

Preserving the environment through integrated recovery and disposal.

**MEMORANDUM**

**TO:** Elected Officials, Investors, Contractors and Interested Individuals  
**FROM:** William A. Rabbia, Executive Director  
**DATE:** December 21, 2017  
**RE:** Adopted 2018 Budget

On December 18, 2017, the Oneida-Herkimer Solid Waste Authority adopted the proposed 2018 budget and rate schedule. The adopted 2018 budget summary and rate schedule are posted on the Authority’s website at [www.ohswa.org](http://www.ohswa.org).

**Highlights of the Authority’s Adopted Budget and Rates for 2018 include:**

- The Authority will maintain rates charged in 2017 and reduce the following rates for 2018:

	<u>2017 Rate</u>	<u>2018 Rate</u>
Municipal Solid Waste (MSW), Sludge	\$64/ton	\$62/ton

- The adopted 2018 tipping fees remain lower than tipping fees in 1992.
- The Authority will waive the permit fee for haulers, businesses and municipalities for the second consecutive year.
- Oneida-Herkimer recyclables will be accepted at no charge for the 27<sup>th</sup> consecutive year.
- The Authority receives no funding from the Counties. 2018 will mark the 30<sup>th</sup> consecutive year of a financially self-sufficient and stable operation.
- The adopted budget includes continued revenue from the landfill gas to energy facility at the Regional Landfill and out of County recyclables’ processing fees.
- Electronics Waste (E-Waste) will continue to be accepted for recycling at no charge.
- The adopted budget reflects reduced Debt Service based upon defeasance of the Authority’s 2007 bonds.
- In 2018, landfill reserve accounts (established in 2006) will be continued to insure there will not need to be additional future borrowing for the landfill. In 2018, the Authority plans to use nearly \$4 million for cell construction, equipment, vehicles and expansion of our gas collection system.
- The Authority will continue to invest in capital assets at its other facilities with approximately \$3.5 million targeted for equipment, vehicles and facility improvements.
- The adopted Capital Plan includes design, procurement and installation of a source separated organics processing facility which will allow food waste to be diverted from the Landfill.
- The Authority manages the waste and recyclables collection systems for the City of Utica and the Villages of Ilion, Frankfort, Mohawk, Herkimer and Dolgeville. The Authority currently maintains a separate accounting system for each municipality.

If you would like more information on the budget, or if you have any questions please feel free to call (315)733-1224.

WAR/jmt

**BOARD OF DIRECTORS**

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*Executive Director*  
  
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*Authority Board Secretary*

Preserving the environment through integrated recovery and disposal.

**Introductory No. 19**

Introduced by: Mr. Hertline  
Seconded by: Mr. Bono

**Resolution No. 20**

**RE: APPROVAL OF 2018 ONEIDA-HERKIMER SOLID WASTE MANAGEMENT AUTHORITY BUDGET, 2018 RATE SCHEDULE, AND THE SOLID WASTE COLLECTION AND DISPOSAL PERMIT RULES AND REGULATIONS**

**WHEREAS,** the Authority commenced the budget preparation process in August; and

**WHEREAS,** the Finance Committee of the Board of Directors reviewed financial information, revenue estimates, and expenditure requests and the Committee evaluated alternatives and compiled a proposed budget for 2018; and

**WHEREAS,** the proposed budget for the Oneida-Herkimer Solid Waste Management Authority for 2018 was distributed on October 27, 2017 in conformance with the Public Authorities Accountability Act, the Authority statute and bylaws; and

**WHEREAS,** the proposed budget has been available for public comment since October 27, 2017 and it was also the subject of a public briefing at the Authority meeting on November 20, 2017; and

**WHEREAS,** a public hearing was held on November 20, 2017 to receive and consider public comment on the proposed budget; and

**WHEREAS,** all other provisions of the Public Authorities Accountability Act, Authority Statute and Bylaws were met with respect to the proposed budget; and

