

**Rockland County Solid Waste Management Authority
Minutes
December 16, 2005**

<u>Members Present</u>	<u>Members Absent</u>	<u>Others Present</u>
St. Lawrence	Corallo	Benado
Berliner	Devine	Burnet
Gromack	Dusanenko	O'Donnell
Jobson, Sr.	Jobson, Jr.	Scales
Kleiner	Phillips	Lehman
Marshall	Schoenberger	T. West
Moroney		Renata Benedini
Soskin		K. Braunfotel
Yarmus		Stanley Simon
Zebrowski		Bridget Gauntlett
Wassmer		

1. **Agenda Item -- Call to Order**
The Chairman called the meeting to order at 5:15 PM
2. **Agenda Item -- Roll Call by Clerk**
3. **Agenda Item -- Adoption of Minutes – November 18, 2004**

Resolution: Adoption of Minutes: Zebrowski/Berliner/Unanimous.

4. **Agenda Item – Reports:**
 - a) *William F. Cosulich Associates – Ted Pytlar*
 - b) *Executive Director – Christopher P. St. Lawrence, Acting Executive Director*

a) Acting Executive Director -- Christopher St. Lawrence

I would like to save my comments until Agenda Item number 5 because I think the most important item we have on the agenda will be the appointment of a new Executive Director and I want to go into detail on the search committee process. Ted, I will yield to you: Ted Pytlar of William F. Cosulich Associates.

b) William F. Cosulich Associates – Ted Pytlar

Good evening. During the month of December, regarding the Materials Recovery Facility, we assisted the Authority with obtaining final cost estimates for repairs to be reimbursed by Waste Management and assisted the Authority with Rockland County Sewer District #1 to discuss the use of processed glass

from the MRF as backfill in the sewers. We made progress in design for the container system and initiated design on the bunker for storing the processed glass and on moving the office trailer.

As for the Cocomposting Facility, we reviewed and are preparing responses to comments on the draft RFP for long-term operations contractor. We assisted the Authority in discussions with Synagro regarding potential for their staying on for an interim period. Following that meeting, we prepared another RFP for the short-term operations contractor to cover operations between February 1st to July 1st. We conducted the pre-proposal meeting for that RFP and today received notice that three firms who attended that meeting will provide proposals for the short term operations.

With regard to the Transfer Station, we conducted training on regulatory/client issues, and initiated design on a trailer tarping station so that truck drivers will have a safer place to put their tarps on.

With regard to the WasteWise Program, we continued to assist the Authority at the regular WasteWise meetings and worked with some of the WasteWise participants in their recycling program. That concludes our presentation, our regular report for the month.

What I'd like to do now is offer this commemorative poster on behalf of our firm to the Authority to commemorate the development of the Cocomposting Facility, the Material Recovery Facility and the Transfer Station conducted by the Authority as well as the awards that those facilities have received – in honor of the Authority's Tenth Anniversary, which is this year. I'd like to express our firm's gratitude for having had the opportunity to work with you for so long. We look forward to continuing to do so in the future. This commemorative poster is given also in honor of the great leadership and judgment shown by the Authority and staff.

St. Lawrence – Thank you Ted. We appreciate that.

5. Agenda Item – Recommendation of Search Committee for new Executive Director

St. Lawrence -- The next item on the agenda is the recommendation of the Search Committee for a new Executive Director. I want to just quickly go over the process. We advertised in the *Rockland Journal News*, *The New York Times*, and *Waste Age*, which is a magazine read throughout this industry. We received 26 resumes. The Committee then took the 26 resumes and we narrowed them down to twelve people that we considered further. After reviewing those twelve, we came up with four candidates that we wanted to call for interviews. Of those candidates one was from Orange County, one was from Rockland County, one was from Bergen and one was from Lynchburg, Virginia. We interviewed all of those candidates and the committee came up with the recommendation which is before us tonight, which is Drew Lehman. This was the final, unanimous decision of the Authority: to choose Drew Lehman as our candidate. So I now recommend to the Authority: Drew Lehman. Mr. Lehman has great knowledge of the Authority's facilities in that he has worked for William F. Cosulich for four years, and in that capacity, he has worked approximately 1,000 hours a year at the facility. So Mr. Lehman knows the intricacies of all our RFPS, operations, the

Cocomposting Facility, the Household Hazardous Waste events, the Material Recovery Facility, and the Transfer Station. And he has the background – starting off with the US EPA. Drew has a real passion for this industry. In our budget that we passed last month we allocated between \$100,000 and \$110,000 for this position, and we have come upon the terms of \$108,000 with four weeks vacation and the Executive Director will serve at the pleasure of this Board. Mr. Zebrowski?

