

Preserving the environment through integrated recovery and disposal.

## MEMORANDUM

**TO:** Authority Board of Directors

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

**DATE:** November 4, 2016

**RE:** Meeting Notice & Tentative Agenda - Monday, November 21, 2016

1. Pledge of Allegiance
2. Approval of September 19, 2016 Authority Minutes
3. Public Hearing on Proposed 2017 Budget/Budget Presentation
4. Regular Comment Period
5. Regional Landfill Update – 10 Years of Operation
6. Investment Policy & Guidelines – Resolution
7. Fulton County Intergovernmental Agreement –Resolution
8. Project Updates:
  - Village of Mohawk Collection
  - Organics Processing Feasibility Study
  - Village of Boonville Project
  - Solar Array Project
9. Commendation of Landfill Facility Manager George James – Resolution
10. **Request a Motion to go into Executive Session to Discuss Personnel Matters**

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**DRAFT**

**AUTHORITY MEETING MINUTES**  
**September 19, 2016**

Board Members Present: Chairman Neil Angell, Vice Chairman Ken Long, Treasurer Harry Hertline, Vincent Bono, James D’Onofrio, James Franco, Barbara Freeman, Nancy Novak, Robert Roberts and Jim Williams

Authority Staff Present: William Rabbia, Jodi Tuttle, Emily Albright, Joe Artessa, Jim Biamonte, Patrick Donovan, Andrew Opperman and Jamie Tuttle

Others Present: Authority Counsel Kevin Martin

Chairman Angell called the September 19, 2016 Authority Board meeting to order at 4:28 PM, and opened with the Pledge of Allegiance.

A motion was made by Mr. Bono, seconded by Mr. Williams and passed to approve the June 20, 2016 Authority Minutes.

There were no speakers for public comment period.

Comptroller Pat Donovan said that Resolution No. 14 would authorize budget transfers to cover costs of temporary labor required at the Recycling Center and additional costs of automotive supplies for Eastern Transfer Station equipment.

Introductory No. 14 was introduced by Ms. Freeman, seconded by Mr. Franco and passed approving budget transfers for unanticipated expenses at the Recycling Center and Eastern Transfer Station.

Executive Director William Rabbia said that Resolution No. 15 would approve an agreement for transportation of solid waste to the Authority’s Regional Landfill. Pursuant to Section 120-w of the New York General Municipal Law, the Authority issued a draft RFP on April 20, 2016 with the final RFP released on July 6, 2016. Initial proposals were received on July 29, 2016. The Authority met with bidders during the first week of August. Based on discussion with the bidders, the Authority extended the deadline for final bids and responses to the Authority’s requests for information to August 12<sup>th</sup>. Four proposals were received. Mr. Rabbia highlighted proposals received from the current contractor, Fred Burrows Trucking and Excavating, LLC of Whitesboro; MBI of Syracuse; T.J. Allen Bulk Services, LLC of Newport; and Shue Brothers Excavating and Logging, Inc. of West Leyden. The lowest five-year projected cost proposal was submitted by Fred Burrows Trucking and Excavating, LLC, in the amount of \$8,896,400. Mr. Rabbia relayed that the Authority has maintained a good working relationship with Fred Burrows Trucking and Excavating over the years with no contractual issues. He noted that the proposed Agreement will not have a significant negative impact on the environment. The current contract with Fred Burrows Trucking and Excavating will expire on October 24, 2016. Discussion ensued.

Following discussion, Resolution No. 15 was introduced by Mr. Williams, seconded by Mr. Roberts and passed to approve and enter into a new Agreement with Fred Burrows Trucking and Excavating, LLC for a five-year period, commencing October 24, 2016; and directing the Executive Director to make all requisite filings for a negative declaration of environmental significance pursuant to 6NYCRR Part 617.

