

Preserving the environment through integrated recovery and disposal.

## MEMORANDUM

**TO:** Authority Board of Directors  
**FROM:** Joshua J. Olbrys, Executive Director  
**DATE:** March 1, 2024  
**RE:** Meeting Notice & Tentative Agenda - Monday, March 18, 2024 - 4:30 PM

A regular meeting of the Oneida-Herkimer Solid Waste Management Authority is scheduled for Monday, March 18, 2024, at 4:30 PM in the Authority public meeting room, 1600 Genesee Street, Utica, NY 13502. **Board Members will continue to have the option of participating in-person or via Zoom and will be emailed a private Zoom link to participate, prior to the meeting.**

1. Pledge of Allegiance
2. Lou Critelli Memorial – Resolution
3. Approval of December 18, 2023 Authority Minutes
4. Public Comment Period
5. Independent Audit – Ann DeLucco, Partner BST & Co.
6. Reconciliation of 2023 Budget and 2023 Budget Amendments – Resolution
7. Approval of Authority Mission Statement and Performance Measures and Performance Measure Report for 2023 – Resolution
8. Annual Board of Directors Evaluation – Resolution
9. Appointment of Contracting Officer and Approval of Property Disposition Policy – Resolution
10. Approval of Procurement Policy and Designation of Sole Source Vendors – Resolution
11. Public Authorities Reporting Information System (PARIS) Authorization – Resolution
12. Approval of Code of Ethics Policy and Fraud Policy – Resolution
13. Award of Phase II Capping Project to Mohawk Valley Materials – Resolution
14. EverestLabs AI/Robotic Recycling
15. 2024 Budget Transfer – Resolution
16. Regional Demolition Program – Update
17. Application for Reduced Tip Fees for Disposal of Disaster Debris from Village of Whitesboro Flooding – Resolution
18. Application for Reduced Tip Fees for Disposal of Brownfield Clean-Up Industrial Development Agency Projects from Village of Newport – Resolution
19. Update: Authority Mascot/Earth Day Events – Saturday, April 27<sup>th</sup>

---

#### BOARD OF DIRECTORS

Kenneth A. Long  
*Chairman*

Vincent J. Bono  
*Vice Chairman*

Richard G. Redmond  
*Treasurer*

Steven R. Boucher

Robert Comis  
James M. D'Onofrio  
James A. Franco

Barbara Freeman  
Nancy A. Novak  
James M. Williams

Joshua J. Olbrys  
*Executive Director*

Jodi M. Tuttle  
*Authority Board Secretary*

GET SOCIAL WITH  
THE AUTHORITY:



**DRAFT**

## **AUTHORITY MEETING MINUTES** **December 18, 2023**

**Board Members Present:** Chairman Ken Long, Vice Chairman Vincent Bono, Neil Angell, Steven Boucher, James D’Onofrio, James Franco, Barbara Freeman, Nancy Novak (via Zoom), and James Williams

**Board Members Absent:** Richard Redmond

**Authority Staff Present:** William Rabbia, Joshua Olbrys, Jodi Tuttle, Emily Albright, Joseph Artessa, Eileen Brinck and Pat Lisandrelli

**Others Present:** Kevin Martin, Authority Counsel; and Brittany DerCola, Principal, Camden Middle School

Chairman Long called the December 18, 2023, Authority Board meeting to order at 4:29 PM and opened with the Pledge of Allegiance.

A motion was made by Mr. Williams, seconded by Ms. Freeman, and passed to approve the November 20, 2023, Authority Minutes. [9 Ayes; 0 Nays; Absent: Mr. Redmond]

There were no comments received for the public comment period.

Recycling Coordinator Eileen Brinck announced that the Authority is honoring the Camden Central School District, which includes McConnellsville Elementary School, Camden Elementary School, Camden Middle School, and Camden High School, as its 2023 Recycling Champion. Ms. Brinck stated that the district has maintained a relationship with the Authority and continues to show its commitment by engaging students in recycling and environmental education, requesting recycling boxes, educational materials, presentations, tours and, most recently, by participating in the Authority’s school challenges including the Trash Can Film Festival and the Plastic Film Challenge.

Resolution No. 23 was introduced by Mr. Franco, seconded by Mr. Angell, and passed commending Camden Central School District as 2023 Recycling Champion. [9 Ayes; 0 Nays; Absent: Mr. Redmond]

Authority Secretary Jodi Tuttle read Resolution No. 23 aloud.

Brittany DerCola, Principal, Camden Middle School, was presented with the 2023 Recycling Champion Award to commend the district’s fine example. Ms. DerCola thanked the Authority for this recognition.

---

**BOARD OF  
DIRECTORS**

Kenneth A. Long  
*Chairman*

Vincent J. Bono  
*Vice Chairman*

Richard G. Redmond  
*Treasurer*

Neil C. Angell

Steven R. Boucher  
James M. D’Onofrio  
James A. Franco

Barbara Freeman  
Nancy A. Novak  
James M. Williams

William A. Rabbia  
*Executive Director*  
Jodi M. Tuttle  
*Authority Board Secretary*

**GET SOCIAL WITH  
THE AUTHORITY:**



## **AUTHORITY MEETING MINUTES**

**December 18, 2023**

Page 2

Comptroller Joseph Artessa said that Resolution No. 24 would approve the Authority's proposed 2024 budget, 2024 rate schedule and Solid Waste Collection and Disposal Permit Rules and Regulations. The proposed 2024 budget and rate schedule were presented before a public hearing at the November 20, 2023, Board meeting.