Zebrowski – I'd like to recognize the work that the Search Committee has done, and to recommend and make a motion to make that appointment at the sum that you said. Also with regard to my conversations with you, Mr. St. Lawrence, as Acting Director -- in concurrence -- I'd like to recommend, based on the work and the achievement that has come forth, an increase in salary for Attorney Bridget Gauntlett, and Deputy Attorney Keth Braunfotel, of \$4,000 and \$2,000 respectively.

Resolution – Increase in Salary for Attorney Gauntlett and Deputy Attorney Braunfotel **Zebrowski/Berliner/Unanimous.**

Introduced by: Zebrowski/Berliner

Unan.

December 16, 2004

**RESOLUTION NO. 55 OF 2004
SALARY ADJUSTMENT FOR GENERAL COUNSEL
AND DEPUTY COUNSEL OF THE AUTHORITY**

WHEREAS, the Rockland County Solid Waste Management Authority (the "Authority") is a public benefit corporation, duly organized and existing under the Rockland County Solid Waste Management Authority Act (the "Act"), Title 13-M of the New York State Public Authorities Law and,

WHEREAS, the Authority wishes to recognize the work and the achievement of the Authority's General Counsel and Deputy Counsel with an increase in salary for Bridget Gauntlett, General Counsel, of \$4,000 and an increase in salary for Keith Braunfotel, Deputy Counsel, of \$2,000; now therefore be it

RESOLVED, that the salary of Bridget Gauntlett, General Counsel, shall be increased by \$4,000; and be it further

RESOLVED, that the salary of Keith Braunfotel, Deputy Counsel, shall be increased by \$2,000; and, be it further,

RESOLVED, that the salary adjustments of General Counsel and Deputy Counsel shall be effective January 1, 2005.

St. Lawrence – Congratulations. Drew, would you like to come up?

Drew Lehman – I'd like to express my appreciation to the Search Committee for their diligence and for setting aside the time in their schedules to meet with me and the other candidates. I appreciate the opportunity to serve the Authority and the citizens of Rockland County in the capacity of Executive Director. There will be a transition period, during which time I will be working my way out the door at Cosulich. I have spoken with Mr. St. Lawrence and Ms. Gauntlett about this transition period. As an Associate at the Firm there is a backlog of work that I am involved with. But please rest assured that I am resolving those issues now. Ted has been kind enough to pare my transition period down to three weeks and I propose a start date of January 10th to assume the duties of the Executive Director. On a personal note, this a great opportunity. I really appreciate it. Thank you for your vote of confidence.

This is what I have been preparing for, all my career. I started out in 1978 as a summer intern with the US Environmental Protection Agency, starting high grade office paper recycling programs. During that internship I trained over 10,000 Federal employees down in Manhattan and over in Newark. It was a great experience and it was a great success. And I've enjoyed the business ever since. I've spent fourteen years working in private industry to set up environmental compliance programs involving the nation's largest waste to energy company – I got their compliance program started. There were tremendous reductions—75% reductions in compliance exceedances. I enjoyed that tremendously. And it also gave me the opportunity to manage a staff of twenty-two people.

I was given another opportunity a few years ago to work for William F. Cosulich, a very good firm. Actually, my first supervisor at the EPA brought me back in to work with Cosulich and it's been a good run. In fact, the best project I was assigned to was the Rockland County Solid Waste Authority. I've learned a lot over the last few years. I've learned that this is a terrific organization. It's amazing what's been accomplished during your tenure. My hat is off to you. It is a wonderful facility you have here. You have a wonderful Household Hazardous Waste Program, Materials Recovery Facility, Recycling Pre-Processing Facility, Cocomposting Facility and Transfer Station; all are first class operations. It's my honor to be able to come in and to serve as Executive Director of the Authority.

And there are opportunities for all of us. One thing I've noticed is how much notice the City of Clifton, New Jersey, gets in the press. Now, I've got nothing negative to say about Clifton, but I believe that Rockland's progress should also be recognized in publications like *Waste Age Magazine*, *Waste News*, and *The New York Times*. The Authority has fine programs. The word needs to get out amongst the citizens of Rockland County and beyond. What an excellent group of people you've got working with you. What great programs you've got.

I believe there are also opportunities to expand the amount of materials that are coming in, to work on the economics, and I'm looking forward to that challenge. So I want to build on the Authority's good work. I want to serve the citizens of Rockland County and the municipalities; to maximize the assets: both capital and individual.

