



**ROCKLAND COUNTY
SOLID WASTE MANAGEMENT AUTHORITY**

420 Torne Valley Road, P.O. Box 1217
Hillburn, NY 10931
tel 845 753-2200 fax 845-753-2281

Howard T. Phillips, Jr.
Chairman

Anna Roppolo
Executive Director



1. The Chairman called to order the Rockland County Solid Waste Management Authority Board meeting for Thursday, May 16, 2019 at 5:15 p.m.

2. Pledge of Allegiance led by Commissioner Moroney

3. Roll call by Clerk. There is a quorum.

Present

Chairman Phillips
Commissioner Grant
Commissioner Hoehmann
Commissioner Hofstein
Commissioner Jobson
Commissioner Kohut
Commissioner Lynn
Commissioner McGowan
Commissioner Monaghan
Commissioner Moroney
Commissioner Powers
Commissioner Soskin

Absent

Commissioner Day
Commissioner Paul
Commissioner Specht
Commissioner Wieder
Commissioner Yeger

Staff

Helene Benado, Keith Braunfotel, Janet Burnet, Jerry Damiani, Connie Francabandera, Eden Goldman, Jeremy Goldstein, Suzanne Haggerty, Dee Louis, Denis O'Donnell, Anna Roppolo, Debra Samuels, Kerri Scales, Jen Sheridan

Others

Brian Fleury, James O'Sullivan, Anthony Tortora, Teno West

www.rocklandrecycles.com



4. Introduced by: Kohut/Lynn

Unan.

May 16, 2019

**RESOLUTION No. 25 OF 2019
ADOPTION OF MINUTES, MEETING OF
MARCH 21, 2019**

RESOLVED, that the transcribed Minutes of the Rockland County Solid Waste Management Authority are approved for the meeting March 21, 2019 as recorded by the Clerk and are hereby adopted.

5. Executive Director's Report

Roppolo: RFP's were issued for the repairs needed at the Haverstraw and Clarkstown transfer station tip floors. Each year the Authority is required to have an engineer inspect the tips floors at each station and send a report to New York State DEC. The inspection reports indicated the repairs that are required at each facility. The repair at Haverstraw was completed this weekend and the bid proposal was \$21,480. The Clarkstown repair was not completed as the proposals received for the scope of work were deemed excessive. The engineers and Authority are reviewing the scope of work and discussing alternative products that may be used to decrease costs while maintaining operational flow.

Phillips: What percent of work have we done at the Haverstraw Transfer Station?

Roppolo: The floor is done, the repair is completed. There is an RFP out for paving in the fall.

Phillips: What work is being done at the Clarkstown Transfer Station?

Roppolo: Tip floor repairs also needed to be done. There was paving that began last fall that needs to be completed.

Phillips: Okay, thank you.

Roppolo: The Authority hosted a green team meeting inviting all municipalities. Kerri Scales coordinated and hosted the event. Kerri, would you please update the board.

Scales: Three to four times a year we call a meeting for municipal representatives to come talk about what the Solid Waste Authority is doing, what our programs and services are to keep them up to speed. At the last meeting we had a recycling market update to talk about what is happening in the market relative to recycling and general waste reduction. We spoke about the legislative updates for the plastic bag waste reduction act as well as the food donation and food scraps recycling act. We also provided a community outreach report where we talked about general programs like our sticker program and what the Conservation Corp. members will be doing over the summer and we had a safety discussion. We are having a meeting on June 5th to speak to the haulers to make sure the municipalities and haulers are on the same page. Especially if there needs to be a change such as with the issues, we are having with the plastic bags. We also provide an operations report as well as an update on our facilities. Attendance is crucial for this committee because of the massive amount of information we have. Even the people at the Towns and

Villages don't know what is going on at the Authority and so I would like to encourage everybody if you have someone that should be at these meetings, please let me know so I can reach out to them.

Phillips: Thank you. Anna do you have anything else to report?

Roppolo: No, thank you.

6. **Phillips:** MS-4 Annual Stormwater meeting.

Damiani: For your review and consideration, please find the Authority's annual stormwater report for the reporting period of March 10, 2018 to March 9, 2019. The Authority's solid waste management plan best management practices are in place to properly manage stormwater discharge from the Authority's facility to meet regulatory requirements of New York State DEC SPDES state pollutant discharge elimination system and the EPA's clean water act. If you are not aware, the Authority discharges storm water from the Hillburn facility into Torne Brooke, the Haverstraw Facility into the Cedar Pond Brook and Clarkstown Facility into a tributary of the Hackensack River. The state's SPDES requires the Authority to implement six minimum control measures as part of the Authority's stormwater management plan. They include MCM 1 Public Education and Outreach, MCM 2 Public Involvement/Participation, MCM 3 Illicit Discharge Detection and Elimination, MCM 4 Construction Site Stormwater Runoff Control, MCM 5 Post Construction Stormwater Management and finally MCM 6 Pollution Prevention and Good Housekeeping. Each minimum control measure is equally important however, the State is heavy-handed as we experienced at the 2013 audit of education and outreach. Strategies the Authority utilized to get the message out to the residents and businesses of Rockland County numbers exceeded last year's totals. The Authority does a great job at getting the message out to residents and businesses within Rockland County.

Phillips: Is the report is submitted on a timely manner?

Damiani: Yes, it is due June 1st.

Phillips: Very good. Are there any questions? Motion to accept the report.

McGowan: Moved

Powers: Seconded

7. **Phillips:** I'm going to ask our attorney to give us a brief outlook on the Anti-Harassment policy.

Braunfotel: The policy is an update to keep us in compliance with the change in New York State Law. One of the things we are required to do is education and training. There is a form attached if an employee has a problem they are to fill out the form. This is to keep us compliant, which has to be done by October.