Resolution No. 24 was introduced by Mr. Bono, seconded by Mr. Boucher, and passed approving the 2024 Authority Budget, rate schedule and the Solid Waste Collection and Disposal Permit Rules and Regulations. [9 Ayes; 0 Nays; Absent: Mr. Redmond]

Mr. Angell thanked Mr. Rabbia and the staff for conservatively managing the budget.

Mr. Artessa said that Resolution No. 25 would approve 2023 supplemental appropriations and budget transfers needed for unanticipated expenses and explained the appropriations and budget transfers required within the departments. [9 Ayes; 0 Nays; Absent: Mr. Redmond]

Resolution No. 25 was introduced by Mr. Angell, seconded by Mr. Franco, and passed to approve 2023 supplemental appropriations and budget transfers. [9 Ayes; 0 Nays; Absent: Mr. Redmond]

Deputy Executive Director Joshua Olbrys said that the Authority has utilized the firm of Barton & Loguidice, P.C. for the planning, design, and construction of the Regional Landfill for over 25 years. Mr. Olbrys said that there are continuing requirements for monitoring, reporting and permit compliance which require ongoing services by a licensed professional engineer, a licensed air quality engineer, certified storm water management and erosion sediment control professional, and other professional engineering services.

Resolution No. 26 was introduced by Ms. Freeman, seconded by Mr. D'Onofrio, and passed to approve a Professional Services Agreement with Barton & Loguidice, P.C., Consulting Engineers, and directing the Authority Contracting Officer and Counsel to take all action necessary to execute the Agreement. [9 Ayes; 0 Nays; Absent: Mr. Redmond]

Mr. Olbrys said that Resolution No. 27 would allow the Authority to enter into a Professional Services Agreement with Total Solutions, Inc. to provide comprehensive IT management including third-party vendor interface, hosted exchange email service, managing antivirus and back-up, and web filtering services. The Authority has worked with Total Solutions, Inc. since 2010.

Resolution No. 27 was introduced by Mr. D'Onofrio, seconded by Mr. Franco, and passed, approving a Professional Services Agreement with Total Solutions, Inc. for the period January 1, 2024, through December 31, 2026, and directing the Executive Director to take the action necessary to execute the Agreement. [9 Ayes; 0 Nays; Absent: Mr. Redmond]

Mr. Olbrys said that Resolution No. 28 would approve a Professional Services Agreement with the advertising agency, Trainor Associates, Inc., for promoting public information and education.

## **AUTHORITY MEETING MINUTES**

**December 18, 2023**

Page 3

Resolution No. 28 was introduced by Mr. Franco, seconded by Mr. Angell, and passed approving a Professional Services Agreement with Trainor Associates, Inc. for the period January 1, 2024 through December 31, 2024, and directing the Executive Director to take the action necessary to execute the Agreement. [9 Ayes; 0 Nays; Absent: Mr. Redmond]

Resolution No. 29 was introduced by Mr. Bono, seconded by Mr. Williams and passed to establish the following regular meetings dates for 2024: March 18<sup>th</sup>, May 13<sup>th</sup>, June 17<sup>th</sup>, September 16<sup>th</sup>, November 18<sup>th</sup> and December 16<sup>th</sup>, and designating the Utica Observer-Dispatch, the Rome Daily Sentinel, and the Times Telegram for publication of all official notices of the Authority; and directing the Authority Secretary to post all official notices on the Authority's web site. [9 Ayes; 0 Nays; Absent: Mr. Redmond]

Resolution No. 30 was introduced by Ms. Freeman, seconded by Mr. Williams, and passed electing the following slate of officers and committee members for 2024: Slate of Officers: Ken Long, Chairman; Vincent Bono, Vice Chairman; and Richard Redmond, Treasurer; Audit Committee: Richard Redmond, Chair; Vincent Bono, Vice Chair; Steven Boucher and James Franco; Finance Committee: Richard Redmond, Chair; Vincent Bono, Vice Chair; Steven Boucher and James Franco; Governance Committee: Barbara Freeman, Chair; Nancy Novak and James Williams; and FOIL Appeals Committee: James D'Onofrio, Chair; James Franco and Barbara Freeman. [9 Ayes; 0 Nays; Absent: Mr. Redmond]

Mr. Olbrys said that Resolution No. 31 would update Authority Officers and signatories related to corporate trust transactions and accounts with the Bank of New York Mellon.

Resolution No. 31 was introduced by Mr. Boucher, seconded by Mr. Franco, and passed authorizing an updated Incumbency Certificate/Authorized Callbacks, reflecting updated signatories in connection with corporate trust transactions and accounts with the Bank of New York Mellon. [9 Ayes; 0 Nays; Absent: Mr. Redmond]

Mr. Olbrys said that Resolution No. 32 is a Corporate Resolution Deposit Account with the Bank of Utica that would update Authority Officers and signatories.

Resolution No. 32 was introduced by Mr. D'Onofrio, seconded by Ms. Freeman, and passed designating the Bank of Utica as a depository for the Authority and updating Authority Officers and signatories in connection with the Bank of Utica Deposit Account. [9 Ayes; 0 Nays; Absent: Mr. Redmond]

Resolution No. 33 was introduced by Ms. Freeman, seconded by Mr. Franco, and passed commending the service of Authority Board Member Neil Angell. [9 Ayes; 0 Nays; Absent: Mr. Redmond]

Authority Secretary Jodi Tuttle read Resolution No. 33 aloud.

Mr. Angell remarked that it has been his pleasure serving on this Board for the past 19 years. He stated that this Board, the Executive Director, and the staff are of the highest quality.