**WHEREAS,** the proposed budget for the Authority covers the revenues and expenditures for the Administrative function, the Western Transfer Station, the Eastern Transfer Station, the Green Waste Compost Facility, the Recycling Center, the Household Hazardous Waste Facility, Debt Service, the Regional Landfill Facility, the Utica collection function, the Ilion collection function, the Frankfort collection function, the Mohawk collection function, the Dolgeville collection function and the Herkimer collection function; and

**WHEREAS,** the Authority is continuing a system of fees and charges which meet all its obligations and support its functions and also provide direct economic incentives to maximize recycling; and

**WHEREAS,** Patrick Donovan has retired from the position of Authority Comptroller; and

**Introductory No. 19**

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**WHEREAS,** Joseph Artessa has served as the Authority's Principal Accounting Supervisor since December 17, 2012 and has proven himself to be effective in this position while performing his duties in a professional manner and the Authority now wishes to appoint Mr. Artessa to the position of Comptroller; and

**WHEREAS,** the proposed budget includes funding to retain Patrick Donovan, for consulting services relating to the Authority's cost accounting, financial statements, general ledger, payroll, accounts payable, accounts receivable, budgeting, tax compliance, and various special analyses as needed relating to the finances of the Authority; now, therefore be it

**RESOLVED,** that the Board hereby appoints Joseph Artessa to the position of Comptroller, effective December 18, 2017, and the Board authorizes the Executive Director to negotiate an employment agreement with Joseph Artessa, which will be approved by the Treasurer following review with the Finance Committee, and further authorizes the Chairman to sign such employment agreement with Joseph Artessa and to take all other action necessary to complete this appointment; and be it further

**RESOLVED,** that the Board authorizes the Executive Director to and enter into a Professional Services Agreement with Patrick Donovan and to take any action necessary to execute the Agreement; and be it further

**RESOLVED,** that the Authority hereby adopts the 2018 budget as attached; and be it further

**RESOLVED,** the attached schedule of charges be adopted for Authority Services for 2018; and be it further

**RESOLVED,** that the Authority hereby approves the Solid Waste Collection and Disposal Permit Rules and Regulations as attached; and be it further

**RESOLVED,** that the Authority reserves the right to establish or amend fees, as it may deem necessary, at a later date.

Adopted by the following vote:

