

# DUTCHESS COUNTY RESOURCE RECOVERY AGENCY

## NOVEMBER 17<sup>TH</sup>, 2011 – MEETING MINUTES

A meeting of the Dutchess County Resource Recovery Agency convened at 5:00 p.m. at the offices of the Agency located at 96 Sand Dock Road, Poughkeepsie, New York. Those present included E. Mills, Chairman; R. Mosca, Vice-Chairman, D. Nestler, Treasurer; J. Small, Secretary; Board Members; T. E. LeGrand, R. Stephen Lynch, and E. Kinkade; Agency Staff, W. J. Calogero, D. Walsh, and C. Tamney; Agency Counsel, J. Nelson; D. Leibnitz, HDR; and M. Cavaliere, Covanta Hudson Valley Renewable Energy LLC.

- 1. Regular Session** – Chairman E. Mills called the meeting to order at 5:10 pm.
- 2. Minutes** – Chairman E. Mills presented the minutes of the October 20, 2011 board meeting. A motion to approve the October 20, 2011 board meeting minutes was made by T. E. LeGrand, seconded by D. Nestler and unanimously approved.
- 3. Operating Report** – D. Walsh reported that the budget for the month of October was set at 10,861 tons and the Facility received 12,375 tons, which has exceeded the monthly budget amount by 1,500 tons. The year-to-date tonnage is running 14,000 tons over budget.

The MRF received 396 tons of recyclables for the month of October and the revenue generated from single stream recycling was \$5,184.75 with some additional revenue market sharing sales figures to follow.

The last Household Hazardous Waste Day for the year was held on November 5, 2011 at the Agency and had 165 people registered with 135 attendees. Medications collected that day totaled 78 pounds. So far this year the Resource Recovery Facility disposed a total of 3,752 pounds of medications.

Chairman E. Mills thanked the staff for their assistance this past year in the Household Hazardous Waste and Prescription Medication Collection days. It is a great community service the Agency does for Dutchess County.

- 4. Engineer Report** – D. Leibnitz informed the Board that since the date of the last board meeting until today, the availabilities of Unit Nos. 1 and 2 were 94.6% and 95.9%, respectively. Both units completed their scheduled outages in September and operations since then have been very good. Short duration outages were caused by boiler washes, two small tube leaks and a traveling grate jam. Turbine-Generator availability was 98.5%. There were five short duration turbine trips since the last board meeting. Two of these were utility created trips caused by the snow event of October 29<sup>th</sup> and 30<sup>th</sup>. The remaining three were caused by turbine control malfunctions.

During a brief control room inspection at noon, the Facility was running at near full capacity. Unit Nos. 1 and 2 were producing 112,000 pph of steam and generating approximately 9.2 MW of power. The pit presently contains approximately 2500 tons of MSW.

The updated Performance summary sheet was presented. In October, the operations improved substantially since the quality of the waste has returned to normal. Utilization based on an established waste HHV of 4500 BTU/lb was 99.8% while the Facility average availability in October was 95.6%. Estimated efficiency for the month of October averaged 329 kWh/ton and the throughput averaged 442 tons per day.

HDR, the Agency, and Covanta have started a program of weekly meetings for the purpose of resolving the annual reconciliation documents of 2008, 2009, and 2010. All discussions to date have been of a technical nature.

HDR has been working with Covanta and the NYSDEC to resolve a discrepancy in the semi-annual Title V Compliance Certification Report. HDR is also working with Covanta to complete the third quarter Part 360 Permit Compliance Certification Report.

