

Thursday, June, 23 2005  
5:00PM  
Legislative Chambers

<u>Present</u>	<u>Absent</u>	<u>Also Attending</u>
C. St Lawrence B. Berliner S. Mathews E. Devine T. Dusanenko A.D. Jobson A. Gromack T. Kleiner H. Marshall P. Moroney H. Phillips P. Soskin F. Wassmer H. Cornell M. Grant	D. Jobson I. Schoenberger	A. Roppolo T. Pytlar H. Benedo B. Gauntlett

<b>Agenda Item 1</b>	Call to Order
<b>Agenda Item 2</b>	Roll Call by Clerk
<b>Agenda Item 3</b>	Adoption of Minutes: <b>Meeting of May 26, 2005</b>
<b>St Lawrence</b>	We will now adopt the minutes of the last meeting.
<b>Phillips</b>	Moved.
<b>Marshall</b>	Second.
<b>Mathews</b>	I would like the minutes to be amended to show that I was at the meetings of April 28 and May 26.
<b>St Lawrence</b>	Do you accept those amendments?
<b>Phillips</b>	Yes.

- St Lawrence** All in favor.  
Carried unanimously.
- St Lawrence** Before we go on to the Executive Director's report I want to recognize Chairwoman Harriet Cornell.
- Cornell** I want to urge my fellow members to visit our excellent educational center. I recently took my grandson -- and Kerri, our educator, took us through. Bridget's daughter was there as well. It's a wonderful educational site. Many schools take classes there. Many years ago when I first served on the Solid Waste Management Authority Board, it was this group that visited museums and Education centers in Connecticut and other places and modeled ours on others. It's a wonderful place and very educational. I thank you Kerri for taking us through there.
- St Lawrence** Next item is the Executive Director's report, and in the report, Drew, can you cover #13 on the agenda -- which is actually a public meeting, not a public hearing -- and speak about our Phase II Storm Water Management Plan?
- Lehman** Thank you, Mr. Chairman. In your packet you will find a copy of the Phase Two Storm Water Management Plan for the Authority's facilities. As outlined in that storm water management plan, we arranged to have our independent engineer, Cosulich Associates, walk down the entire storm water system together with Authority staff. We also pulled together all of the file material into a single storm water repository, as required. We then held a training program for applicable Authority employees, including the Transfer Station supervisor, as well as representatives from the operators of the Cocomposting facility, the MRF and the HHW facility. This discussion with the Board satisfies the public education and outreach requirement of the plan. Are there any questions? Thank you.
- St Lawrence** Next item is the report from Cosulich.
- Pytlar** [Ted Pytlar reviewed the list of activities presented in the Board packet. There were no questions from the Board].
- St Lawrence** Next item: If you will please go to your packet and find the section of Authority staffing information, which shows vacant positions and a flow chart of the Authority staff -- the next few items will pertain to that. First, if you look at the Authority

Board itself, we have a vacancy on the Executive Board, for the position of Secretary, due to the resignation of John Dillon. We have a recommendation for Sean Mathews for that position. If I could get a motion for that?

**Berliner** Moved.

**Dusanenko** Second.

**St Lawrence** Carried unanimously.

**Introduced by: Berliner/Dusanenko Unan.**

June 23, 2005

**Resolution No. 27 of 2005  
APPOINTMENT OF SEAN MATTHEWS AS SECRETARY ON EXECUTIVE  
COMMITTEE FOR REMAINING TERM OF SUCH OFFICE**

**WHEREAS**, at the Authority's December 30, 2004 meeting, officers of the Authority were chosen by Resolution No. 56 of 2004 to serve in the year 2005, with John Dillon being named as Secretary; and

**WHEREAS**, Mr. Dillon's departure from the Authority Board has left a vacancy in the position of Secretary, thereby necessitating the designation of a new Secretary on the Executive Committee; and

**WHEREAS**, the Authority Board has determined that Sean Matthews should serve as Secretary for the remaining term of such office; now therefore be it

**RESOLVED**, that Sean Matthews shall serve as Secretary for the remaining term of such office.

**St Lawrence** Next item on the agenda is a special resolution establishing a position for a finance director, and authorizing the appointment of Anna Roppolo, who is here. We spoke about this last time and we had some questions. We'll be glad to answer any of those questions, but I'd like to comment that I think it would be in the best interest of the Authority to strengthen its finance department. It is the recommendation of the Executive Director, with which I concur, to have a Finance Director for the Authority because the Authority really is a pass through because every bit of tonnage is weighed, fees calculated, then bills go out. In that process there is an incredible amount of money that is generated as well as numerous reports, in addition to the grants money that we receive

and report on. We will no longer need Bennett Kielson for their quarterly reports, which saves about \$50,000 a year. I think it is something that will really strengthen the Authority and that we do need to have a Finance Director.