## **AUTHORITY MEETING MINUTES**

**December 18, 2023**

Page 4

Resolution No. 34 was introduced by Mr. D’Onofrio, seconded by Mr. Bono, and passed commending the service of Authority Executive Director William Rabbia. [9 Ayes; 0 Nays; Absent: Mr. Redmond]

Authority Secretary Jodi Tuttle read Resolution No. 34 aloud.

Mr. Rabbia expressed his gratitude to the Board for all the counsel and support he has received over the years.

At 5:03 PM, with no further business, a motion was made by Ms. Freeman, seconded by Mr. Angell, and passed to adjourn the meeting.

Respectfully submitted,

Jodi M. Tuttle  
Authority Secretary

Preserving the environment through integrated recovery and disposal.

## Introductory No.

## Resolution No. 1

Introduced by:

Seconded by:

### MEMORIAL RESOLUTION RECOGNIZING THE ACHIEVEMENTS OF FORMER BOARD MEMBER LOUIS R. CRITELLI

**WHEREAS,** it is with sadness that the Oneida-Herkimer Solid Waste Management Authority Board of Directors marks the death of former Board Member Louis R. Critelli; and

**WHEREAS,** Mr. Critelli served on the Authority Board of Directors from May 1992 through December 2008 and throughout his 17 years of dedication, Lou was an active and contributing Director, providing insight and leadership in maintaining the two Counties integrated solid waste management system; and

**WHEREAS,** Lou took on a leadership role with the Authority serving as Chairman for over three years and Vice Chairman for four years and during this period his leadership guided the Authority through the difficult state landfill permitting and regulatory process to a successful completion; and

**WHEREAS,** Lou was particularly interested in fiscal matters and served on the Authority's Finance Committee, ensuring that the Authority considered the services provided to local governments; and

**WHEREAS,** Lou was always cognizant of the importance of considering and respecting the input and ideas offered by individuals and he always considered the impact of Authority actions on individuals; now, therefore, be it

**RESOLVED,** that the Oneida-Herkimer Solid Waste Management Authority hereby recognizes the life and contributions of Louis R. Critelli and extends its sincere sympathy to his family.

Adopted by the following vote:

AYES \_\_\_\_\_ NAYS \_\_\_\_\_

Dated:

---

**BOARD OF  
DIRECTORS**

Kenneth A. Long  
*Chairman*

Vincent J. Bono  
*Vice Chairman*

Richard G. Redmond  
*Treasurer*

Steven R. Boucher

Robert Comis  
James M. D'Onofrio  
James A. Franco

Barbara Freeman  
Nancy A. Novak  
James M. Williams

Joshua J. Olbrys  
*Executive Director*

Jodi M. Tuttle  
*Authority Board Secretary*

**GET SOCIAL WITH  
THE AUTHORITY:**



## Introductory No.

## Resolution No. 2

Introduced by:

Seconded by:

### RE: RECONCILIATION OF 2023 BUDGET AND 2023 BUDGET AMENDMENTS TO REFLECT 2023 ACTUAL

**WHEREAS**, the Authority Board, by Resolution No. 17 dated December 19, 2022 adopted the 2023 Budget; and

**WHEREAS**, the Authority Board approved the designation of Unrestricted Funds toward established Authority Capital Reserve Funds by Resolution No. 18 dated September 18, 2023 and 2023 Supplemental Appropriations and Budget Transfers by Resolution No. 25 dated December 18, 2023; and

**WHEREAS**, the changes to total revenues and expenses for 2023 were included in the completed independent audited financial statements issued in March of 2024 and it is necessary to reconcile the 2023 Budget to the 2023 audited financial statements; now, therefore, be it

**RESOLVED**, that for purposes of the rate covenant compliance report for the Series 2006 bonds, the 2023 Budget shall reflect actual 2023 expenses as audited.

Adopted by the following vote:

AYES\_\_ NAYS\_\_

Dated:

---

#### BOARD OF DIRECTORS

Kenneth A. Long  
*Chairman*

Vincent J. Bono  
*Vice Chairman*

Richard G. Redmond  
*Treasurer*

Steven R. Boucher

Robert Comis  
James M. D'Onofrio  
James A. Franco

Barbara Freeman  
Nancy A. Novak  
James M. Williams

Joshua J. Olbrys  
*Executive Director*

Jodi M. Tuttle  
*Authority Board Secretary*

GET SOCIAL WITH  
THE AUTHORITY:



Preserving the environment through integrated recovery and disposal.

## Introductory No.

## Resolution No. 3

Introduced by:

Seconded by:

### **RE: APPROVAL OF ONEIDA-HERKIMER SOLID WASTE MANAGEMENT AUTHORITY MISSION STATEMENT AND PERFORMANCE MEASURES AND APPROVAL OF PERFORMANCE MEASURE REPORT FOR 2023**

**WHEREAS,** Section 2824-a of the New York State Public Authorities Law requires that the Oneida-Herkimer Solid Waste Management Authority (the “Authority”) develop and adopt a Mission Statement and Performance Measures to assist the Authority in evaluating accomplishments of the mission and goals of the Authority; and

**WHEREAS,** the Authority was required to file a Mission Statement and Performance Measures with the Authorities Budget Office (ABO) on or before March 31, 2011; and

**WHEREAS,** the Authority adopted its Mission Statement and Performance Measures with adoption of Resolution No. 36 of 2010 and filed as required; and

**WHEREAS,** the Authority is also required to annually review its Mission Statement and Performance Measures and publish a Measurement Report; and

**WHEREAS,** the Governance Committee reviewed the Authority’s current Mission Statement and Performance Measures and is recommending no modifications be made to the Mission Statement and Performance Measures at this time; now, therefore, be it

**RESOLVED,** that the Oneida-Herkimer Solid Waste Management Authority Board of Directors hereby approves the attached Mission Statement and Performance Measures; and be it further

**RESOLVED,** that the Oneida-Herkimer Solid Waste Management Authority Board of Directors hereby approves the attached Performance Measure Report for 2023; and be it further

**RESOLVED,** that the Authority Board of Directors further directs the Secretary of the Board to file and post on its website its Mission Statement and Performance Report, and its 2023 Performance Measure Report, in accordance with the New York State Public Authorities Law.

