

Preserving the environment through integrated recovery and disposal.

## MEMORANDUM

**TO:** Authority Board of Directors

**FROM:** William A. Rabbia, Executive Director

**DATE:** September 4, 2015

**RE:** Meeting Notice & Tentative Agenda - Monday, September 21, 2015

1. Pledge of Allegiance
2. Approval of June 15, 2015 Authority Minutes
3. Public Comment Period
4. 2015 Budget Transfers – Resolution
5. NYSDEC Recycling Grant – Resolution
6. *Am I Recyclable?* – Educational Campaign
7. Organics Update
8. Other Updates:
  - 2016 Budget Timeline/Financial Plan
  - Regional Demolition Program
  - Villages of Dolgeville and Herkimer Collection Update
  - Regional Landfill – Landfill Gas System Improvements
  - Solar City
  - Recycling Center Addition
9. Motion to go into Executive Session to discuss pending litigation, contract negotiations and real property acquisition.

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**DRAFT**

**AUTHORITY MEETING MINUTES**  
**June 15, 2015**

Board Members Present: Chairman Neil Angell, Vincent Bono, James D’Onofrio, James Franco, Barbara Freeman, Nancy Novak and Jim Williams

Absent: Vice Chairman Ken Long, Treasurer Harry Hertline and Robert Roberts

Authority Staff Present: Bill Rabbia, Jodi Tuttle, Joe Artessa, Jim Biamonte, Patrick Donovan, David Lupinski, Andrew Opperman and Jamie Tuttle

Others Present: Kevin Martin, Esq.

Chairman Angell called the June 15, 2015 Authority Board meeting to order at 4:33 PM, and opened with the Pledge of Allegiance.

A motion was made by Ms. Freeman, seconded by Mr. Williams and passed to approve the May 18, 2015 Authority Minutes.

There were no speakers for public comment period.

Comptroller Pat Donovan provided an overview of the City of Utica Solid Waste Agreed Upon Procedures Report which highlights the amount of revenue collected through user fees and the sale of City blue bags; and expenses associated with the Utica Fund for the period April 1, 2014 through March 31, 2015, performed by SAXBST. Total revenues for the 12-month period were \$3,554,396, in comparison to \$3,430,213 for the period April 1, 2013 through March 31, 2014. Expenses were \$3,616,903, in comparison to \$3,483,232 during the same period. The overall deficit for the period April 1, 2014 through March 31, 2015 was \$62,507, compared to \$53,019 for the prior year. Mr. Donovan said that the City of Utica fund has sufficient cash within its fund to pay expenses. The Authority believes that the City of Utica can maintain its current fee structure for user fees and the price of the blue bags through the period ending March 31, 2017.

Ms. Freeman asked how Feher Rubbish Removal is performing with the collection of solid waste and recyclables within the City of Utica.

Executive Director Bill Rabbia said that the Authority continues to communicate with Feher on a regular basis. He said that the Authority has assessed some penalties to Feher over the years and that there have been some schedule issues, but overall Feher has been performing satisfactorily.

Mr. Donovan said that Resolution No. 10 would authorize budget transfers needed for unanticipated expenses to cover costs for temporary labor at the Recycling Center.

Resolution No. 10 was introduced by Mr. D’Onofrio, seconded by Mr. Bono and passed approving 2015 budget transfers.

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## **AUTHORITY MEETING MINUTES**

**June 15, 2015**

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Mr. Rabbia stated that Resolution No. 11 calls upon state-elected officials to amend the New York State Electronic Equipment Recycling & Reuse Act (the "Act") by making improvements and alleviating some of the financial burdens associated with the current Act. He said that this Authority has been accepting E-waste for over 15 years and has seen changes in the value/market for E-waste as well as increasing volumes. The Act included landfill bans for commercial E-waste in 2012, and residential E-waste in January 2015. Mr. Rabbia said that the Act has succeeded in significantly increasing electronics recovery and recycling in the state, but that the collection infrastructure is unstable and local governments/planning units are now faced with mounting fees in the absence of consistent manufacturer funding and limited markets for CRTs. Mr. Rabbia said that the Authority has been actively involved with the New York State Association for Solid Waste Management, New York State Association for Reduction, Reuse and Recycling and the Solid Waste Association of North America and has been participating in meetings with the New York State Department of Environmental Conservation and the New York State Product Stewardship Council to develop potential improvements in the Act. If adopted, the resolution (and a solution platform that lays out proposed improvements to the Act) would be sent to the Governor and elected officials, urging amendments be made to the Act to alleviate the immediate financial pressures.

Resolution No. 11 was introduced by Ms. Freeman, seconded by Mr. Franco and passed urging state representatives to amend the New York State Electronic Equipment Recycling and Reuse Act.

Solid Waste Engineer Andrew Opperman provided an update on the MRF [Recycling Center] warehouse construction and the Eastern Transfer Station improvements. Mr. Opperman said that the contractor, Beebe Construction, completed pile testing; the old scale at the Eastern Transfer Station was removed and concrete poured; excavation and placement of the stormwater structure outside the building has been completed; and the stormwater drain will soon be installed. The foundation wall concrete placement will be completed on June 17<sup>th</sup> and Beebe will begin taking down the concrete forms, excavating, placing tension beams and backfilling beginning June 22<sup>nd</sup>. Mr. Opperman said that the building frame has been ordered and should be delivered mid-July. The completion date built into the contract is October 1<sup>st</sup>.

