

MEMORANDUM

TO: Authority Board of Directors
FROM: William A. Rabbia, Executive Director
DATE: March 5, 2021
RE: Meeting Notice & Tentative Agenda - Monday, March 22, 2021 - 4:30 PM

This meeting will be conducted via video conference and will be livestreamed through the Authority's YouTube channel at <https://www.youtube.com/user/OHSWA>. **Board Members will be emailed a private Zoom link to participate, prior to the meeting.**

1. Pledge of Allegiance
2. Approval of December 21, 2020 Authority Minutes
3. Public Comment Period
4. Independent Audit - Brendan Kennedy, Partner, BST & Co.
5. Reconciliation of 2020 Budget and 2020 Budget Amendments – Resolution
6. Approval of Modified Mission Statement/Performance Measure Report – Resolution
7. Annual Board of Directors Evaluation – Resolution
8. Reappointment of Contracting Officer and Approval of Property Disposition Policy - Resolution
9. Approval of Procurement Policy and Designation of Sole Source Vendors – Resolution
10. Public Authorities Reporting Information System (PARIS) Authorization – Resolution
11. Approval of Code of Ethics Policy and Fraud Policy – Resolution
12. Updates:
 - Beneficial Use of Biosolids and RFP Responses
 - Landfill Capping - State Assistance
 - Redemption of 2011 Bonds
 - RLF Transportation RFP Update
 - Local Solid Waste Management Plan – 2-Year Update
 - NYS Packaging and Paper EPR Proposed Legislation

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Executive Director

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Authority Board Secretary

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AUTHORITY MEETING MINUTES
December 21, 2020

DRAFT

Board Members Present (Zoom/Video Conference): Chairman Ken Long, Vice Chairman Vincent Bono, Treasurer Harry Hertline, Neil Angell, James D’Onofrio, James Franco, Barbara Freeman, Nancy Novak, Richard Redmond, and Jim Williams

Authority Staff Present: Bill Rabbia, Jodi Tuttle, Jim Biamonte, Joe Artessa and Andrew Opperman

Others Present: Kevin Martin, Authority Counsel

Due to the pandemic, this meeting was conducted via video conference.

Chairman Long called the December 21, 2020 Authority meeting to order at 4:32 PM and opened with the Pledge of Allegiance.

A motion was made by Mr. Bono, seconded by Mr. Franco, and passed to approve the November 16, 2020 Authority Minutes. [9 Ayes; 1 Absent [Mr. D’Onofrio absent for vote]

Authority Secretary Jodi Tuttle relayed that there were no comments received for public comment period.

Executive Director William Rabbia announced that the Authority is honoring the Resource Center for Independent Living, Inc. (RCIL) as its 2020 Recycling Champion. RCIL has been an advocate for the environment for years and is committed to recycling and waste reduction, conservation of natural resources, and other sustainability efforts. Mr. Rabbia noted that RCIL’s conservation efforts include installation of a geothermal heating and cooling system at its Dorothy Smith Center in Utica.

Resolution No. 18 was introduced by Mr. Hertline, seconded by Mr. Angell, and passed [9 Ayes; 0 Nays (Mr. D’Onofrio absent for vote)], commending the Resource Center for Independent Living as 2020 Recycling Champion.

Mr. Rabbia said that ordinarily, Recycling Champion recipients are invited to an Authority Board Meeting where they are presented with a plaque commemorating their achievement. Due to COVID restrictions, RCIL will be presented with a plaque in a different manner this year. Chairman Long suggested that RCIL be invited to a future meeting where they can be recognized in-person.

Mr. Rabbia said that Resolution No. 19 would approve the Authority’s proposed 2021 budget, 2021 rate schedule and Solid Waste Collection and Disposal Permit Rules and Regulations, as presented at the November 2020 Board meeting. He stated that the proposed budget includes a new reduced tipping fee for municipal natural disaster debris clean-up and Brownfield Clean-Up/Industrial Development Inducted Projects fee program to assist Oneida-Herkimer Counties and its municipalities. The proposed tonnage limit for Brownfield/IDA projects is limited to 5,000 tons for 2021. There are no tip fee increases being proposed for 2021.

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December 21, 2020

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Resolution No. 19 was introduced by Mr. Williams, seconded by Mr. Bono, and passed [9 Ayes; 0 Nays (Mr. D’Onofrio absent for vote)] approving the Authority’s proposed 2021 budget, 2021 rate schedule and Solid Waste Collection and Disposal Permit Rules and Regulations.