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## **AUTHORITY MEETING MINUTES**

**September 19, 2016**

Page 2

Solid Waste Engineer Andy Opperman updated the Board on capital projects currently underway at the Authority's Western Transfer Station, including construction of truck loading pit chutes and a new scale house; installation of new scales and overhead doors; and a lane extension on the east side of the Transfer Station. Mr. Opperman noted that the Route 46/294 intersection project improvements in the Village of Boonville are also nearing completion.

Mr. Rabbia reported that the Authority continues working with the New York State Association for Solid Waste Management (NYSASWM) and NYS Association of Counties (NYSAC) on the newly proposed NYSDEC Part 360 regulations. Formal comments on the draft regulations were submitted by both the Authority and the NYSASWM for consideration by NYSDEC prior to the September 13, 2016 deadline. Mr. Rabbia said that comments on the proposed regulations were extensive and concentrated on the proposed operation language; transfer station holding time; landfill gas collection requirements; alternative daily cover requirements; and new planning language. Mr. Rabbia said that the NYSDEC will provide regulatory updates on Part 360 at the upcoming NYSASWM Fall Conference in October.

Mr. Rabbia said that staff has been working with the Finance Committee on the proposed 2017 Authority budget. The Finance Committee will review the proposed budget and meet again in October. The proposed 2017 budget will be released to the public prior to November 1, 2016, as required by law. Mr. Rabbia stated that the proposed budget includes another tip fee reduction in 2017 while maintaining long-term rate stabilization. In the proposed fee schedule is a zero permit fee for contracted entities (i.e., municipalities and private haulers). However, the Authority would still administer the permit system and charge a permit fee for non-contracted entities.

In lieu of scheduling the public hearing on the proposed 2017 budget at the December 2016 Board meeting, Mr. Rabbia recommended the public hearing be held at the November 21<sup>st</sup> meeting of the Authority. The Board will vote on the proposed 2017 Authority Budget at the December 19<sup>th</sup> meeting.

A motion was made by Mr. Hertline, seconded by Mr. Williams and passed to set a public hearing on the proposed 2017 budget for November 21, 2016 at 4:30 PM.

Mr. Rabbia provided an update on the organics feasibility study. He stated that the Authority has been working with Barton & Loguidice (B&L) on reviewing some initial specs for equipment and also met with the Oneida County Sewer District a number of times related to potential rates associated with discharge of the organic material. Mr. Rabbia noted that the Authority did complete a CFA grant application for the study. The grant is for 50% of the capital expense to move forward with the project, based upon feasibility. B&L estimated a little over \$2.7 million for the equipment and the hook-up. Mr. Rabbia said that he will share the study with the Board as soon as it's finalized.

Mr. Rabbia relayed that he sent information to all municipalities in Oneida and Herkimer Counties, reminding them of the Authority's regional demolition program. Mr. Rabbia stated that this is the 10<sup>th</sup> year that the Authority is offering assistance through the program. Under the program, the Authority makes available a demolition crew and equipment to demolish abandoned structures owned by a municipality, during the months of December through March. The Authority does not charge for the demolition crew and equipment. However, the municipality would have to abate for asbestos and is required to pay for disposal of the demolition debris to be landfilled. Last year the Authority provided assistance to both Herkimer and Oneida Counties. MVCC is the only application thus far, for the upcoming season.

**AUTHORITY MEETING MINUTES**

**September 19, 2016**

Page 3

Mr. Rabbia relayed that Director of Recycling Emily Albright has put together a new bid spec for the Village of Mohawk, as its current collection contract expires in 2017. A legal notice was published and a pre-bid meeting will be held in the near future. Mohawk is looking at some of the options other municipalities considered, such as provisions for both garbage and recycling totes for all households in the Village. The Authority will assist the Village Board in analyzing the bids.

Mr. Rabbia reported that Solar City advised the Authority they worked out the interconnect with National Grid, but the Authority is not yet hooked up. Solar City was hopeful the interconnect could be completed before the end of the year. Mr. Rabbia noted that the Authority has not budgeted any type of savings from solar in the proposed 2017 budget.