**Wassmer**

Moved.

**Berliner**

Second.

**Marshall**

While it appears that Ms. Roppolo is very qualified, I have increasing difficulty as to what I perceive to be spiraling employee costs the Authority is accumulating. I have difficulty adding positions and adding expenditures. I think we are abdicating our responsibilities to our constituencies by not putting some controls on this. We have this position and there are several other positions we will be discussing this evening. I for one would like to know if the positions being posed are replacement positions and what is the salary of the person being replaced?

**St Lawrence**

That's why we sent you the staffing information. Actually our personnel costs have not been spiraling and going up. Quite the contrary, as a matter of fact, because the Authority took over operation of the Transfer Station, (where the Authority used to hire outside help from Mr. Miele,) and we saved the Authority over \$700,000 in costs just by operating that facility ourselves. All these positions were budgeted for and sometimes people leave and you have to replace them. It does not mean these are new positions.

**Kleiner**

On the sheet this is the only one that is a new position.

**St Lawrence**

Correct. All the others are already budgeted for. Any other questions?

**Grant**

As far as the \$105,000 salary, that was not budgeted this year. It has got to come from somewhere. Where is that coming from?

**St Lawrence**

We have salary savings this year from other vacant positions and we also have a savings from the 409 line (which is the financial consultant line) of about \$50,000 -- which is half of the salary for that position. We have additional savings from the Transfer Station operations, as explained, so there will be no increase in the budget.

**Grant**

So there will be a subsequent motion to discontinue the consulting services?

**St Lawrence** Yes, we can do that at the same time. Do you want to add that in?

**Grant** Yes.

**St Lawrence** We can have a motion moved by Mr. Wassmer. Would you accept Mr. Grant's motion, that by the appointment of a Finance Director, we would terminate our quarterly program with Bennett Kielson, which costs the Authority about \$50,000?

**Grant** Absolutely, and certainly that's no reflection of the work of Bennett Kielson.

**St Lawrence** You can tell them that personally.

**Phillips** I know you are not in an enviable position because we have to have the work done and it has to be done by a competent person. Clearly the qualifications of Anna are extensive to say the least. I just think an ongoing review needs to be done in the Authority. Come next year we should go back and evaluate and see if every position is necessary. I have your assurance that you will go back and do that as you have been all along. With that in mind, I think we should move on. I'm glad we've amended it, and it's good we put in the resolution to discontinue the quarterly reports by Bennett Kielson. Let's revisit this next year to see where else we could save taxpayers money.

**Soskin** Will Anna have her own contract? Usually in a town the director of finance serves at the pleasure of the Town.

**St Lawrence** She will serve at the pleasure of the Authority.

**Phillips** Of the Chairman?

**St Lawrence** No of the entire Authority.

**Cornell** I remember how highly people have spoken of Anna at the last meeting so I know she is very qualified. Will she be working exclusively for the Authority or will she be doing outside consulting?

**St Lawrence** She will be working for the Authority exclusively.

**St Lawrence** All those in favor?  
Motion carried, 1 opposed.

**Introduced by: Wassmer/Berliner Nay: Marshall**

June 23, 2005

**Resolution No. 28 of 2005**

**ESTABLISHING THE POSITION OF FINANCE DIRECTOR IN ACCORDANCE WITH THE PROCEDURES OF THE ROCKLAND COUNTY DEPARTMENT OF PERSONNEL AND APPOINTMENT OF FINANCE DIRECTOR**