In closing, I'd be remiss if I didn't recognize the fact that the leadership provided by Mr. St. Lawrence was integral to my decision in taking the job. I really admire and respect the work that has been done under his leadership, and the decisions that have been made. I also want to acknowledge the work of Ms. Gauntlett who came on board, hit the ground running and has already provided me a lot of very excellent counsel. For that I am very appreciative. Thank you all very much.

6. Agenda Item – Resolution: Appointment of Executive Director – Zebrowski/Berliner/Unanimous.

Introduced by: Zebrowski/Berliner

Unan.

December 16, 2004

**RESOLUTION NO. 53 OF 2004
APPOINTMENT OF ANDREW T. LEHMAN AS
EXECUTIVE DIRECTOR**

WHEREAS, the Rockland County Solid Waste Management Authority (the "Authority") is a public benefit corporation, duly organized and existing under the Rockland County Solid Waste Management Authority Act (the "Act"), Title 13-M of the New York State Public Authorities Law and,

WHEREAS, Ronald C. Delo, P.E. retired from the position of Executive Director of the Authority, effective September 20, 2004; and

WHEREAS, the Members on the Authority Search Committee have conducted a nationwide search for a new Executive Director to replace Mr. Delo; and

WHEREAS, the Search Committee received 26 resumes for the position, selected four candidates to be interviewed, and after conducting interviews of those candidates, selected Andrew T. Lehman as the candidate best qualified to serve as the first full-time Executive Director of the Authority; and

WHEREAS, the Members of the Authority have adopted the recommendation of the Search Committee; now therefore be it

RESOLVED, that Andrew T. Lehman is hereby appointed as Executive Director of the Authority 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 be it further

RESOLVED, that the compensation for the Executive Director's services for the year 2005 shall be the sum of \$108,000 annually, and, be it further,

RESOLVED, that the application still must be approved and comply with the job description required by the Rockland County Department of Personnel.

7. Agenda Item – *Appointment of Nominating Committee for 2005 Officers*

St. Lawrence -- The next item that we have on the agenda is the Appointment of the Nominating Committee for the 2005 Officers. That committee will be Patrick Moroney, Ilan Schoenberger, Howard Phillips, Bob Berliner, Doug Jobson, Jr; Alex Gromack and Phil Soskin.

8. Agenda Item – Resolution: Adoption of Handbook -- Gromack/Berliner/Unanimous

Introduced by: Gromack/Berliner

Unan.

December 16, 2004

**Resolution No. 54 of 2004
Adoption of Employee Handbook**

WHEREAS, the Rockland County Solid Waste Management Authority (the “Authority”), is a public benefit corporation, duly organized and existing under the New York State Public Authorities Law, Title 13-M; and

WHEREAS, the Authority has determined that the policies and procedures of the Authority shall be set forth in an Employee Handbook for the benefit of its employees; and

WHEREAS, the Employee Handbook has been reviewed by both the Personnel Director for the Town of Ramapo and the Rockland County Department of Personnel and the comments and suggestions resulting from those reviews were incorporated into the final draft of the Employee Handbook that was submitted to the Authority Board for its review and comment on October 28, 2004; and

WHEREAS, following the review and comment period, the Authority Board has approved the Employee Handbook without making additional revisions thereto; now therefore be it

RESOLVED, that the Employee Handbook is hereby adopted; and it is further

RESOLVED, that the provision of the Employee Handbook shall be effective January 1, 2005.

9. Agenda Item – *Setting the Rate of Municipal Recyclables Revenue Payments for 2005*

St. Lawrence – You may have seen the article in the newspaper setting the rates for municipal recyclables revenue payments. This agenda item is just for discussion. I do want to make the point that was not made in the paper which is something that Ted Pytlar referred to: the glass beneficiating machine that the Authority will be putting in. We believe that we will be able to take the green and brown glass that now costs us \$25/ton to landfill and use it for public works projects for all the Towns and also for the Sewer District expansion project in Western Ramapo. The glass items can be made into sand, or you can make the glass into three-eighths inch or quarter-inch pieces for use in reclamation projects. Hopefully, we will have enough beneficial uses and public works projects so that we won't have to be paying \$25/ton for landfilling. That will go into our ultimate decision of what rates we will set for the municipal recycling as we go forward.

10. Agenda Item – *Information: Issuance of Request for Proposals for Short-Term Operation of the Cocomposting Facility.*

St. Lawrence – The next item is for information. It is on the Issuance of Requests for Proposals for Short Term Operation of the Cocomposting Facility. Synagro's contract will be ending on February first. We wanted an extension. Our new long term RFP for a contractor is going to be starting in July. Right now we pay Synagro a base of \$71,890.00 a month. Synagro came in and said they wanted a 40% increase in their base, which would put that base over \$100,000. We're looking for someone else other than Synagro to come in. We have three proposals at this time for short term interim operation and we'll discuss that. We'll have to have a special executive meeting or a special meeting of this entire Board to review those proposals because time is of the essence here.