AYES\_10\_ NAYS\_0\_

Dated: December 18, 2017



The  
**Authority**  
ONEIDA-HERKIMER SOLID WASTE AUTHORITY

**2018**

**ADOPTED BUDGET**

2018 ADOPTED FEE SCHEDULE WASTE CLASS	CONTRACT PERMITTED HAULER RATE PER TON OR RATE PER ITEM	NON-CONTRACT PERMITTED HAULER RATE PER TON OR RATE PER ITEM	RESIDENT RATE PER TON OR RATE PER ITEM
Municipal Solid Waste (MSW) [Non-Recyclable Waste]	\$62.00	\$115.00	\$62.00
Local Solid Waste (LSW) [Non-Recyclable Waste]	\$52.00	N/A	N/A
Sludge	\$62.00	\$115.00	N/A
Construction & Demolition (C&D)	\$58.00	\$115.00	\$58.00
C&D Trucking & Disposal Roll-Off	\$73.00	N/A	N/A
C&D Trucking & Disposal Trailer	\$58.00	N/A	N/A
C&D - Trailer Direct Haul	\$50.00	N/A	N/A
Waste Mixed with 25% Recyclables	\$124.00	\$230.00	\$124.00
Select C&D (Clean Fill Only i.e., asphalt, concrete, brick and stone)	\$25.00	N/A	\$25.00
Clean Wood Pallets	\$15.00	\$15.00	\$15.00
Direct Haul Special Waste	\$55.00	\$87.00	N/A
Direct Haul Asbestos (1 ton minimum up to 4,000 tons)	\$80.00	\$159.00	N/A
Direct Haul Bulk Asbestos (> 4,000 tons per year to 8,000 tons per year)	\$70.00	\$159.00	N/A
Direct Haul Bulk Asbestos (> 8,000 tons per year)	\$60.00	\$159.00	N/A
ADC/Contaminated Soil – Regional Landfill Cover	\$15-\$30	N/A	N/A
Single Stream Recyclables(Oneida & Herkimer County)	\$0.00	\$49.00	\$0.00
Out of Region Single Stream Recyclables (Prior Authorization Needed)	TBD	N/A	N/A
Recyclables Mixed with Unacceptable Material	\$62.00	\$115.00	\$62.00
Green Waste/Wood Chip Disposal	\$15.00	\$18.50	\$5.00 Flat Fee P/U Truck
Green Waste/Wood Chip Disposal - Minimum Charge	\$5.00	\$5.00	\$5.00
Bagged Compost Out	N/A	N/A	\$2.00 Per Bag or 3 Bags for \$5.00
Bulk Compost Out - Large P/U Truck [3 buckets] (we load)	N/A	N/A	\$20.00 Flat Fee
Bulk Compost Out - Small P/U Truck [up to 2 buckets] (we load)	N/A	N/A	\$15.00 Flat Fee
Bulk Compost Out - Less than 100 yd. (we load)	N/A	N/A	\$15.00 Per Yard
Bulk Compost Out - Greater than 100 yd. (we load)	N/A	N/A	\$12.00 Per Yard - By Appointment Only
Bulk Compost Out - Greater than 500 yards per year (we load)	N/A	N/A	\$10.00 Per Yard
Stumps, Root Balls & Oversized Limbs	\$15.00	\$18.50	N/A
Tires up to 20" (Per Tire)	\$2.50	\$3.00	\$2.50
Tires Bulk	\$190.00	\$235.00	\$190.00
Tires on a Rim Add for Each	\$2.00	\$2.00	\$2.00
Household White Goods (i.e. Washers) Per Item	\$0.00	\$0.00	\$0.00
Household Items w/CFCs (i.e. Freezers) Per Item	\$10.00	\$15.00	\$10.00
35-Gallon Bag of MSW	N/A	N/A	\$2.00
One Bulk Item (i.e. Chair/Sofa/Table)	N/A	N/A	\$5.00
Minimum Load Charge - MSW 0 to 250 lbs.	\$7.75 Flat Fee	\$15.00 Flat Fee	\$7.75 Flat Fee
Minimum Load Charge - MSW 251 to 500 lbs.	\$15.50 Flat Fee	\$28.75 Flat Fee	\$15.50 Flat Fee
Minimum Load Charge - MSW 501 to 750 lbs.	\$23.25 Flat Fee	\$43.25 Flat Fee	\$23.25 Flat Fee
Minimum Load Charge - MSW 751 to 1,000 lbs.	\$31.00 Flat Fee	\$57.50 Flat Fee	\$31.00 Flat Fee
Minimum Load Charge - LSW 0 to 250 lbs.	\$6.50 Flat Fee	N/A	N/A
Minimum Load Charge - LSW 251 to 500 lbs.	\$13.00 Flat Fee	N/A	N/A
Minimum Load Charge - LSW 501 to 750 lbs.	\$19.50 Flat Fee	N/A	N/A
Minimum Load Charge - LSW 751 to 1,000 lbs.	\$26.00 Flat Fee	N/A	N/A
Minimum Load Charge - C & D 0 to 250 lbs.	\$7.25 Flat Fee	\$15.00 Flat Fee	\$7.25 Flat Fee
Minimum Load Charge - C & D 251 to 500 lbs.	\$14.50 Flat Fee	\$28.75 Flat Fee	\$14.50 Flat Fee
Minimum Load Charge - C & D 501 to 750 lbs.	\$21.75 Flat Fee	\$43.25 Flat Fee	\$21.75 Flat Fee
Minimum Load Charge - C & D 751 to 1,000 lbs.	\$29.00 Flat Fee	\$57.50 Flat Fee	\$29.00 Flat Fee
Penalty for Untarped Loads	\$10.00	\$10.00	\$10.00
Manually Removing Frozen Loads	\$0.00	\$25.00	N/A
Vehicle Weight Fee	\$5.00	\$10.00	\$5.00
MSW = Municipal Solid Waste (Non-Recyclable Waste) LSW = Local Solid Waste (Non-Recyclable Waste) ADC = Alternate Daily Cover C&D = Construction & Demolition Debris T&D = Trucking & Disposal N/A = Non-Applicable TBD = To Be Determined			