Adopted by the following vote:

AYES\_\_ NAYS\_\_

Dated:

---

#### **BOARD OF DIRECTORS**

Kenneth A. Long  
*Chairman*

Vincent J. Bono  
*Vice Chairman*

Richard G. Redmond  
*Treasurer*

Steven R. Boucher

Robert Comis  
James M. D’Onofrio  
James A. Franco

Barbara Freeman  
Nancy A. Novak  
James M. Williams

Joshua J. Olbrys  
*Executive Director*

Jodi M. Tuttle  
*Authority Board Secretary*

**GET SOCIAL WITH  
THE AUTHORITY:**





**Introductory No.**

**Resolution No. 4**

Introduced by:

Seconded by:

**RE: ANNUAL BOARD OF DIRECTORS EVALUATION**

**WHEREAS,** Sections 2800(1)(a)(15), 2800(2)(a)(15) and Section 2824(7) of the New York State Public Authorities Law requires that the Oneida-Herkimer Solid Waste Management Authority Board of Directors (the “Authority”) conduct an annual evaluation of its performance; and

**WHEREAS,** Board members must be committed to the highest standards of corporate governance and hold itself accountable to the mission of the Authority and the public interest; and

**WHEREAS,** this annual assessment is a reminder to each Board member of his or her duties, why those responsibilities are important, and whether they are performing those duties appropriately; and

**WHEREAS,** the evaluation provides an opportunity for Board members to measure their individual and collective effectiveness, determine if they are following their own policies and procedures, identify areas for Board improvement, and to compare how their evaluation of the Board’s performance compares to that of other Board members; and

**WHEREAS,** the Authorities Budget Office (ABO) recommends that each Board member annually perform his/her own evaluation of the whole Board and the evaluation should be conducted confidentially with the results compiled by the Governance Committee; and

**WHEREAS,** to the extent that the results of the evaluation demonstrate the need for the Board to improve its performance, amend its practices or procedures, or clarify its expectations of Board members, the Board is expected to implement suitable corrective actions immediately; and

**WHEREAS,** the Oneida-Herkimer Solid Waste Management Authority approved an Evaluation form by Resolution No. 37 of 2010; and

**WHEREAS,** the Governance Committee of the Oneida-Herkimer Solid Waste Management Authority is required to annually review the Board of Directors Evaluation form and recommends no modifications at this time; and

**BOARD OF DIRECTORS**

Kenneth A. Long  
*Chairman*

Vincent J. Bono  
*Vice Chairman*

Richard G. Redmond  
*Treasurer*

Steven R. Boucher

Robert Comis  
James M. D’Onofrio  
James A. Franco

Barbara Freeman  
Nancy A. Novak  
James M. Williams

Joshua J. Olbrys  
*Executive Director*

Jodi M. Tuttle  
*Authority Board Secretary*

**GET SOCIAL WITH  
THE AUTHORITY:**



**Introductory No.**  
**Resolution No. 4**  
Page 2

**WHEREAS,** Board member comments are protected from disclosure under Article 6 of Public Officers Law, but summary of the results of the assessment are to be provided to the Authorities Budget Office (ABO); now, therefore, be it

**RESOLVED,** that the Oneida-Herkimer Solid Waste Management Authority Board of Directors hereby approves the attached Confidential Evaluation of Board Performance with no modification at this time; and be it further

**RESOLVED,** that each Board Member will annually complete such evaluation and that member responses will be confidentially submitted to the Authority Governance Committee and then aggregated; and be it further

**RESOLVED,** that the Authority Board of Directors directs the Secretary of the Board to submit a summary of results of the Board of Directors Evaluation to the ABO via e-mail on or before March 31<sup>st</sup> of each year.

Adopted by the following vote:

AYES\_\_ NAYS\_\_

Dated:

## Introductory No.

## Resolution No. 5

Introduced by:

Seconded by:

### **RE: APPOINTMENT OF CONTRACTING OFFICER RESPONSIBLE FOR THE DISPOSITION OF AUTHORITY PROPERTY AND APPROVAL OF THE PROCEDURE FOR THE DISPOSITION OF AUTHORITY PROPERTY**

**WHEREAS,** since its formation, the Authority has advertised for the sale of, or placed or public auction, personal and real property no longer needed for Authority operations; and

**WHEREAS,** the Authority prepares and maintains an inventory of such surplus personal and real property; and

**WHEREAS,** Section 2896 of the New York State Public Authorities Accountability Act (PAAA) has required that the Authority adopt a procedure for the disposition of personal and real property which provides for inventory of property, public notice, open-competitive bidding, and documentation of property sold and that the Authority appoint a contracting officer to administer that procedure; and

**WHEREAS,** the PAAA requires that the Procedure for the Disposition of Authority Property be annually reviewed and approved by the Board of Directors; and

**WHEREAS,** the Authority Board adopted the Procedure for the Disposition of Property by Resolution No. 28 dated October 16, 2006; and