Mr. Rabbia stated that Resolution No. 20 would approve a Board policy related to the two new reduced tip fee programs. Under the policy, applications would be reviewed and verified by the Executive Director and then referred to the Finance Committee for its consideration. The Finance Committee would then review and present its recommendation(s) to the full Board for its consideration. Rate structure and tonnage would be established through the Board’s annual budget process.

Resolution No. 20 was introduced by Mr. Franco, seconded by Mr. Hertline, and passed [9 Ayes; 0 Nays (Mr. D’Onofrio absent for vote)] approving the Policy for Reduced Tip Fee Programs.

Comptroller Joe Artessa said that the Recycling Center requires additional funding in the amount of \$20,000 for tire disposal. Resolution No. 21 would authorize a 2020 supplemental appropriation/budget amendment in that amount.

Resolution No. 21 was introduced by Mr. Angell, seconded by Mr. Redmond, and passed [9 Ayes; 0 Nays (Mr. D’Onofrio absent for vote)] approving a 2020 supplemental appropriation/budget amendment in the amount of \$20,000 for tire disposal at the Recycling Center.

Mr. Artessa stated that budget transfers are needed for unanticipated expenses to cover additional funds for Cyber Liability Insurance; Regional Landfill Cell #7 road material, raising of caisson wells and leachate disposal; Western Transfer Station overtime; and Household Hazardous Waste fees and services. He said that Resolution No. 22 would authorize the required budget transfers.

At approximately 4:40 PM, Mr. D’Onofrio joined the meeting. Mr. D’Onofrio inquired as to the level of liability insurance and coverage related to cyber security.

Mr. Artessa said that it would provide for getting the Authority up and running in the event of a cyber-attack and covers expenses related to theft and equipment damage.

Mr. Rabbia said that the insurance company that holds the policy has a firm that would assist the Authority in a case of ransom ware or other cyber-attack event, equipment shut down, identity theft, credit card theft, etc.

Resolution No. 22 was introduced by Mr. D’Onofrio, seconded by Ms. Freeman, and passed approving 2020 budget transfers.

Environmental Coordinator Jim Biamonte explained that Resolution No. 23 would authorize a two-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. 23 was introduced by Mr. Franco, seconded by Mr. Williams, and passed [10 Ayes] awarding a two-year intergovernmental agreement to USDA-APHIS-WS for nuisance wildlife management.

Mr. Rabbia explained that Resolution No. 24 would authorize the issuance of a Draft Request For Proposals (RFP) for the transportation of non-recyclable solid waste from the Authority’s Western Transfer Station and Rome and the Eastern Transfer Station in Utica to the Regional Landfill. The Authority’s current contract with Fred Burrows Trucking expires in October 2021.

AUTHORITY MEETING MINUTES

December 21, 2020

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Resolution No. 24 was introduced by Mr. Redmond, seconded by Mr. Angell, and passed [10 Ayes] authorizing and directing the issuance of a Draft RFP for solid waste transportation services, under Section 120w of General Municipal Law.

Authority Contracting Officer Jim Biamonte reported that there is a potential conflict of interest regarding the professional services agreement between Authority Executive Director Bill Rabbia and the engineering firm of Barton & Loguidice. Therefore, if the Board approves another professional services agreement with B&L [Resolution No. 25], Mr. Biamonte stated that he and Authority Counsel Kevin Martin would take the necessary action required to execute the agreement.

Chairman Long said that Mr. Rabbia had previously disclosed to the Board that his son was offered an internship at B&L which resulted in a full-time job offer.

Governance Committee Chair Barbara Freeman reported that the Governance Committee convened, reviewed all the legal material provided by Authority Counsel, and discussed the matter. She conveyed that the Committee agrees that there is absolute full disclosure by Mr. Rabbia, just as before, when his son was offered the internship. She commented that the Authority's relationship with B&L precedes the birth of Mr. Rabbia's son. Ms. Freeman said that the language within Resolution No. 25 is final transparency. She stated that the Governance Committee concluded that, as long as Mr. Rabbia's son's employment with B&L is not dependent upon Authority business; his son does not receive any extra remuneration for Authority projects; and the Executive Director Rabbia is not involved in contract negotiations with B&L, other than discussion at the Board level, the Governance Committee unanimously believes there is no ethics issue.

Authority Counsel Martin offered his opinion. He stated that B&L often recruits at Clarkson, where Mr. Rabbia's son attended. He noted that Mr. Rabbia's son will be working full-time for B&L in its solid waste division and that B&L is considering opening a local office. Counsel Martin confirmed that Mr. Rabbia was not involved in negotiations on the proposed new contract and that he [Counsel] and Contracting Officer Jim Biamonte will work directly with B&L on any future contracts.