**WHEREAS**, the Authority had a year of major operational change in 2004 due to, inter alia, the replacement of all of the Authority's on-site contractors at the Materials Recovery Facility, Transfer Station and Cocomposting Facility; the Authority's assumption of operation of the Transfer Station; and a change to a credit card system of payment at the scale house. These changes have resulted in a dramatic increase in the complexity of the work being performed by the Authority's financial/accounting staff, as well as in the volume of work; and

**WHEREAS**, the Authority has determined that the accounting staff requires oversight by an accountant with particular expertise in the area of municipal accounting and finances; and

**WHEREAS**, the Authority has determined that, similar to other public authorities in New York State, the position of Finance Director must be established; and

**WHEREAS**, the position must comply with the Classification and description of services to be rendered in conformity with the procedures established by the Rockland County Department of Personnel; and

**WHEREAS**, the job title and description is set forth in the Job Classification Questionnaire (PO 27) and job description attached hereto; and

**WHEREAS**, Anna Roppolo is hereby selected for the position of Finance Director to serve in such capacity at the pleasure of the Authority, or until a successor is selected and qualified to act in such capacity; and

**WHEREAS**, the appointment of Anna Roppolo as Finance Director shall obviate the need for quarterly audits to be performed by Bennett Kielson; now therefore be it

**RESOLVED**, that the position of Finance Director be and it is hereby established, upon classification by the Rockland County Department of Personnel; and be it further

**RESOLVED**, that Anna Roppolo is hereby selected for the position of Finance Director to serve in such capacity at the pleasure of the Authority, subject to approval of her application by the Rockland County Personnel Department, effective immediately upon such approval, and be it further

**RESOLVED**, that the compensation for such services for the year 2005 shall be the sum of \$105,000.00 annually; and be it further

**RESOLVED**, that the Finance Director shall perform 40 hours of services per week: and be it further

**RESOLVED**, that the Executive Director is authorized and directed to sign any and all documents and to do and cause to be done any and all acts necessary or proper to effectuate the purposes of this resolution, and to provide a compensation package comparable to that offered to other similarly employed Authority employees; and be it further

**RESOLVED**, that the appointment of a Finance Director obviates the need for further quarterly audits to be conducted by Bennett Kielson and such audits shall therefore not be performed for the last two quarters in 2005.

**St Lawrence** Next item is a legal secretary. We passed this a few months ago and we were looking for applicants. Ms. Cornell asked if the person we were looking for would need benefits. The person we have has said that her husband has insurance for her and her family. We have her resume here, it was given out this evening -- and she did meet Bridget as well.

**Cornell** Thank you for following up on that. I think this is something that should keep everybody satisfied and keep in mind the importance of employee benefits for our employees even the ones that are part time.

**Maroney** Moved.

**Berliner** Seconded.

**St Lawrence** Motion carried, 2 opposed.

**Resolution No. 29 of 2005**

**APPOINTMENT OF A LEGAL STENOGRAPHER TO ROCKLAND COUNTY  
SOLID WASTE MANAGEMENT AUTHORITY**

**WHEREAS**, Debra Samuels is hereby selected for the position of Legal Stenographer to serve in such capacity at the pleasure of the Authority, or until a successor is selected and qualified to act in such capacity; now therefore be it

**RESOLVED**, that Debra Samuels is hereby selected for the part-time position of Legal Stenographer to serve in such capacity at the pleasure of the Authority, subject to approval of his or her application by the Rockland County Personnel Department, effective immediately upon such approval, and be it further

**RESOLVED**, that the compensation for such services for the year 2005 shall be the sum of \$25,000.00 annually; and be it further

**RESOLVED**, that the Legal Stenographer shall perform 20 hours of services per week, and be it further

**RESOLVED**, that the Executive Director is hereby authorized and directed to provide a compensation package comparable to that offered to other similarly employed Authority employees and to take all such steps necessary to implement same.

**St Lawrence**                      Next item is for a laborer. This is to replace a staff person who has left the Authority. This is a laborer position at the Transfer Station. The duties entail keeping the garbage inside the building, directing vehicles, etc. It is a budgeted position of \$30,000. The person we have in mind is Joselene Rene. She does have a CDL license, which is a benefit as well.

**Wassmer**                        Moved

**Dusenako**                        Second

**Marshall**                        This is a replacement position. What is the salary of the person Ms. Rene will be replacing?