**ADOPTED 2018 AUTHORITY REVENUES**

<b>CATEGORY</b>	<b>2016 ACTUAL</b>	<b>2017 SIX MONTHS ACTUAL</b>	<b>2017 AMENDED BUDGET</b>	<b>2018 ADOPTED BUDGET</b>
System Tipping Fee (STF)	\$16,895,155	\$8,081,252	\$14,964,700	\$15,018,300
Sale of Recyclables	\$2,051,046	\$1,359,431	\$2,050,000	\$2,575,000
Recyclable Processing Fees	\$570,065	\$383,239	\$583,000	\$755,000
Compost Tipping Fees	\$148,764	\$54,821	\$125,000	\$125,000
Interest Earnings	\$766,977	\$152,584	\$235,000	\$295,000
Recycling Fees-Tires	\$106,242	\$58,047	\$112,000	\$112,000
Department Transfers	\$75,000	\$37,500	\$75,000	\$75,000
HHW Grant/Recycling Grant	\$81,741	\$65,613	\$75,000	\$1,805,000
CESQG Fees	\$46,186	\$17,910	\$40,000	\$37,000
Sale of Equipment	\$16,218	\$87,277	\$15,300	\$65,000
Discounts	(\$11,178)	(\$5,674)	(\$13,000)	(\$13,000)
Penalties	\$5,718	\$3,177	\$2,000	\$2,000
Permits	\$3,150	(\$80)	\$0	\$0
Sale of Compost/Grinding	\$85,648	\$48,652	\$95,000	\$95,000
Miscellaneous Income	\$67,720	\$29,278	\$56,000	\$56,700
Landfill Gas Revenues	\$352,150	\$157,490	\$350,000	\$310,000
Sale of Carbon Credits	\$241,272	\$120,000	\$0	\$270,000
Electronics Recycling	\$2,787	\$0	\$0	\$0
<b>Subtotal</b>	<b>\$21,504,661</b>	<b>\$10,650,517</b>	<b>\$18,765,000</b>	<b>\$21,583,000</b>

**ADOPTED 2018 LOCAL GOVERNMENT REVENUES**

<b>CATEGORY</b>	<b>2016 ACTUAL</b>	<b>2017 SIX MONTHS ACTUAL</b>	<b>2017 AMENDED BUDGET</b>	<b>2018 ADOPTED BUDGET</b>
Toter Revenue	\$695,761	\$360,003	\$687,400	\$713,500
Sale of Bags	\$2,012,880	\$994,946	\$2,009,500	\$2,189,750
User Fees	\$2,108,430	\$1,068,555	\$2,065,000	\$2,255,000
Interest Earnings	\$2,894	\$1,214	\$3,250	\$2,750
Penalties	\$53,354	\$33,107	\$45,000	\$50,000
Miscellaneous Income	\$5,665	\$1,779	\$56,850	\$3,000
<b>Subtotal</b>	<b>\$4,878,984</b>	<b>\$2,459,604</b>	<b>\$4,867,000</b>	<b>\$5,214,000</b>
<b>TOTAL REVENUES</b>	<b>\$26,383,645</b>	<b>\$13,110,121</b>	<b>\$23,632,000</b>	<b>\$26,797,000</b>