**WHEREAS,** the Authority Board appoints Andrew Opperman, Solid Waste Engineer, to be the Contracting Officer as set forth in the Public Authorities Accountability Act; and further be it

**WHEREAS,** the Board approved modifications to the Procedure for the Disposition of Authority Property by Resolution No. 1 dated March 17, 2008; Resolution No. 2 dated March 30, 2009; Resolution No. 4 dated March 29, 2010; Resolution No. 5 dated March 25, 2013; and Resolution No. 5 dated March 20, 2017; and

**WHEREAS,** the Governance Committee reviewed the Procedure and is recommending no modifications at this time; now, therefore be it

---

#### **BOARD OF DIRECTORS**

Kenneth A. Long  
*Chairman*

Vincent J. Bono  
*Vice Chairman*

Richard G. Redmond  
*Treasurer*

Steven R. Boucher

Robert Comis  
James M. D'Onofrio  
James A. Franco

Barbara Freeman  
Nancy A. Novak  
James M. Williams

Joshua J. Olbrys  
*Executive Director*

Jodi M. Tuttle  
*Authority Board Secretary*

**GET SOCIAL WITH  
THE AUTHORITY:**



**Introductory No. 5**

**Resolution No. 5**

Page 2

**RESOLVED,** the Authority Board appoints Andrew Opperman to be the Contracting Officer for the period 2024-2025 and directs the Contracting Officer to take all actions required by Public Authorities Accountability Act and the Procedure for the Disposition of Property; and be it further

**RESOLVED,** the Authority Board of Directors hereby approves the attached Procedure for the Disposition of Authority Property, with no modifications at this time.

Adopted by the following vote:

AYES\_\_ NAYS\_\_

Dated:

**Additions Noted in Yellow**

**Introductory No.**

**Resolution No. 6**

Introduced by:

Seconded by:

**RE: APPROVAL OF PROCUREMENT POLICY & DESIGNATION OF SOLE SOURCE VENDORS**

**WHEREAS**, the Authority Board of Directors adopted a Procurement Policy by Resolution No. 3 on March 17, 2008 in compliance with the requirements of the New York State Public Authorities Accountability Act; and

**WHEREAS**, the Board approved amendments to the Procurement Policy by Resolution No. 6 on April 21, 2008, Resolution No. 6 on March 30, 2009, Resolution No. 7 on March 23, 2015, Resolution No. 7 on March 20, 2017 and Resolution No. 8 on March 16, 2020; and

**WHEREAS**, the Board is required to review the Policy annually; and

**WHEREAS**, the Governance Committee reviewed the policy and is recommending no modifications at this time; now, therefore be it

**RESOLVED**, the Board of Directors hereby approves the attached Procurement Policy; and further be it

**RESOLVED**, that the Authority Board hereby designates and authorizes the following agencies, organizations and companies for sole source purchases, and directs the Executive Director to take all action necessary to implement such actions within the budget allocations approved by the Board and in conformance to the Authority Procurement Policy:

Sole Source

Applicable Federal, State, County, local governments, including school districts (payments in lieu of taxes, fees, health insurance, workers' compensation, regulatory payments/fees and host community payments)

Boonville Municipal Commission (electricity)

City of Utica Comptroller (annual solid waste service charge printing and billing)

National Grid (electricity and natural gas transmission)

NYS & Local Employee Retirement System (retirement plan)

Rome Daily Sentinel (legal notices)

Times Telegram [formerly Herkimer Evening Telegram] (legal notices)

Upper Mohawk Valley Regional Water Authority (water)

US Postal Service (mail)

Utica Observer Dispatch (legal notices)

