27 which includes the 2021 reimbursement is considered complete and approved for payment to WIN Waste Innovations.
- 4. Agency Financial Report** – The payables were presented in the amount of \$789,545.71.

There were no further questions regarding the Financials. A motion to approve the payables for \$789,545.71 was made by D. Petrovits, seconded by D. Michael and unanimously approved.

L. Carille stated that the Agency's 2021 annual audit is close to completion. RBT CPAs, LLC will be sending over the final documents in which she will have the Audit Committee review in time before the Public Authorities submittal deadline.

The net service fee currently has a balance of \$7,419.

### **5. Committee Reports**

#### **Resolution No. 870 Slate of Officers/Committee Appointments**

The 2022 Slate of Officers was nominated by D. Petrovits, seconded by D. Michael and unanimously carried by board members present as follows:

Chairman: W. Nussbickel  
Vice-Chairman: D. Petrovits  
Treasurer: S. Tinkelman  
Secretary: D. Walsh

The Committee Appointments were moved by W. Nussbickel, seconded by D. Michael, and unanimously carried by board members present as follows:

Finance Committee: S. Tinkelman, Chairman  
J. Senft  
V. DiMaso

Audit Committee: W. Nussbickel, Chairman  
V. DiMaso

Governance Committee: D. Petrovits, Chairman  
D. Michael

A motion to approve Resolution No. 870 Slate of Officers/Committee Appointments was made by W. Nussbickel, seconded by D. Petrovits and unanimously carried.

#### **Resolution No. 871 Contract Extension for Professional Legal Services**

The Agency wishes to continue the contract with Mackey, Butts & Wise, LLP. After a brief discussion, the Executive Director is hereby authorized to extend the contract with Mackey Butts & Wise, LLP for fiscal year 2022 at the stated rates (same as 2021).

A motion to approve Resolution No. 871 Contract Extension for Professional Legal Services was presented by W. Nussbickel, seconded by D. Petrovits, and unanimously carried.

#### **Resolution No. 872 Employee Handbook Amendment**

The Governance Committee reviewed and submitted a proposed amendment to include paid vacation and paid sick leave for non-exempt part-time Agency employees. The amendment will allow five paid vacation days after one year of service and ten paid vacation days after three years of service. Upon separation of service any unused vacation days will be paid unless employee fails to serve a two weeks' notice of resignation or has a disciplinary termination. Five paid sick days will be earned on the employees' anniversary date each year. The first year will be pro-rated based on the date of hire. All vacation and sick leave will be credited on the employees' anniversary date. Employees may not accumulate vacation or sick leave days.

A motion to approve Resolution No. 870 Employee Handbook Amendment was made by D. Michael, seconded by D. Petrovits, and unanimously carried.

A brief discussion continued over the trash crisis from last month. D. Petrovits requested that the County of Dutchess, particularly B. O'Neil, attend the Agency's next board meeting so that Agency board members can voice their concern and further discuss the matter.

6. **Executive Session** — A motion at 5:00 pm to move into Executive Session to discuss personnel matters was made by W. Nussbickel, seconded by D. Petrovits and unanimously carried.

The meeting moved back into public session at 5:15 pm with no decisions made during Executive Session.

7. **Other Business** — - There were no violations reported from NYSDEC.

8. **Public Comment** — There was no public comment.

With no further business to discuss, at 5:17 pm a motion to adjourn the meeting was made by D. Petrovits, seconded by D. Michael and unanimously carried.