**2018 PROJECTED TONNAGE**

Waste Class	2015 Actual Tons	2016 Actual Tons	2017 Projected Tons	2017 Adopted Rates	2017 Budgeted Revenue	2017 Actual Tons 6 months	2017 Revenue 6 Mo.	2018 Projected Tons	2018 Adopted Rates	2018 Budgeted Revenue
MSW	155,022	156,065	155,000	\$64.00	\$9,920,000	78,295	\$5,078,893	156,000	\$62.00	\$9,672,000
C&D	47,445	48,168	45,000	\$58.00	\$2,610,000	24,276	\$1,438,705	47,000	\$58.00	\$2,726,000
C&D/T&D Trailer	913	1,262	1,000	\$58.00	\$58,000	1,718	\$99,654	1,000	\$58.00	\$58,000
C&D/ Trailer Direct	432	180	500	\$50.00	\$25,000	176	\$8,828	500	\$50.00	\$25,000
C&D/T&D Roll-off	223	0	300	\$73.00	\$21,900	0	\$0	300	\$73.00	\$21,900
Direct Haul Special	3,122	2,655	3,000	\$55.00	\$165,000	1,240	\$68,192	3,000	\$55.00	\$165,000
Local Waste	6,995	6,953	6,700	\$54.00	\$361,800	3,124	\$167,418	6,700	\$52.00	\$348,400
Sludge	11,763	10,903	9,500	\$64.00	\$608,000	5,870	\$363,634	11,000	\$62.00	\$682,000
Asbestos	6,574	5,235	4,000	\$80.00	\$320,000	2,400	\$193,002	4,000	\$80.00	\$320,000
ADC/Cover****	54,983	71,992	35,000	\$15 - \$30	\$875,000	24,365	\$614,735	40,000	\$15 - \$30	\$1,000,000
<b>TOTAL</b>	<b>287,472</b>	<b>303,413</b>	<b>260,000</b>	<b>----</b>	<b>\$14,964,700</b>	<b>141,464</b>	<b>\$8,033,061</b>	<b>269,500</b>	<b>----</b>	<b>\$15,018,300</b>

\*\*\*\* Revenue is estimated at \$25 per ton for 2017 and 2018

**ADOPTED 2018 AUTHORITY EXPENSES**

<b>CATEGORY</b>	<b>2016 ACTUAL</b>	<b>2017 SIX MONTHS ACTUAL</b>	<b>2017 AMENDED BUDGET</b>	<b>2018 ADOPTED BUDGET</b>
Salaries & Wages	\$3,424,389	\$1,750,211	\$3,613,766	\$3,780,156
Overtime/Shift Differential	\$267,312	\$170,991	\$288,450	\$326,450
Other Fees & Services	\$802,806	\$392,629	\$778,000	\$727,000
Temporary Labor	\$105,655	\$74,178	\$85,500	\$56,500
Office Equipment & Supplies	\$21,434	\$9,938	\$25,950	\$23,700
Insurance	\$169,631	\$84,517	\$170,000	\$172,026
Rent/Lease of Equipment	\$24,290	\$14,492	\$30,250	\$16,550
Utilities	\$222,763	\$113,630	\$248,700	\$241,800
Telephone	\$46,205	\$23,744	\$50,000	\$51,000
Postage/Shipping	\$5,673	\$3,629	\$9,000	\$7,800
Training	\$8,076	\$4,706	\$11,500	\$11,000
Public Information	\$48,993	\$55,401	\$70,000	\$70,000
Uniforms & Safety	\$40,352	\$26,413	\$44,500	\$46,500
Auto Supplies/Repairs	\$184,375	\$102,232	\$204,200	\$198,500
Travel	\$20,806	\$11,392	\$19,500	\$21,000
Gas & Oil	\$493,012	\$314,551	\$790,500	\$788,500
Materials & Supplies	\$208,008	\$153,683	\$265,000	\$271,000
Maintenance Service Contracts	\$233,513	\$115,937	\$226,500	\$231,500
Transportation	\$2,415,607	\$1,187,296	\$2,131,650	\$2,166,050
Disposal Fees	\$377,480	\$309,927	\$445,000	\$490,000
Host Community Fee	\$1,414,438	\$297,128	\$701,000	\$709,000
Other Expenses	\$242,921	\$115,668	\$197,000	\$203,000
Retirement	\$758,345	\$273,127	\$546,254	\$570,904
Social Security	\$264,635	\$139,434	\$302,338	\$314,149
Workers Compensation	\$118,315	\$64,653	\$129,305	\$152,997
Unemployment	\$0	\$0	\$0	\$0
Health Insurance	\$779,030	\$442,413	\$890,647	\$1,020,280
GASB 45 Contribution	\$187,687	\$82,500	\$195,500	\$195,500
Debt Service	\$972,246	\$389,414	\$3,355,977	\$3,000,545
Capital Projects	\$0	\$0	\$714,500	\$3,470,000
Depreciation	\$3,732,255	\$1,787,170	\$0	\$0
Transfers to Other Departments	\$12,000	\$6,000	\$12,000	\$12,000
Trustee Fees	\$6,750	\$2,750	\$10,000	\$5,000
Reserves	\$66,332	\$0	\$2,050,000	\$2,050,000
Contingency	\$0	\$0	\$152,513	\$182,593
<b>TOTAL EXPENSES</b>	<b>\$17,675,335</b>	<b>\$8,519,753</b>	<b>\$18,765,000</b>	<b>\$21,583,000</b>



