

WESTERN FINGER LAKES SOLID WASTE MANAGEMENT AUTHORITY

MINUTES OF AUTHORITY MEETING

MONDAY, December 15, 2008

HELD: **Wayne County Courthouse**
26 Church Street
Lyons, New York

<u>Member</u>	<u>Present</u>	<u>Absent</u>
WAYNE COUNTY:		
Ron Cody	X	
Susie Earl	X	
Frank Guelli	X	
Robert Hutteman		X
Robert Weichbrodt	X	
YATES COUNTY		
Patrick Flynn		X
Robert Multer	X	

CONSULTANTS PRESENT: Michael Howard

OTHERS PRESENT: Sharon Lilla, Marjorie Torelli, Neal Walters, Carol VanEnwyck

Chairman Guelli called the meeting to order at 4:55 p.m.

I. APPROVE AUTHORITY MEETING MINUTES

Resolution #08-54 – Approve October 20, 2008 Meeting Minutes

Ms. Earl moved, Mr. Weichbrodt seconded and the Authority unanimously

RESOLVED, that the minutes for the Western Finger Lakes Authority Board meeting of October 20, 2008 be hereby approved as distributed.

II. BILLS AND STATEMENTS

Resolution #08-55 – Bills and Statements

After discussion, Ms. Earl moved and Mr. Cody seconded, and the Authority unanimously

RESOLVED, that the attached list of bills and statements (invoice register) for services are approved and the Treasurer is authorized to make payment.

III. CHAIRMAN’S REPORT

Ms. Earl and Mr. Multer were appointed as the nominating committee for electing officers for 2009.

IV. TREASURER’S REPORT

The January through November 2008 Revenue and Expense Reports were previously distributed.

V. PUBLIC EDUCATION/PUBLIC RELATIONS REPORT

Ms. Torelli distributed some 2009 calendars that were published by the New York State Department of Environmental Conservation to the Board members.

VI. RECYCLING COORDINATOR’S REPORT

There was no Recycling Coordinator’s report.

VII. OFFICE MANAGER’S REPORT

Resolution #08-56 – Adopt 2009 Meeting Schedule

Mr. Weichbrodt moved, Ms. Earl seconded, and the Authority unanimously

RESOLVED, that the Authority adopts the attached meeting schedule for 2009, with all meetings beginning at 5:00 PM.

VII. ADMINISTRATOR’S REPORT

Resolution #08-57 – Change 2009 Mileage Rate

Mr. Weichbrodt moved, Ms. Earl seconded, and the Authority unanimously

RESOLVED, that the mileage reimbursement is decreased from \$.585 per mile to \$.55 per mile in conformance with the standard federal mileage reimbursement rate, effective for all mileage claims earned beginning January 1, 2009.

Resolution #08-58 – Renew Administrative Agreement with Wayne County

Mr. Weichbrodt moved, Ms. Earl seconded, and the Authority unanimously

RESOLVED, that the Authority authorizes renewal of the Administrative Services Agreement with Wayne County for a period of one year commencing on January 1, 2009 and expiring on December 31, 2009, provided that the terms and conditions in the agreement remain the same.

Resolution #08-59 – Adopt 2009 Salary Schedule

After discussion, Mr. Weichbrodt moved, Mr. Cody seconded, and the Authority unanimously

RESOLVED, that the Authority authorize and direct that the salaries for 2009, based on 26 pay periods per year, be approved as set forth below:

Recycling Coordinator*	\$57,072.00
PR/PE Coordinator	\$44,428.00
Office Manager	\$40,102.00
Department Secretary	\$27,885.00

*The Recycling Coordinator also receives 2% of the revenues generated at the Wayne County Materials Recovery Facility, paid to him in quarterly installments.

Resolution #08-60 – Insurance Renewals

After discussion, Mr. Weichbrodt moved, Mr. Cody seconded, and the Authority unanimously approved Resolution #08-60.

WHEREAS, the Authority’s Insurance Coverage expires on January 1, 2009; and

WHEREAS, the Authority’s insurance broker obtained bids for the renewal of this coverage and the Authority’s insurance consultant, Aldrich and Cox, reviewed the bids;

WHEREAS, Aldrich and Cox recommended that the Authority’s coverage be written for Property, General Liability, Automobile, Umbrella, and Workers Compensation (State Insurance Fund/Lovell Safety Management - effective 7/1/2008 – 7/1/2009) Insurances, which are A rated AIG Companies; and

WHEREAS, upon the recommendation of Aldrich and Cox, the Administrator caused the coverages in the third Whereas clause to be bound; now, therefore, be it