Phillips: I hope we are in the process of having someone come in, have a seminar, and go over the policy with the employees.

Braunfotel: The hope is to have this done over the summer months.

Introduced by: Lynn/Grant

Unan.

May 16, 2019

**RESOLUTION No. 26 of 2019
ADOPT AMENDED ANTI HARASSMENT POLICY**

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

WHEREAS, the Authority has adopted policies and procedures for the benefit and safety of the Authority and its employees; and

WHEREAS, the Authority wishes to adopt rules governing instances of harassment of employees while in the course of their employment; now therefore be it

RESOLVED, that the Authority hereby adopts the attached policy entitled “Rockland County Solid Waste Management Authority Anti-Harassment Policy” effective immediately, and be it further

RESOLVED, that the Authority hereby directs that a copy of this Policy be given to all present and future Authority employees, and that it is included in the Authority’s Employee Handbook.

8. Introduced: Monaghan/Moroney

Unan.

May 16, 2019

**RESOLUTION NO. 27 OF 2019
RESCHEDULE OF JUNE 27, 2019 MEETING**

WHEREAS, the Chairman may elect to cancel or reschedule any single regular monthly meeting for lack of any business to be transacted or anticipated lack of a quorum, therefore be it

RESOLVED, that the regular monthly meeting, originally scheduled for June 27, 2019 shall be rescheduled for **June 26, 2019**.

9. Phillips: Award purchase and installation of security cameras at Authority Facilities. I am going to ask Anna talk about this since it is a considerable expense, but I think it is also a priority and a necessity that we need at the Authority.

Introduced by: Hofstein/Moroney

Unan.

May 16, 2019

Resolution No. 28 of 2019
AWARD PURCHASE AND INSTALLATION OF
SECURITY CAMERAS AT AUTHORITY FACILITIES

WHEREAS, on November 1, 2018 the Authority issued a Request for Proposal 2018-25 for the purchase and installation of security cameras; and

WHEREAS, Care Security Systems and Total Recall Corporation submitted a response to the Request for Proposal; and

WHEREAS, the Authority staff reviewed the proposals and determined that the response submitted by Care Security Systems conformed to the specifications in the Request for Proposal; now therefore be it

RESOLVED, that the Authority Board hereby awards the purchase and installation of security cameras at Authority locations, RFP 2018-25, in the amount of \$387,152.62 to Care Security Systems, and authorizes the Executive Director to execute an agreement for the performance of the work specified in the bid.

Funding Source: System Improvement Fund

Roppolo: The Authority took a look at all the facilities and at the end of 2018 we had \$31 million dollars of net capital assets. The best way to safeguard the assets with regard to the facilities is through security cameras. We had a RFP go out and we worked with our IT person, staff, operations and finance and we had two proposals that came in. We reviewed the proposals with the proposers and we looked at the functionality of each camera they were proposing. The IT person looked at the cameras to make a determination to which cameras they thought were best. The company that we selected is Care Security Systems. These cameras will be installed at all of our facilities. We hope that they will help us when we have concerns that happen at the facilities. For an example, we had an incident at the Haverstraw transfer and there was a question as to whose fault it was and cameras would have solved that problem. In order to keep the employees safe, haulers safe when they come in to our facilities and to have information when an incident happens.

Phillips: There was just an incident where a contractor had an excavator stolen and they had it on camera. I think this is an excellent idea.

Moroney: What about security at the Clarkstown Transfer Station?

Roppolo: Yes; we did have security at the Clarkstown Transfer Station because we have trailers get picked up with garbage and bring it to the landfill. We are going to install a gate that will open with an RFID reader so the trucks can come in and pick up a load and exit the facility.

Moroney: We will be eliminating the man-power up there; is that correct?

Roppolo: Yes.

10. **Introduced by: Soskin/Kohut**

Unan.

May 16, 2019

Resolution No. 29 of 2019

**TO PROVISIONALLY APPOINT A LABORER TO
THE ROCKLAND COUNTY SOLID WASTE MANAGEMENT AUTHORITY**

WHEREAS, the Authority has determined that it needs to fill the position of Laborer; and

WHEREAS, Chris R. Meredith has sought the position, and appears to be qualified; now therefore be it

RESOLVED, Chris R. Meredith is hereby selected provisionally for the position of Laborer to serve in such capacity, 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 shall be the sum of \$31,000.00 annually; and be it further

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

RESOLVED, that Chris R. Meredith, appointed to the position of Laborer is subject to a term of probation of twenty-six (26) weeks and at the satisfactory completion of the probationary period this resolution be sent to the Rockland County Department of Personnel in order to effectuate the appointment

RESOLVED, that the Executive Director is hereby authorized and directed to provide a compensation package as defined by the Employee Handbook and amendments including but not limited to Resolutions No. 62 of 2017, 68 of 2017, 70 of 2017 and 28 of 2018.

Funding Source: 5110-00 – Salaries

11. New Business

Authorizing Temporary Agreement for the Operation of the Yard Waste Composting Facilities – Tabled

Phillips: Anna would you like to go into Executive Session to discuss what we are going to do?

Roppolo: Yes.

Phillips: Motion to go into Executive Session to discuss contractual negotiations.

Grant: Moved

Monaghan: Seconded

Phillips: Motion to come out of Executive Session.

Moroney: Moved

Hofstein: Seconded

Phillips: Attorney is there any other new business?

Braunfotel: No, other new business.

Phillips: Commissioners are there any other comments or notes? Is there anyone in the public that would like to comment before the Board. Let the record note that no public comment was offered. Do we have a motion to adjourn?

Jobson: Moved

Powers: Seconded

The meeting was adjourned at 5:50 p.m.

Respectfully submitted,
Suzanne Haggerty