**BOARD OF DIRECTORS**

Kenneth A. Long  
*Chairman*

Richard G. Redmond  
*Treasurer*

Robert Comis  
James M. D'Onofrio  
James A. Franco

Barbara Freeman  
Nancy A. Novak  
James M. Williams

Joshua J. Olbrys  
*Executive Director*

Jodi M. Tuttle  
*Authority Board Secretary*

**GET SOCIAL WITH THE AUTHORITY:**



Accent Wire (Baler wire tie parts/service – MRF)  
ADP (Payroll/HR software)  
Aljon by C&C Mfg. (Compactor – Aljon parts distributor)  
Alta Equipment Co. [previously Vantage Equipment]– Volvo heavy equipment filters, engine components, emission system components, **Volvo diagnostic software**  
Atlantic Nuclear Corporation (Radiation Monitoring Equipment and calibration– RLF)  
Cazenovia Equipment (OEM parts for John Deere agricultural parts when aftermarket isn't available  
Vac Truck has a JD power plant and the zero turn lawnmowers – RLF)  
CED, Inc. (SCADA system software, **Allen Bradley PLC Components**)  
Clean Waters (Defoamer – RLF)  
Creative Information Systems (scale computer software)  
Cummins Northeast – OEM parts for Cummins parts when aftermarket isn't available for yard trucks with Cummins engines – RLF)  
Eagle Truck Equipment (Scarab Windrow Turner parts)  
Elkin Earthworks (Landfill Monitoring – calibration/service/data service)  
Emery Winslow Scale Company (Compatible Emery Scale Replacement Parts)  
Eriez (Eddy current parts – MRF)  
**Fastmarket RISI (Recycling Market news and pricing updates-MRF)**  
Five Star Equipment (John Deere proprietary diagnostic software (local rep) - yearly fee, heavy motor components, filters, emission system components. Topcon Survey Equipment – survey brand used with the rover and the bulldozer - local rep)  
Fleet Maintenance (Maintenance software to track and inventory Authority's Assets – Yearly Fee)  
Geologic Computer Systems (GPS software – RLF compaction)  
GP Jager Inc. (Parts/Supplies for Chopper Pump – in SSO)  
Harris Baler Co. (Double Ram Baler – MRF)  
Hustler Conveyor Co. (Sorting Discs, Screens – MRF)  
Ingersoll Rand Co. (Regional Landfill compressor – parts/service)  
Integrated Facility Systems, Inc. (HVAC computer control system – RLF and MRF)  
Joest (vibrator, screen parts – MRF)  
LC Whitford (Morbark Tub Grinder Parts)  
Material Handling Products Corp. (Hyundai forklift parts – MRF)  
Milton CAT – (CAT proprietary software - yearly fee, CAT engine components, filters, emission system components, oil sample kits for warranty validation)  
Northeast Compressor - Atlas Copco Compressors [Previously Kinequip] (Kaeser Compressor – parts/service – MRF)  
Paya Exchange (third party credit card processor)  
Penn Power Group – OEM parts for Detroit diesel engine in semi-truck, MTU engine and Allison transmission in yard trucks when aftermarket isn't available – RLF)  
**Pump One (Gas Well Leachate pumps and Parts, compatible well caps, Descaler for cleaning pumps – RLF)**  
Pump Service & Supply - Holland Pump Company (Pumps for Landfill Leachate)  
QED (Landfill gas wellheads and well pumps; repair calibration and service and parts for flare gas analyzer, **orifice plates for well heads – RLF**)  
R.M. Headlee (Landfill Knife Gate parts)  
Recycling Equipment Service Corp. (Harris Baler parts)  
Ryan Equipment (Landfill gas flare parts - John Zink distributor)

**Sage (Accounting General Ledger Software package)**

S&W Services (fuel management system parts and service – MRF, WTS, RLF)

Scott Equipment Co. (Source Separated Organics Processing System – ETS)

Siemens (SCADA software/hardware)

Siewert Equipment (New Loadout Pump – SSO)

SWK Technologies (accounting system software support)

Snyder Technical Services, LLC (service/preventative maintenance on gas blowers – RLF)

Specialty Tire Inc. (solid skid steer tires)

Statewide Aquastore (leachate tanks – RLF)

**Stormwater Biochar (Biochar custom filter media-MRF)**

Tora Screening (McCloskey Trommel Screen parts)

Tracey Road Equipment – Kobelco parts and filters, Western Star over the road trucks, filters, emission components.

VanDyk Baler Corp (Bollegraaf Balers/Titech Opticals – MRF)

**VentilationControl Products, Inc (Specialized Duct work for Aluminum Blower at MRF)**

Varitech (Local Distributor for Plasson, manufacturer for electrofusion machine - repairs/calibrations)

Warner Sales & Service (Bobcat parts)

Waste Corp (source separated organics processing pumps – ETS)

Wayne Dalton (commercial overhead doors – all facilities)

Website Pipeline (payment portal software)

; and be it further

**RESOLVED,** that additional sole source vendors/purchases will be identified to the Board as outlined in the Procurement Policy.

Adopted by the following vote:

AYES\_\_ NAYS\_\_

Absent:

Dated:

Preserving the environment through integrated recovery and disposal.

## Introductory No.

## Resolution No. 7

Introduced by:

Seconded by:

### RE: AUTHORIZING AND DIRECTING THE EXECUTIVE DIRECTOR TO SUBMIT/CERTIFY ALL REPORTS REQUIRED BY THE PUBLIC AUTHORITIES ACCOUNTABILITY ACT

**WHEREAS,** the Public Authorities Accountability Act requires submitting information to the Authority Budget Office through the Public Authority Reporting Information System (PARIS) including a Budget Report, Annual Report, Procurement Report, Investment Report and Certified Financial Audit; and

**WHEREAS,** the Authority's transparency is evident from its annual budget process that requires a public hearing, its reporting of financial and operating information to the Counties, and various reporting required by New York State; and

**WHEREAS,** the Authority's financial information and governance policies have been distributed to appointing bodies and distributed to the general public; and

**WHEREAS,** all such PARIS reporting shall be compiled from the records of the Authority, including the independent audit, annual budget, annual report and any other documents necessary; and

**WHEREAS,** all such information has been made available to the Authority Board of Directors; now, therefore, be it

**RESOLVED,** that the Authority Board of Directors hereby authorizes the Executive Director to ensure preparation and submit/certify all reports required by the Public Authorities Accountability Act.

Adopted by the following vote:

AYES\_\_ NAYS\_\_

Dated:

---

#### BOARD OF DIRECTORS

Kenneth A. Long  
*Chairman*

Vincent J. Bono  
*Vice Chairman*

Richard G. Redmond  
*Treasurer*

Steven R. Boucher

Robert Comis  
James M. D'Onofrio  
James A. Franco

Barbara Freeman  
Nancy A. Novak  
James M. Williams

Joshua J. Olbrys  
*Executive Director*

Jodi M. Tuttle  
*Authority Board Secretary*

GET SOCIAL WITH  
THE AUTHORITY:





Preserving the environment through integrated recovery and disposal.

