

APPROVED

**AUTHORITY MEETING MINUTES
December 18, 2017**

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

Authority Staff Present: Bill Rabbia, Jodi Tuttle, Emily Albright, Joe Artessa, Jim Biamonte, Pat Lisandrelli, Andy Opperman and Bill Schrader

Others Present: Kevin Martin, Esq.; MetLife Director of Operations Dave Liddy and representatives from Cushman & Wakefield, Ron Porter, Stef Ferris and Terry Westcott

Chairman Long called the December 18, 2017 Authority meeting to order at 4:34 PM and opened with the Pledge of Allegiance.

A motion was made by Mr. Williams, seconded by Mr. Roberts and passed to approve the November 20, 2017 Authority Minutes.

There were no speakers for public comment period.

Executive Director Bill Rabbia said that Resolution No. 20 would approve the Authority’s proposed 2018 budget that was reviewed at the Public Hearing and briefing on November 20th; authorize the Executive Director to enter into a Professional Services Agreement with Patrick Donovan for consulting services related to the finances of the Authority; appoint Joseph Artessa to the position of Authority Comptroller and authorize the Executive Director to negotiate and Chairman to sign such agreements; and approve the Solid Waste Collection and Disposal Permit Rules and Regulations and proposed 2018 rate schedule.

Resolution No. 20 was introduced by Mr. Hertline, seconded by Mr. Bono and unanimously adopted approving the Authority’s proposed 2018 budget; authorizing the Executive Director to enter into a Professional Services Agreement with Patrick Donovan for consulting services related to the finances of the Authority; appointing Joseph Artessa to the position of Authority Comptroller and authorizing the Executive Director to negotiate and Chairman to sign such agreements; and approving the Solid Waste Collection and Disposal Permit Rules and Regulations and proposed 2018 rate schedule.

Director of Recycling Emily Albright stated that the Authority annually recognizes individuals, institutions or industries that have taken the initiative to reduce their solid waste stream through reduction, recycling and proper disposal. This year, the Authority is honoring MetLife as 2017 Recycling Champion. Ms. Albright said that MetLife continues to be an advocate for the environment through its solid waste reduction, recycling and energy conservation program. She said that MetLife has focused on reducing the company’s environmental footprint and ensuring a healthy planet for generations to come and that they continuously strive to divert waste from landfills through a combination of waste reduction, recycling and reuse initiatives. Ms. Albright said that MetLife is very deserving of this award. She said that the Oriskany location has does an excellent job to ensure that all staff are aware of and familiar with all company waste reduction programs, policies, and objectives.

AUTHORITY MEETING MINUTES

December 18, 2017

Page 2

Ms. Albright introduced MetLife Director of Operations Dave Liddy and representatives from Cushman & Wakefield, Ron Porter, Stef Ferris and Terry Westcott who were present for the recognition.

Resolution No. 19 was introduced by Mr. Angell, seconded by Mr. Hertline and passed commending MetLife as 2017 Recycling Champion. Mr. Liddy thanked the Authority and was presented with the Authority's 2017 Recycling Champion Award.

Comptroller Joe Artessa said that Resolution No. 21 would authorize budget transfers needed for unanticipated expenses to cover temporary labor and/or overtime costs at the Recycling Center, Eastern Transfer Station and Green Waste Compost facility; automotive supplies for the Recycling Center and Eastern Transfer Station; Regional Landfill operating expenses and final costs for the Route 294 improvement project; and additional costs at the Household Hazardous Waste Facility for disposal of televisions.

Resolution No. 21 was introduced by Mr. Franco, seconded by Mr. Williams and passed approving 2017 budget transfers.

Mr. Rabbia said that Resolution No. 22 would extend the Solid Waste Management Agreement and addendum for an additional 10-year period, under the current conditions. The current Agreement is set to expire on December 31, 2017. Mr. Rabbia said that the Authority and the City of Rome originally entered into a Solid Waste Management Agreement in December 2000, wherein the Authority would provide solid waste management and disposal services to the City and the City would deliver all solid waste generated and collected within the City to the Authority. The Agreement also allowed the Authority to deliver leachate generated at the Authority's Ash Landfill to the City's wastewater treatment facility at a discounted rate. In return, the Authority agreed to haul Rome's sludge and pay a host community benefit of \$1 per ton for all non-recyclable waste delivered to the Authority's Western Transfer Station. Mr. Rabbia said that the Authority and Rome entered into an Extension of the Agreement in December 2008 and executed an addendum to the Agreement in December 2009 to include a discounted leachate treatment rate for leachate from the Regional Landfill. The Authority currently sends approximately 50% of Regional Landfill leachate to Rome. Mr. Rabbia noted that the Agreement would allow both the Authority and the City to reconsider fees charged, with proper notice.

Resolution No. 22 was introduced by Mr. Hertline, seconded by Ms. Freeman and passed to extend the Solid Waste Management Agreement with the City of Rome, effective January 1, 2018 through December 31, 2027.

Mr. Rabbia said that Resolutions No. 23, No. 24 and No. 25 would update signatories to include Comptroller Artessa on the accounts that the Authority currently has with the Bank of New York Mellon, Bank of Utica and Keybank Capital Markets, respectively.

Resolutions No. 23, No. 24 and No. 25 were introduced by Mr. Bono, seconded by Mr. D'Onofrio and passed updating signatories in connection with corporate transactions and accounts with the Bank of New York Mellon; Bank of Utica; and Keybank Capital Markets, respectively.