**ADOPTED 2018 LOCAL GOVERNMENT EXPENSES**

<b>CATEGORY</b>	<b>2016 ACTUAL</b>	<b>2017 SIX MONTHS ACTUAL</b>	<b>2017 AMENDED BUDGET</b>	<b>2018 ADOPTED BUDGET</b>
Salaries & Wages	\$184,253	\$94,792	\$188,790	\$173,837
Overtime/Shift Differential	\$14,846	\$8,381	\$15,000	\$16,500
Other Fees & Services	\$291,336	\$149,450	\$330,500	\$306,600
Temporary Labor	\$0	\$0	\$0	\$0
Office Equipment & Supplies	\$1,313	\$593	\$1,100	\$1,400
Insurance	\$9,994	\$5,361	\$10,000	\$10,000
Rent/Lease of Equipment	\$47,122	\$24,368	\$48,500	\$50,100
Utilities	\$0	\$0	\$0	\$0
Telephone	\$686	\$273	\$800	\$800
Postage/Shipping	\$15,514	\$10,749	\$16,300	\$15,750
Training	\$0	\$300	\$500	\$500
Uniforms & Safety	\$1,457	\$1,399	\$2,500	\$2,500
Auto Supplies/Repairs	\$1,104	\$2,488	\$1,500	\$2,000
Travel	\$0	\$0	\$0	\$0
Gas & Oil	\$5,915	\$3,202	\$6,500	\$6,500
Materials & Supplies	\$449	\$629	\$0	\$0
Maintenance Service Contracts	\$4,427	\$723	\$5,000	\$2,400
Transportation	\$0	\$0	\$0	\$0
Disposal Fees	\$1,583,074	\$742,795	\$1,494,690	\$1,511,335
Collection Fees	\$2,238,063	\$1,120,684	\$2,288,304	\$2,663,523
Other Expenses	\$30,975	\$17,303	\$34,000	\$35,000
Retirement	\$43,617	\$15,708	\$31,416	\$32,975
Social Security	\$14,501	\$7,328	\$15,590	\$14,561
Workers Compensation	\$6,113	\$3,332	\$6,663	\$7,036
Health Insurance	\$37,612	\$23,559	\$41,296	\$48,046
Debt Service	\$0	\$0	\$0	\$0
Capital Projects	\$0	\$0	\$34,000	\$0
Depreciation	\$32,277	\$17,672	\$0	\$0
GASB 45	\$26,812	\$14,250	\$28,500	\$29,500
Contingency	\$0	\$0	\$36,551	\$49,839
Transfers to Other Departments	\$35,000	\$17,500	\$35,000	\$35,000
Bad Debt	\$197,534	\$98,983	\$194,000	\$198,300
<b>TOTAL EXPENSES</b>	<b>\$4,823,993</b>	<b>\$2,381,822</b>	<b>\$4,867,000</b>	<b>\$5,214,000</b>