## Introductory No.

## Resolution No. 8

Introduced by:

Seconded by:

### RE: APPROVAL OF CODE OF ETHICS POLICY AND FRAUD POLICY

**WHEREAS,** the Authority recognizes that there are certain standards of ethical conduct for employees that must be observed to maintain a high level of public confidence; and

**WHEREAS,** the Authority has from its inception placed a high priority on conducting all matters in the most ethical fashion and numerous steps have been taken to guard against fraudulent activities; and

**WHEREAS,** the Authority has in place policies and practices to address potentially fraudulent unethical activities as set forth in, but not limited to, the Authority Code of Ethics and other policies set forth in the Employee Handbook as well as the Authority Annual Ethics Disclosure & Statement of Board Responsibility; and

**WHEREAS,** the Governance Committee reviewed the Authority's current Code of Ethics Policy and is recommending no further modifications be made to the Code of Ethics Policy; and

**WHEREAS,** the Governance Committee reviewed the Fraud Policy and is recommending no further modifications be made to the Fraud Policy at this time; now, therefore, be it

**RESOLVED,** that the Board of Directors hereby approves the attached Code of Ethics Policy without modifications; and further be it

**RESOLVED,** that the Board of Directors hereby approves the attached Fraud Policy without modifications; and further be it

**RESOLVED,** the Board directs the Executive Director to post both policies at all Authority facilities and to provide annual written notices to employees, such as an enclosure with employee paychecks, which notifies employees of their responsibilities in regard to ethical conduct and fraudulent activities; and further be it

**RESOLVED,** that the Authority Board of Directors will continue to monitor activities and implement improvements in the future to protect against potential fraud and unethical practices.

Adopted by the following vote:

AYES\_\_\_ NAYS\_\_\_

Dated:

---

#### BOARD OF DIRECTORS

Kenneth A. Long  
*Chairman*

Vincent J. Bono  
*Vice Chairman*

Richard G. Redmond  
*Treasurer*

Steven R. Boucher

Robert Comis  
James M. D'Onofrio  
James A. Franco

Barbara Freeman  
Nancy A. Novak  
James M. Williams

Joshua J. Olbrys  
*Executive Director*

Jodi M. Tuttle  
*Authority Board Secretary*

GET SOCIAL WITH  
THE AUTHORITY:



Preserving the environment through integrated recovery and disposal.

## Introductory No.

## Resolution No. 9

Introduced by:

Seconded by:

### **RE: AWARD OF CONTRACT NO. 24-0001 FOR REGIONAL LANDFILL STAGE 2 PHASE 2 GENERAL CONSTRUCTION TO MOHAWK VALLEY MATERIALS**

**WHEREAS,** the Oneida-Herkimer Solid Waste Management Authority owns and, pursuant to New York State Department of Environmental Conservation Permit Number 6-3024-00009/00007 (the “Permit”), operates the Oneida-Herkimer Regional Landfill in Ava, NY (the “Landfill”); and

**WHEREAS,** New York State Regulations and the Permit require that the Landfill be closed in a phased manner; and

**WHEREAS,** the location and construction of the phased closure of the facility were elements of the plans prepared and submitted to the New York State Department of Environmental Conservation (“NYSDEC”) during the Authority’s comprehensive landfill siting process, which included review of compliance with all the requirements of the New York State Environmental Quality Review Act (SEQRA); and

**WHEREAS,** Barton & Loguidice has completed design for the Regional Landfill Stage 2 Phase 2 General Construction and a request for bids was issued on January 15, 2024; and

**WHEREAS,** NYSDEC approved and authorized the Stage 2 Closure Construction and certified the design as fully compliant with the New York State Part 360 Series Solid Waste Regulations, prior to construction; and

**WHEREAS,** sealed bids for Contract No. 24-0001 - General Construction were solicited in compliance with General Municipal Law Section 103; and

**WHEREAS,** in compliance with the solicitation and General Municipal Law, a pre-bid meeting was held on February 2, 2024 with prospective bidders to explain the project and answer questions related to the project; and

---

#### **BOARD OF DIRECTORS**

Kenneth A. Long  
*Chairman*

Vincent J. Bono  
*Vice Chairman*

Richard G. Redmond  
*Treasurer*

Steven R. Boucher

Robert Comis  
James M. D’Onofrio  
James A. Franco

Barbara Freeman  
Nancy A. Novak  
James M. Williams

Joshua J. Olbrys  
*Executive Director*

Jodi M. Tuttle  
*Authority Board Secretary*

**GET SOCIAL WITH  
THE AUTHORITY:**



**Introductory No.**  
**Resolution No. 9**  
Page 2

**WHEREAS,** on February 16, 2024, bids were publicly received and opened at the Authority Offices at 1600 Genesee St., Utica, NY and a summary of the bids submitted with the results as follows:

Bidder & Address	Total
Mohawk Valley Materials, Rome, NY	\$1,434,508.10
Marcy Excavation Services, LLC, Herkimer, NY	\$1,860,150.00

; and

**WHEREAS,** each bid has been evaluated for compliance with the specifications for the project promulgated by Barton & Loguidice; each contractor's qualifications have been confirmed; and reference projects have been checked and based on the bids and the canvass, Authority staff is recommending an award to the acceptable low bidder, Mohawk Valley Materials; now therefore be it

**RESOLVED,** that the Authority Board approves and awards Contract No. 24-0001- General Construction for Regional Landfill Stage 2 Phase 2 Closure Construction to Mohawk Valley Materials in the total amount of \$1,434,508.10; and be it further

**RESOLVED,** that the Authority Board authorizes the Executive Director and Authority Counsel to take all action necessary to enter into an agreement with Mohawk Valley Materials.

Adopted by the following vote:

AYES\_\_ NAYS\_\_

Dated:

Preserving the environment through integrated recovery and disposal.