RESOLVED, that the Authority authorizes the Administrator to have the above insurance coverages bound, with costs not to exceed:

Property Insurance	\$16,361.00
Inland Marine	\$ 628.00
Crime Insurance	\$ 155.00
General Liability Insurance	\$31,259.00
Automobile Insurance	\$14,575.00
Umbrella Insurance	\$11,098.00
Identity Fraud Exp. Coverage	\$ 250.00

Workers Compensation (7/1/2008 – 7/1/2009)
 Lovell Safety Management Group – estimated annual premium \$2,640.00
 (8% of State Insurance Fund premiums)
 State Insurance Fund – estimated annual premium \$33,000.00

Resolution #08-61 – Amend 2009 Budget

The Authority members noted the rapidly deteriorating recycling markets and the need to reduce operating expenses in order to maintain a balanced budget. The Administrator noted that a significant number of cuts had already been made and were reflected in the current version of the amended 2009 budget. The Administrator acknowledged the need to continuously monitor the situation and to come back to the Board with a recommendation for further cuts in the event that the markets do not stabilize at current levels. After discussion, Mr. Weichbrodt moved, Mr. Cody seconded, and the Authority unanimously approved Resolution #08-61.

RESOLVED, that the amended attached 2009 Budget for the Western Finger Lakes Solid Waste Management Authority is adopted, subject on approval of Wayne County and Yates County; and be it further

RESOLVED, that the Office Manager is directed to send the 2009 Budget to the participating Counties and to bill the Counties for quarterly payments due on or before January 15, April 15, July 15, and October 15 in the amount of

County	Annual Amount	Quarterly Amount
Yates County	\$ 32,872.00*	\$ 8,218.00
Wayne County	<u>\$944,371.00**</u>	<u>\$236,092.75</u>
Total	\$977,243.00	\$244,310.75

*This amount is for the Yates County Government Operations.

**This amount includes a \$173,125.00 subsidy for the Wayne County MRF and a \$506,491.00 subsidy for the Wayne County Curbside Program. The Government Operations will receive \$264,755.00.

Resolution #08-62 – Authorize Sale of Yates Intermediate Processing Center

After discussion, Mr. Multer moved, Ms. Earl seconded, and the Authority unanimously approved Resolution #08-62.

WHEREAS, the Western Finger Lakes Solid Waste Authority determined that the Yates County Intermediate Processing Center (IPC) was no longer required for the operations of the Authority; and

WHEREAS, in accordance with the Authority’s Property Disposal Guidelines, the Contracting Officer obtained an appraisal of the property to determine its Fair Market Value; and

WHEREAS, because the fair market value exceeded \$5,000, the Authority publicly advertised for bids for the sale of the Yates County IPC; and

WHEREAS, because no responsible bids for the sale of the facility were received, the Authority authorized the disposal of the property through negotiation; and

WHEREAS, the Contracting Officer negotiated a price for the sale of the Yates County IPC in the amount of \$3,500 with Casella Waste Services, Inc.; now, therefore, be it

RESOLVED, that the Authority authorizes and directs the Contracting Officer to complete the sale of the Yates IPC to Casella Waste Services, Inc. ("Casella") for the amount of \$3,500; to terminate the existing ground lease and operating agreement with Casella; and, that all documents required to discharge the sale shall be approved as to form and content by the Authority's attorney prior to final closing.

IX. OTHER BUSINESS

With no further business to discuss, Mr. Weichbrodt moved and Ms. Earl seconded that the meeting be adjourned. The meeting was adjourned at 5:25 p.m.

Respectively submitted,

Carol E. VanEnwyck
Office Manager

ATT: Bills and Statements
2009 Meeting Schedule
2009 Amended Budget

Western Finger Lakes Solid Waste Management Authority

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2009 SCHEDULE OF AUTHORITY MEETINGS

<u>Meeting Date</u>	<u>Purpose of Meeting</u>
January 26, 2009*	Organizational Meeting Line Item Transfers Renew Risk Management Consultants Agreement
March 16, 2009	
April 20, 2009	Approve Audited Financials Line Item Transfers
August 17, 2009	Line Item Transfers
September 21, 2009	Review 2010 Budget
October 19, 2009	Approve 2010 Budget Line Item Transfers
December 21, 2009	Adopt 2010 Meeting Schedule Adopt 2010 Salary Schedule Line Item Transfers Appoint Nominating Committee Renew Administrative Agreement with Wayne County

Meeting Location:

Wayne County – Wayne County Courthouse, 26 Church Street, Lyons, New York

Meeting Time: 5:00 P.M.

***One week later due to Holiday Schedule.**

- Wayne County
- Yates County

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