

DUTCHESS COUNTY RESOURCE RECOVERY AGENCY

JUNE 16, 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; S. Tinkelman, Treasurer; Board Members, J. Senft, V. DiMaso, and D. Michael; Agency Staff, L. Carille, D. Walsh, K. Russell; and W. O'Neil, Deputy Dutchess County Executive.

1. **Regular Session** – Chairman W. Nussbickel called the meeting to order at 4:29 pm.
2. **Minutes** – Chairman W. Nussbickel presented the minutes of the February 17, 2022 board meeting. A motion to approve the February 17, 2022 board meeting minutes was made by D. Petrovits, seconded by J. Sent and unanimously carried. S. Tinkelman abstained.
3. **Balanced Scorecard Report** - L. Carille stated that the volume of incoming waste was down during the months of January, February, March and part of April. She contacted Royal asking for additional waste which they did not have. That changed in the month of May as the Facility experienced some unscheduled downtimes and waste began to build up. Royal worked with the Agency in May to divert 200 tons of waste per week. The scheduled Facility maintenance began on May 31, 2022 by bringing Boiler No. 2 first offline. Royal will continue to divert waste until the Facility scheduled maintenance is complete. They do receive tonnage credit for their waste diversion. There were no performance penalties this month. The submitted invoice for \$667,036.23 is considered complete and approved for payment to WIN Waste Innovations.

Today, June 16, during the early morning hours, there was a loss of electricity. This includes all of Central Hudson's transmission equipment which caused the Facility to shut down from all operations including accepting waste. Offices, computers and lights are able to run on the generator. Central Hudson estimates power to be restored by Friday evening. They have been working all day at the substation and along the utility poles on Sand Dock Road.

4. **Agency Financial Report** – The payables were presented in the amount of \$910,061.01. S. Tinkelman asked about the Central Hudson charges of \$9,500.73. L. Carille replied that it is the monthly fee in the contract with Central Hudson for the interconnection service to the dock substation. That standard fee has increased over the years and it is a pass-thru cost with the Operator. He further asked about the auditor's expense of \$19,325 over budget. L. Carille replied that when devising the annual budget the total amount estimated for the year is divided by the 12 months. We recently paid the complete financial statement audit bill in full (\$37,700) so it is a matter of timing which will balance out at year end. We currently are not over budget. If you look at the Jan-May 2022 column on the profit and loss analysis, total amount spent for the auditors is \$44,950. There were no further questions regarding the Financials. A motion to

approve the payables for \$910,061.01 was made by D. Michael, seconded by J. Senft and unanimously approved.

There is no net service fee this month. The current year-to-date balance is \$47,000 in the black.

5. Committee Reports

The 2021 annual audit was completed by RBT CPA's. LLC. Their suggestion was for the Agency to adopt a formal Disaster Recovery Plan to ensure minimal loss of data in the event of a major disaster in the computer systems. Currently all data is backed up every evening; The Agency is in contact with Valtec Industries, the company that monitors the Agency's computer system, for further discussion and assistance for devising such a plan.

Resolution No. 873 Financial Statement Acceptance

The 2021 financial statements of the Agency as prepared by RBT CPAs, LLC, and its further consideration of a representation letter requested by RBT CPAs, LLC. was presented, discussed and accepted by the Agency Board.

A motion to approve Resolution No. 873 Financial Statement Acceptance was made by D. Petrovits, seconded by D. Michael and unanimously carried.

Resolution No. 874 Appointment of Lindsay Carille as Part-Time Executive Director for the Dutchess County Resource Recovery Agency

The Agency determined that it is prudent for the Agency to rehire the former part-time Executive Director and considered the reappointment of Lindsay Carille. The Agency found Lindsay Carille to be qualified to fill the position of Executive Director on a part-time basis until June 30, 2022 with all of the authority conferred upon the Executive Director pursuant to the Agency's by-laws.

A motion to approve Resolution No. 874 Appointment of Lindsay Carille as Part-Time Executive Director for the Dutchess County Resource Recovery Agency was presented by D. Michael, seconded by J. Senft and unanimously carried.

Resolution No. 875 Appointment of Kerry Russell as Part-Time Executive Director for the Dutchess County Resource Recovery Agency

The Agency determined that it is prudent for the Agency to retain a part-time Executive Director starting July 1, 2022 and the Agency has considered the appointment of Kerry

Russell, the Dutchess County Deputy Commissioner of the division of Solid Waste Management in the Department of Planning and Development, to fill the part-time position of Executive Director while maintaining her employment with the County of Dutchess Department of Planning and Development.

A motion to approve Resolution No. 875 Appointment of Kerry Russell as Part-Time Executive Director for the Dutchess County Resource Recovery Agency with all of the authority conferred upon the Executive Director pursuant to the Agency's by-laws was presented by D. Michael, seconded by J. Senft, and unanimously carried.

6. **Other Business** — - The Board recognized and thanked L. Carille for all her hard work and appreciated her interaction with the Board answering their many questions to a complex operation. They wished her a happy retirement.

K. Russell introduced herself to the Board and spoke of her background.

7. There were no violations reported from NYSDEC.

8. **Public Comment** — W. O'Neil also remarked on L. Carille's exceptional work at the Agency and how the County has not had to pay a net service fee to the Agency. He hopes to see that continue.

With no further business to discuss, at 5:20 pm a motion to adjourn the meeting was made by D. Michael, seconded by J. Senft and unanimously carried.