D. Leibnitz is still looking into the drainage issue of the pit that was discussed at the last board meeting.

5. **Agency Financial Report** – C. Tamney presented the payables in the amount of \$1,185,919.38. Chairman E. Mills asked the Board to consider an additional bill that was not included in the payables summary list. It was a bill from Roemer, Wallens counsel service for \$8,666.32. This additional bill will exceed their contract price of \$10,000.00 by a little less than \$5,500.00. A motion was made by T. E. LeGrand, seconded by D. Nestler and unanimously approved to authorize the Roemer Wallens contract to the higher limit of 15,500.00. T. E. LeGrand inquired about Item #2214, Escalation fees on the Wire Transfers to Covanta. C. Tamney replied that the Agency pays a certain amount per ton to Covanta for processing the waste and that price is escalated according to the consumer price indexes over the years. It changes every month. A motion as made by T. E. LeGrand, seconded by R. Mosca and unanimously approved to pay the bills in the amended amount of \$1,194,585.70.

Chairman E. Mills inquired about a few customers that are sixty days overdue on the Accounts Receivable Aging Report, although it did not represent a large portion of the receivables, it still represented money that is owed to the Agency. D. Walsh replied that those customers are contacted by telephone when their balance is forty-five days past due and informed that they cannot come into the Facility until that balance is paid. The City of Poughkeepsie routinely seems to run behind this time of year, because of their internal cash flow issue, but have been contacted and reminded of their account balance. Discussion ensued. Chairman E. Mills requested that those past due companies be notified again to demonstrate to the taxpayers and Dutchess County that an aggressive effort is being made to try to collect on those aging receivables before the end of the year.

## 6. **Committee Reports**

### **Governance Committee**

E. Kinkade reported that the Committee will review the procedure for calibration of the RRF and MRF scales and have a policy drafted by the next board meeting.

## **Personnel Committee**

T. E. LeGrand reported that there are two resolutions being compiled for a computer-use policy, which will be mirrored from the Water and Wastewater Authority, and an overtime policy that should be ready by the next board meeting. Chairman E. Mills asked to prepare a draft version of these policies before the meeting so both may be formally adopted at December's board meeting.

7. **Other Business** - A Resolution was presented for an agreement between the Agency and the Facility Operator, Covanta, for the delivering and processing of supplemental waste for the calendar year 2012. A motion to approve Resolution No. 719 was made by T. E. LeGrand, seconded by D. Nestler and unanimously approved.

Chairman E. Mills spoke about an outline that was passed out to all board members at the last board meeting regarding an RFP for the hiring of a future consultant to complete a Local Solid Waste Management Plan. R. Stephen Lynch replied that he would like to recuse himself from any further discussion on this issue because his plan is if the Agency issues an RFP for a consultant to do a Local Solid Waste Management Plan, he would resign from the Agency Board so that his firm could respond to that RFP and be a candidate for that work. Chairman E. Mills advised R. Stephen Lynch to check the Agency's Ethics Policy with respect to the time period in which a former board member would be able to propose on contracts. R. Stephen Lynch responded that he believes there is a history with past board members providing services as a policy and also practice and they have not historically been the same. T. E. LeGrand said that he could not recall any former Board member ever providing consulting services to the Agency during his tenure on the Board.

At 5:35 pm R. Stephen Lynch temporarily excused himself from the meeting.

Chairman E. Mills requested board members to address any further comments on the draft outline for an RFP for a Consultant to complete a Local Solid Waste Management Plan to W. Calogero. Chairman E. Mills also requested to have this draft ready by December's board meeting.

At 5:45 pm R. Stephen Lynch returned back to the meeting.

W. Calogero presented a cash flow analysis worksheet as requested by the Finance Committee which covers the calendar year 2010 to September 2011. The Finance Committee will review this worksheet and let the Board know if they have any recommendations.

8. **Public Comment** – There was no public comment.
9. **Executive Session** – At 5:50 pm, a motion was made by E. Kinkade, seconded by D. Nestler and unanimously approved to move into Executive Session for a contractual discussion relating to the retention of a particular person, firm, or corporation.

E. Kinkade excused himself from the meeting at 6:12 pm.

At 6:15 pm a motion to resume back into public session was made by T. E. LeGrand, seconded by D. Nestler and unanimously approved.

With no further business to discuss the meeting was adjourned at 6:27 pm.

Respectfully submitted,

William J. Calogero  
Executive Director