**St Lawrence**                      It was \$39,000 and this is \$30,000.

**Introduced by: Wassmer/Dusanenko Unan.**

**June 23, 2005**

**Resolution No. 30 of 2005  
APPOINTMENT OF A LABORER TO THE ROCKLAND COUNTY SOLID  
WASTE MANAGEMENT AUTHORITY**

**WHEREAS**, Joselene Rene is hereby selected for the position of Laborer to serve in such capacity at the pleasure of the Authority, or until a successor is selected and qualified to act in such capacity; now therefore be it

**RESOLVED**, Joselene Rene is hereby selected for the position of Laborer to serve in such capacity at the pleasure of the Authority, subject to approval of his application by the Rockland County Personnel Department, effective immediately upon such approval, and be it further

**RESOLVED**, that the compensation for such services for the year 2005 shall be the sum of \$30,000.00 annually; and be it further

**RESOLVED**, that the Laborer shall perform 40 hours of services per week, and be it further

**RESOLVED**, that the Executive Director is hereby authorized and directed to provide a compensation package comparable to that offered to other similarly employed Authority employees and to take all such steps necessary to implement same.

**St Lawrence** Next item is preparation of an RFP for an operator for the Household Hazardous Waste Facility. This discussion is just for informational purposes. Right now we have Clean Harbors. We want to look so we see what other companies provide these services. Drew, so you want to give us some information?

**Lehman** Since coming on board, one number struck me as out of line. While there has been a lot of growth and positive developments at the Household Hazardous Waste facility and Clean Harbors is a reputable vendor, there are also a number of reputable vendors that provide service to authorities in the down state area. As I indicated earlier, I know that the electronic waste alone can be disposed of at a better price than the 3% decrease they offered if we were to continue the contract with Clean Harbors. Also, there hasn't been a procurement in nearly 10 years, it's just time to find out who else is out there, and at what cost. We need to take a hard look at it. We really need a financial, environmental, and

logistical review done as part of this procurement to make sure that we are getting the best price possible because we don't want to be burdened by our own success and we just need to take a look at it.

**Jobson Sr.** When does the contract end?

**Lehman** The contract ends at the end of this calendar year. We need to go through the procurement process and we need to come back and make a selection by the end of this year.

**Jobson Sr.** So you're going to put out an RFP?

**Lehman** Yes, sir.

**St Lawrence** The next item is a bid to procure a pit scale for the Transfer Station. The pit scale would be located at the transfer station itself, where we transfer MSW to the Santaro trucks that take the garbage from Rockland County to the landfill 300 miles away. The pit scale would give us the ability for the operators of our front end loader and our grappling hook to fill up the Santarro trucks onsite at the Transfer Station – in place, on the pit scale. Presently the trucks are filled up, without the benefit of an on site scale; then they go from the Transfer station to the weighing station at the scale house. If the weight is too much, they have to drive back up to the Transfer Station, back in, and take it out to be weighed again. Conversely if the filled weight is too little, then we are paying too much because if it's 27 tons we are still paying for 28 tons. We could increase accuracy while decreasing both costs and truck traffic.

**Phillips** We haven't had a scale there Mr. Chairman?

**St Lawrence** No.

**Phillips** This is a brand new scale.

**Lehman** Correct. We want to install it in the pit itself and put up a target or big numbers. Because what happens is it's a 45-minute process to rework over or underweight vehicles. By the time they drive the vehicle out, go down and weigh it, if you're over or under you have to come back up, put more in or take more out. You're fussing around, and there's a lot more traffic. Under our current procedure, the costs add up : It's gas, it's time and it's overtime; and it's stress on the staff. The pit scale would be a cost effective option.

**Phillips** This is not going to create the need for another employee. This is a scale that our current employees are going to use. Are our employees in these vehicles or are they private employees in these vehicles?

**Lehman** It will reduce the amount of time our current employees are working.

**Phillips** Can you repeat the process?

**Lehman** [Restated the process of loading the Santaro trucks at the Transfer Station, weighing the load at the Scale House, reloading or off-loading back at the Transfer Station and re-weighing, etc.]