Mr. Rabbia said that he has met with Village of Boonville Mayor Leffingwell, Trustee Satterly and the Department of Transportation to discuss transportation improvements at the Route 46/Route 294 intersection in the Village. Mr. Rabbia said that the Village of Boonville will be drafting a resolution conveying that the Village is no longer interested in pursuing a bypass, however, the Village is interested in other improvements. Mr. Rabbia said that he will be working with the Finance Committee related to negotiations with the Village regarding projects in lieu of the bypass, including the Dodge-Pratt/Erwin Library project.

Mr. Rabbia said that the Village of Herkimer has inquired about the Authority's regional demolition assistance program related to a condemned commercial building (formerly Glory Days) in the Village. Mr. Rabbia said that the Authority may be able to provide assistance if the material is abated. The Village has hired a contractor to demolish the building and is soliciting financial assistance on the demolition and disposal. Mr. Rabbia will keep the Board updated.

At 5:21 PM a motion was made by Mr. Bono, seconded by Mr. Williams and passed to go into executive session to discuss pending litigation and real property purchase.

At 5:23 PM a motion was made by Mr. Bono, seconded by Mr. Franco and passed to come out of executive session.

With no further business, a motion was made by Mr. D'Onofrio, seconded by Mr. Williams 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. 12**

Introduced by:

Seconded by:

**RE: 2015 BUDGET TRANSFERS**

**WHEREAS**, the Authority Board, by Resolution No. 21 of 2014 adopted the 2015 Operating and Capital Budget; and

**WHEREAS**, it has been determined that budget transfers are needed for unanticipated expenses as indicated below; and

**WHEREAS**, other expenses are lower than anticipated or revenue is more than anticipated and both are more than sufficient to cover the additional operating expense; now, therefore, be it hereby

**RESOLVED**, the following 2015 Budget Transfers are approved:

<u>From:</u> 601-8165	MRF – Salaries	\$40,000.00
<u>To:</u> 608-8165	MRF – Temporary Labor	\$40,000.00

Explanation: To Cover Additional Temp. Labor Costs – Sorter Positions Funded in Salaries but Utilizing Temp Agency.

<u>From:</u> 900-8175	RLF – Contingency	\$51,000.00
<u>To:</u> 651-8175	RLF – Auto Supplies	\$10,000.00
<u>To:</u> 652-8175	RLF – Auto Repairs	\$8,000.00
<u>To:</u> 693-8175	RLF-Maint./Service Contracts	\$8,000.00
<u>To:</u> 695-8175	RLF – Other Expenses	\$25,000.00

Explanation: To Cover Costs of Repairs to Equipment, Automotive Supplies, Additional Service Contracts and Stone for Road Paving at the RLF.

<u>From:</u> 900-8180	ETS – Contingency	\$4,000.00
<u>To:</u> 691-8180	ETS – Other Materials & Supplies	\$4,000.00

Explanation: To Cover Costs for Additional Materials and Supplies for the ETS.

<u>From:</u> 900-8186	HHW – Contingency	\$1,500.00
<u>To:</u> 691-8186	HHW – Other Materials and Supplies for HHW.	\$1,500.00

Explanation: To Cover Costs for Additional Materials and Supplies for HHW.

AYES\_\_ NAYS\_\_

Adopted by the following vote:

Dated:

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**Introductory No.**

**Resolution No. 13**

**RE: AUTHORIZING THE FILING OF AN APPLICATION FOR A STATE ASSISTANCE GRANT FOR A MUNICIPAL WASTE REDUCTION AND/OR RECYCLING PROJECT AND SIGNING OF THE MASTER GRANT CONTRACT, UNDER THE APPROPRIATE LAWS OF NEW YORK STATE**

**WHEREAS,** the State of New York provides financial aid for municipal waste reduction and municipal recycling projects; and

**WHEREAS,** the Oneida-Herkimer Solid Waste Management Authority, herein called the MUNICIPALITY, has examined and duly considered the applicable laws of the State of New York and the MUNICIPALITY deems it to be in the public interest and benefit to file an application under these laws; and

**WHEREAS,** it is necessary that a Master Grant Contract by and between THE PEOPLE OF THE STATE OF NEW YORK, herein called the STATE, and the MUNICIPALITY be executed for such STATE Assistance Grant; now, therefore, be it

**RESOLVED,** by the Oneida-Herkimer Solid Waste Management Authority Board of Directors

1. That the filing of an application in the form required by the State of New York in conformity with the applicable laws of the State of New York including all understanding and assurances contained in said application is hereby authorized.
2. That the Executive Director is directed and authorized as the official representative of the MUNICIPALITY to act in connection with the application and to provide such additional information as may be required and to sign the resulting contract if said application is approved by the STATE.
3. That the MUNICIPALITY agrees that it will fund its portion of the cost of said Municipal Waste Reduction and Recycling Project.
4. That this resolution shall take effect immediately.

Adopted by the following vote:

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

Dated:

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