At 5:15 PM, with no further business, a motion was made by Ms. Freeman, seconded by Mr. Williams and passed to adjourn the meeting.

Respectfully submitted,

Jodi M. Tuttle  
Authority Secretary

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**Introductory No.**

**Resolution No. 16**

Introduced by:

Seconded by:

**RE: APPROVAL OF INVESTMENT POLICY AND INVESTMENT GUIDELINES**

**WHEREAS,** the Authority Board of Directors adopted an Investment Policy with a comprehensive set of investment guidelines by Resolution No. 42 on August 20, 1990 in compliance with the requirements of the Public Authorities Law and the Authority's Bylaws; and

**WHEREAS,** these investment guidelines detail the Authority's operative policy and instructions to officers and staff regarding the investing, monitoring and reporting of funds of the Authority; and

**WHEREAS,** pursuant to the Public Authorities Accountability Act, this Investment Policy will be reviewed annually and from time to time the Authority may amend such Investment Guidelines; and

**WHEREAS,** the Board approved amendments to the Investment Policy by Resolution No. 13 on May 18, 2009, Resolution No. 12 on May 17, 2010 and Resolution No. 24 on November 21, 2011; and

**WHEREAS,** the Authority's Finance Committee has reviewed the existing Investment Policy and Investment Guidelines and is recommending no modifications be made to the Investment Policy and Investment Guidelines at this time; now, therefore, be it

**RESOLVED,** that the Authority approves the attached Investment Policy and Investment Guidelines without modification.

Adopted by the following vote:

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

Dated:

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**Introductory No.**

**Resolution No. 17**

Introduced by:

Seconded by:

**RE: APPROVAL OF INTERGOVERNMENTAL AGREEMENT WITH FULTON COUNTY FOR PROCESSING AND MARKETING OF RECYCLABLES**

**WHEREAS,** the Authority has invested in a state-of-the-art single stream processing facility to process recyclables from Oneida and Herkimer Counties; and

**WHEREAS,** the Authority has proven it has excess capacity which will allow more recyclables to be processed within its fixed operating labor; and

**WHEREAS,** the Authority is authorized under its enabling legislation, to take out-of-region recyclables; and

**WHEREAS,** the Authority has taken out-of-region recyclables while charging a fee to cover the cost of processing such recyclables; and

**WHEREAS,** Fulton County is interested in formulating an intergovernmental agreement with the Authority for the processing and marketing of recyclable material collected and delivered by Fulton County to the Authority; now, therefore, be it

**RESOLVED,** that the Authority Board authorizes and directs the Executive Director and Authority Counsel to take all necessary actions to finalize an intergovernmental agreement with Fulton County.

Adopted by the following vote:

AYES\_\_ NAYS\_\_

Dated:

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**Introductory No.**

**Resolution No. 18**

Introduced by:

Seconded by:

**RE: COMMENDING THE SERVICE OF AUTHORITY EMPLOYEE GEORGE JAMES**

**WHEREAS,** George James has served as the first Operations & Landfill Facility Manager for the Oneida-Herkimer Solid Waste Authority and was instrumental throughout the siting, construction, and maintenance and operation of the Regional Landfill which opened in October 2006; and

**WHEREAS,** prior to the opening of the Regional Landfill, Mr. James served as Manager of the former Oneida County Energy Recovery Facility and Supervisor of the Ash Landfill from 1986 until closure of those facilities; and

**WHEREAS,** Mr. James has demonstrated the highest levels of commitment, professional development and dedication throughout his tenure; now, therefore, be it hereby

**RESOLVED,** that the Oneida-Herkimer Solid Waste Management Authority Board of Directors hereby congratulates and recognizes the exceptional hard work, dedication and numerous accomplishments by George James during his years of service to the Authority, its staff and the residents of Oneida and Herkimer Counties, and extends the highest level of appreciation and commendation.

Adopted by the following vote:

AYES\_\_ NAYS\_\_

Dated:

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