11. Agenda Item: *Information: Preparation of Bid for Garbage and Recyclables Collection for the Village of Airmont.*

St. Lawrence -- Also for information, we prepared a bid with regard to garbage and collection of recyclables for the Village of Airmont. They asked the Solid Waste Authority to go out for a bid for their Village, which we said we would do. We will not be able to get it on the County bill this year because it is not timely enough. We went out for the Village of New Hempstead, so the Village of New Hempstead garbage collection is being done through the Authority, and will be on the County bill. Any other business? Yes – Mr. Kleiner?

12. Agenda Item: *New Business*

Kleiner -- Under new business I want to take this opportunity to compliment Chairman St. Lawrence for stepping in as Interim Executive Director, in addition to his duties as Chairman. I think we all really appreciate that. Certainly as a Supervisor myself, I can imagine the task of doing both at the same time, so I personally really appreciate what you have done. Also, unless I'm wrong, I think Mr. Zebrowski is making his last appearance here as Treasurer tonight. So I think we also want to thank you, Ken, for all you have done.

Zebrowski – Thank you , Thom.

St. Lawrence – I thank you, too, Thom. And I also want to say thanks to Ken Zebrowski because he has taken his work on this Authority with great care and consideration -- to the point that on Thanksgiving night or on the Eve of -- it may have actually been Thanksgiving night -- we found out there was a public meeting in Orange County and we spoke and decided that we would go up. It was a meeting about Masada. At that time they were before this Authority as a possible contractor. We were in negotiation with them. Ken and I went up there, and found maybe five or six hundred people at the hearing, if not more – and we got our eyes opened and reported back to then Chairman, Herb Reisman, as to what we saw. We then had our Counsel, Teno West, ask more questions; and also, Mr. Pytlar from Cosulich. The more that we learned, the more we realized it wasn't the best deal for the Authority, and that has been proven out, now that Masada has fallen apart. In short, there are a lot of decisions to make in the Authority and you really need to do your homework. Ken, you have always done that and more. I will miss you on this Authority Board, because you have really done great service.

Zebrowski – Thank you for your very kind words and I want to thank Thom for his as well. It takes a strange kind of human being to leave their families and travel up in a car on a night like that, and I do remember us getting lost in the streets of Middletown as well! But I have enjoyed my service on this Authority -- I have *particularly* enjoyed my service here. I really take great pride in what some people might consider the mundane aspects of life like this Authority and the Sewer Commission. These are vital services that we provide to our residents. Along with my Legislative service I have taken a special pride in those aspects of service where you devote yourself to just trying to do the things that are necessary for people to live on a day-to-day basis. I've enjoyed my service with everybody here – it's a fine group of individuals who are all dedicated. Please accept my sincere thanks for the opportunity to have served with you. Thank you.

St. Lawrence – I just want to say one other thing: I'll never forget the fight over the liquidated damages. I'll never forget that when the previous Executive Director was going to allow the Solid Waste sewer lines to be used to help American National Power build their power plant, I said, "I'm not going to go that way." I remember you stood with me on that, and we were able to accomplish stopping that, and I will never forget it. Thank you.

Kleiner – I just want to take a moment to thank all the employees of the Authority. We all appreciate the extra work you have been doing, and everybody stepping up; so thank you.

St. Lawrence – One last piece of business: I just received a communiqué about 4 o'clock today from the County Executive, advising me that he is appointing Mr. John Dillon to be on the Authority as of January 1, 2005 in place of Dr. Yarmus.

I want to say this about Dr. Yarmus. Dr. Yarmus was on this Authority before it was even an Authority. He was on the forefront of the creation of this Authority. I want to recognize his leadership as a member of this Authority all the way through, serving on the Executive Committee for almost all those years, and his direction, his ability to look at situations to analyze them and bring his professional engineering skills into play; and his dedication to the people of Rockland County in creating what our new Executive Director described as one of the best solid waste management

Authorities in the whole State of New York, if not the whole Country. Dr. Yarmus, you have been there every step of the way; with direction, with leadership and more importantly for me – always with support. I know that every time I asked you for your consideration on votes you always stood with me, and I really appreciate that. This Authority is going to miss you, and it is with real regret that I have to say that this is your last meeting. Your service to the people of this County has been above and beyond, and I want to thank you personally. Thank you.

Motion to adjourn: Zebrowski/Soskin/Unanimous. The meeting was adjourned at 6:00 PM
Respectfully submitted by Janet Lee Burnet -- January 19, 2005