**Introductory No.**

**Resolution No. 10**

Introduced by:

Seconded by:

**RE: 2024 BUDGET TRANSFERS**

**WHEREAS**, the Authority Board, by Resolution No. 19 of 2020 adopted the 2021 operating and capital budget; and

**WHEREAS**, it has been determined that budget transfers are needed for unanticipated expenses as indicated below; now, therefore, be it hereby

**RESOLVED**, that the following 2024 budget transfers are approved:

<u>From:</u>	608-8165	Temporary Labor	\$100,000.00
<u>To:</u>	613-8165	Rent/Lease	\$100,000.00

**Explanation:** Additional funds needed to secure lease of robotics equipment.

Adopted by the following vote:

AYES\_\_ NAYS\_\_

**BOARD OF  
DIRECTORS**

Kenneth A. Long  
*Chairman*

Richard G. Redmond  
*Treasurer*

Robert Comis  
James M. D'Onofrio  
James A. Franco

Barbara Freeman  
Nancy A. Novak  
James M. Williams

Joshua J. Olbrys  
*Executive Director*

Jodi M. Tuttle  
*Authority Board Secretary*

**GET SOCIAL WITH  
THE AUTHORITY:**



Preserving the environment through integrated recovery and disposal.

## Introductory No.

## Resolution No. 11

Introduced by:

Seconded by:

### **RE: APPROVAL OF REDUCED TIP FEE FOR THE VILLAGE OF WHITESBORO FOR CLEAN-UP FROM FLOODING THAT OCCURRED ON DECEMBER 17, 2023**

**WHEREAS,** the Authority Board of Directors adopted a Policy for Reduced Tip Fee Programs per Resolution No. 20 on December 21, 2020 to assist local municipalities and Oneida-Herkimer Counties when disaster occurs with reduced tipping fees for disposal of disaster debris; and

**WHEREAS,** on December 17, 2023, flooding occurred in the Village of Whitesboro; and

**WHEREAS,** the Village suffered flood damage to 35 properties/homes, resulting in an estimated 1.80 tons of disaster debris; and

**WHEREAS,** the Village of Whitesboro has submitted an Application for the Reduced Tip Fee Program for Disposal of Disaster Debris related to flooding that occurred on December 17, 2023 to the Authority for its consideration; and

**WHEREAS,** the Authority Executive Director and staff evaluated the application submitted by the Village of Whitesboro and recommended approval by the Finance Committee; and

**WHEREAS,** the Finance Committee has reviewed the application submitted by the Village of Whitesboro and is now recommending approval by the full Authority Board of Directors; now, therefore, be it

**RESOLVED,** that the Oneida-Herkimer Solid Waste Authority Board of Directors approves the Application for the Reduced Tip Fee Program for Disposal of Disaster Debris at a rate of \$42.00 per ton resulting from the flooding that occurred on December 17, 2023 ; and be it further

**RESOLVED,** that the Authority Board authorizes and directs the Executive Director to take all necessary action to assist the Village of Whitesboro with its clean-up.

AYES\_\_\_ NAYS\_\_\_

Dated:

---

#### BOARD OF DIRECTORS

Kenneth A. Long  
*Chairman*

Richard G. Redmond  
*Treasurer*

Robert Comis  
James M. D'Onofrio  
James A. Franco

Barbara Freeman  
Nancy A. Novak  
James M. Williams

Joshua J. Olbrys  
*Executive Director*

Jodi M. Tuttle  
*Authority Board Secretary*

GET SOCIAL WITH  
THE AUTHORITY:



Preserving the environment through integrated recovery and disposal.

**Introductory No.**

**Resolution No. 12**

Introduced by:

Seconded by:

**RE: APPROVAL OF REDUCED TIP FEE FOR THE VILLAGE OF NEWPORT FOR THE FORMER NEWPORT SCHOOL DEMOLITION/CLEAN-UP**

**WHEREAS,** the Authority Board of Directors adopted a Policy for Reduced Tip Fee Programs per Resolution No. 20 on December 21, 2020 to assist local municipalities and Oneida-Herkimer Counties with reduced tipping fees for Brownfield/Industrial Development projects; and

**WHEREAS,** the Village is working to redevelop and clean-up the former Newport School; and

**WHEREAS,** the Village of Newport will demolish the former Newport School building, estimated to generate 2,500 tons of debris, as part of the redevelopment plan; and

**WHEREAS,** the Village of Newport has submitted an Application for the Reduced Tip Fee Program for Brownfield Clean-Up/Industrial Development Agency Projects to the Authority for its consideration; and

**WHEREAS,** the Authority Executive Director and staff evaluated the application submitted by the Village of Newport and recommended approval by the Finance Committee; and

**WHEREAS,** the Finance Committee has reviewed the application submitted by the Village of Newport and is now recommending approval by the full Authority Board of Directors; now, therefore, be it

**RESOLVED,** that the Oneida-Herkimer Solid Waste Authority Board of Directors approves the Application for the Reduced Tip Fee Program for Clean-Up/Disposal of Demolition Debris at a rate of \$42.00 per ton resulting from the work at the former Newport School; and be it further

**RESOLVED,** that the Authority Board authorizes and directs the Executive Director to take all necessary action to assist the Village of Newport with its clean-up.

AYES\_\_\_ NAYS\_\_\_

Dated:

**BOARD OF DIRECTORS**

Kenneth A. Long  
*Chairman*

Vincent J. Bono  
*Vice Chairman*

Richard G. Redmond  
*Treasurer*

Steven R. Boucher

Robert Comis  
James M. D'Onofrio  
James A. Franco

Barbara Freeman  
Nancy A. Novak  
James M. Williams

Joshua J. Olbrys  
*Executive Director*

Jodi M. Tuttle  
*Authority Board Secretary*

**GET SOCIAL WITH  
THE AUTHORITY:**