**Wassmer** Motion to secure a bid.

**Dusanenko** Second.

**St Lawrence** Carried unanimously.

**St Lawrence** Next is the information for the front-end loader for the Cocomposting Facility.

[A discussion of the options for repair and/or replacement of the front end loader at the Cocomposting facility ensued].

**St Lawrence** Do we have money from the EFC bond that we can use for that?

**Lehman** One item we're talking about with EFC is freeing up some \$619,000 from a prior bonding issue. We are working with Mr. West to get that money reprogrammed or to use it for a debt service payment.

**St Lawrence** That's money that we had secured to procure a tub grinder. Now that we don't need that we could have the money reprogrammed for the loader. So really it's money we have in place and it's not a new added item.

**Lehman** Right, it's not a new added item. There are additional bond monies needed down the road for a wood drying building among other capital investments. But there is an additional million dollars in the Synagro's settlement that's available. So we have capital monies available for some capital projects.

**Phillips** Mr. Chairman, when we went out on the bond was it specific for certain equipment? Do we have to amend the bond? Or is this bond a general bond issue for equipment?

**St Lawrence** I believe it's a general bond issue for equipment but Tino is our bond counsel, He can tell us specifically.

**West** It was a bond that was issued for construction of the Cocomposting Facility as well as for installation of equipment in the facility. We checked with the EFC: This equipment is capital in nature so it can be used as long as it's not an operating cost.

**Philips** Is it on state contract?

**Lehman** My understanding from We Care is that this is a specialized piece of equipment. Whenever possible, we get identical equipment so that we have system redundancy. To my knowledge, this loader is not on state contract but I have not personally checked on that. But that's my understanding. We want to specify the proper equipment and look at the various options we have and get the same equipment from place to place wherever possible.

**Wassmer** Suppose there is a newer piece of equipment that can do the job at a lower cost?

**Lehman** When I say redundancy, I don't mean redundancy in that one facility. Our Transfer Station also operates heavy equipment identical to what we have at the Cocomposting facility. It makes sense when we do procurements to get the same thing at the Transfer Station that we get at the Cocomposting facility.

**St Lawrence** Let me just clarify one other thing because I remember when we spoke to We Care, the equipment that we have is in bad shape. They had to build a ramp because the bucket didn't reach up into the hopper. They want to specify one that it could go in without having to drive up a ramp.

**Lehman** Typical transfer vehicles are 13 ft 8 in high. We have to have a high reach option. That's why I say it's a specific piece of equipment and I'm cannot comment on if that feature is available on state contract.

**Dusanenko** Normally I would agree with Drew that standardization is good. You can take parts, supply one piece of equipment with another one but at the same time one of the mayors behind me said there may be equipment that is superior out there.....

*A discussion ensued over the merits of replacing the front-end loader rather than repairing the one that the Authority currently uses.*

- Wassmer** Are we going to go out to bid on a new piece of equipment?
- St Lawrence** I think we are going to wait, until we know if we have the EFC money in place. So why don't we wait until the next meeting and see what we have reported on this piece of equipment?
- St Lawrence** Next item, is preparation for bids for hauling and disposal from Waste Water Treatment Facilities. Let me say this: Presently we have an agreement with Orange County. If we pick up their sludge, we charge them \$60 a ton. If they do the trucking we charge them \$50 a ton. So I met with Orange County and proposed ( factoring in cost of living and various other costs) that we would like them to pay \$54.50 a ton -- and they do all of the hauling of the material. They are presently revamping their plant and they have six new bays and they will be able to store this sludge and then bring it down in a timely fashion. They will pay for that.
- Phillips** I'll make that motion.
- Wassmer** Second.
- Dusanenko** It's \$50 if they bring it, and \$60 if we pick it up?
- St Lawrence** And now we want to change it that they do all the entire pick up and we raise the prices.
- Dusanenko** It's an increase?
- St Lawrence** It's an increase in cost to them and they do all the transportation.
- Dusanenko** You're doing good with them.
- St Lawrence** Thank you.  
Moved by Mr. Phillips, second by Mr. Wassamer  
Carried unanimously.
- St Lawrence** May I have a motion for adjournment?
- Maroney** Moved.

**Marshall**

Seconded.

**St Lawrence**

Carried unanimously.  
Thank you.