Mr. Rabbia said that Resolution No. 26 would authorize another one-year agreement for bird and nuisance wildlife management at Authority facilities with the U.S. Department of Agriculture (USDA) Animal and Plant Health Inspection Service (APHIS) Wildlife Services (WS).

Resolution No. 26 was introduced by Mr. D'Onofrio, seconded by Ms. Novak and passed awarding a one-year intergovernmental agreement to USDA-APHIS-WS for nuisance wildlife management.

AUTHORITY MEETING MINUTES

December 18, 2017

Page 3

Chairman Long asked Mr. Rabbia to explain the three resolutions for Professional Services Agreements before the Board.

Mr. Rabbia said that Resolution No. 27 would approve a Professional Services Agreement with the public relations firm, Trainor Associates. Mr. Rabbia said that the Authority has worked with Trainor Associates since 2010 to improve public information including social media marketing, educational endeavors and upgrading the Authority's website. He stated that this is a two-year agreement, with two one-year extensions. Trainor would be required to request and receive written authorization from the Authority before proceeding with any additional work and that the charges for any work would be within parameters set forth in the Authority's annual budget.

Mr. Rabbia said that Resolution No. 28 would approve a Professional Services Agreement with Total Solutions, Inc. Mr. Rabbia said that Total Solutions is basically the Authority's IT department. Total Solutions has provided comprehensive IT management, including third-party vendor interface, hosted exchange email service, managing antivirus and cloud back-up, and web filtering services since 2010. Total Solutions would be required to request and receive written authorization from the Authority before proceeding with any additional work and that the work would be within the parameters set forth in the Authority's annual budget.

Mr. Rabbia said that Resolution No. 29 would approve a Professional Services Agreement with Barton & Loguidice, P.C. (B&L), consulting engineers. Mr. Rabbia said that the Authority has utilized B&L over the years, including providing engineering services for the planning, design and construction of the Regional Landfill. He said that there are continuing requirements for environmental monitoring, reporting and permit compliance which require engineering services.

Chairman Long asked for a motion to introduce Resolutions No. 27, 28 and 29, respectively.

Mr. Roberts said that he would like to go on record for abstaining from the vote.

A motion was made by Mr. Bono, seconded by Mr. Franco and passed to approve a Professional Services Agreement with Trainor Associates; a Professional Services Agreement with Total Solutions, Inc.; and a Professional Services Agreement with Barton & Loguidice, P.C., Consulting Engineers.

Mr. Rabbia said that Resolution No. 30 would authorize and direct the Authority to enter into a contract with RRT Design and Construction (RRT) for the design, procurement and installation of a source separated organics processing facility. In May 2017, the Board issued a draft Request For Proposals under 120-w for entering into an agreement for the SSOP facility to be built adjacent to the Authority's Eastern Transfer Station (Utica). A final RFP was released in August 2017, with one joint proposal received from RRT and the Authority's consulting engineer, B&L. An extensive evaluation of RRT's proposal, including meeting with the respondent and contacting references was conducted. Mr. Rabbia is recommending award to RRT and noted that RRT constructed the Authority's single stream processing facility and has experience with design and construction of a source separated organics processing facility. Approximately 50% of the amount budgeted for this project (\$3.4 million) would be covered under a Climate Smart Grant and other grants.

Resolution No. 30 was introduced by Mr. D'Onofrio, seconded by Mr. Roberts and passed authorizing and directing the Executive Director and Authority Counsel to enter into a contract with RRT Design and Construction for the design, procurement, and installation of a source separated organics processing facility.

AUTHORITY MEETING MINUTES

December 18, 2017

Page 4

Resolution No. 31 was introduced by Mr. Bono, seconded by Mr. Williams and passed designating the following meeting dates for 2018: March 19, May 14, June 18, September 17, November 19 and December 17; 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.

Resolution No. 32 was introduced by Mr. Angell, seconded by Ms. Freeman and passed electing the following slate of officers and committee members for 2018: Slate of Officers: Ken Long, Chairman; Vincent Bono, Vice Chairman; and Harry Hertline, Treasurer; Audit Committee: Harry Hertline, Chair; Vincent Bono, Vice Chair; and Robert Roberts; Finance Committee: Harry Hertline, Chair; Robert Roberts, Vice Chair; and Vincent Bono; Governance Committee: Barbara Freeman, Chair; James Williams and Nancy Novak; and FOIL Appeals Committee: James D'Onofrio, Chair; Barbara Freeman and James Franco.

Mr. Rabbia introduced the Authority's new Principal Accounting Supervisor, Pat Lisandrelli to the Board.

Although it was noted that former Comptroller Pat Donovan did not want a resolution acknowledging his years of service to the Authority, Ms. Freeman said that she wanted to express her appreciation. Ms. Freeman stated that she appreciated Pat's level of competence and attention to detail. She said that he was always ready to answer questions and explain things to the Board which enabled her, as a Board member, as well as the rest of the Board, to have confidence in the Authority's financial system and audits. She said that she commends him most highly and that he will be missed. Mr. Hertline added that he has known Pat since 1988 when he began with the Authority, left for a few years, and then returned. Mr. Hertline said that Pat always did a great job. The Board concurred.

At 5:02 PM, with no further business, a motion was made by Ms. Freeman, seconded by Ms. Novak and passed to adjourn the meeting.

Respectfully submitted,



Jodi M. Tuttle
Authority Secretary