Mr. Biamonte reported that the proposed B&L agreement mirrors the prior two agreements. Mr. Biamonte outlined the components of the agreement and said that fees are based on time and materials, versus a fixed price per project. B&L's services include environmental monitoring and reporting, permit compliance, data management and reporting, stormwater management, air emissions, landfill plans, fill progression, cell construction and post-closure services. Mr. Biamonte recommended that the Authority enter into a three-year agreement with B&L.

Resolution No. 25 was introduced by Ms. Freeman, seconded by Mr. Hertline, and passed [10 Ayes] approving the Proposal for Engineering Services with Barton & Loguidice, P.C., and directing the Contracting Officer and Authority Counsel to take the action necessary to execute the Agreement.

At approximately 5:04 PM, Mr. D'Onofrio excused himself from the meeting.

Mr. Rabbia reported that Resolution No. 26 would approve a Professional Services Agreement with Total Solutions. He stated that the Authority has worked with Total Solutions to provide comprehensive IT management since 2010. He said that Total Solutions has agreed to hold its 2020 monthly pricing for the next three years.

Resolution No. 26 was introduced by Mr. Franco, seconded by Mr. Williams, and passed [9 Ayes; 0 Nays (Mr. D'Onofrio absent for vote)] approving a Professional Services Agreement with Total Solutions, Inc. for the period January 1, 2021 through December 31, 2023 and directing the Executive Director to take the action necessary to execute the Agreement.

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December 21, 2020

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Mr. Rabbia said that Resolution No. 27 would authorize a new five-year intergovernmental agreement with Lewis County for the processing and marketing of recyclable material collected and delivered by Lewis County to the Authority. The current agreement with Lewis County expires December 31, 2020.

Resolution No. 27 was introduced by Mr. Redmond, seconded by Mr. Bono, and passed [9 Ayes; 0 Nays (Mr. D'Onofrio absent for vote)] approving an intergovernmental agreement with Lewis County for the processing and marketing of recyclables material collected and delivered by Lewis County to the Authority.

Resolution No. 28 was introduced by Mr. Hertline, seconded by Mr. Angell, and passed [9 Ayes; 0 Nays (Mr. D'Onofrio absent for vote)] to establish the following regular meetings dates for 2021: March 22nd, May 10th, June 21st, September 20th, November 15th and December 20th; 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.

Mr. Rabbia noted that the next joint meeting of the Audit and Finance Committees is also scheduled for March 22, 2021.

Resolution No. 29 was introduced by Mr. Franco, seconded by Ms. Freeman, and passed [9 Ayes; 0 Nays (Mr. D'Onofrio absent for vote)] electing the following slate of officers and committee members for 2021: Slate of Officers: Ken Long, Chairman; Vincent Bono, Vice Chairman; and Harry Hertline, Treasurer; Audit Committee: Harry Hertline, Chair; Vincent Bono, Vice Chair; and Neil Angell; Finance Committee: Harry Hertline, Chair; Vincent Bono, Vice Chair; and Neil Angell; Governance Committee: Barbara Freeman, Chair; James Williams and Nancy Novak; and FOIL Appeals Committee: James D'Onofrio, Chair; Barbara Freeman and James Franco.

Lastly, Mr. Rabbia reported on the status of the Draft Biosolids RFP. He relayed that four firms asked for a copy of the RFP and comments were received from one of the four. Messrs. Rabbia and Biamonte are currently working on the final RFP for release. Mr. Rabbia anticipates bringing a recommendation to the Board at a future meeting, providing any proposal received is worthwhile.

At 5:14 PM, with no further business, a motion was made by Mr. Bono, seconded by Mr. Franco, and passed to adjourn the meeting.

Respectfully submitted,

Jodi M. Tuttle
Authority Secretary

Introductory No. 1

Resolution No. 1

Introduced by:

Seconded by:

RE: RECONCILIATION OF 2020 BUDGET AND 2020 BUDGET AMENDMENTS TO REFLECT 2020 ACTUAL

WHEREAS, the Authority Board, by Resolution No. 18 dated December 16, 2019 adopted the 2020 Budget; and

WHEREAS, the Authority Board approved budget transfers and/or amendments and/or supplemental appropriations to the 2020 Budget by Resolutions No. 15 and No. 16 dated September 21, 2020 and No. 21 and No. 22 dated December 21, 2020; and

WHEREAS, the changes to total revenues and expenses for 2020 were included in the completed independent audited financial statements issued in March of 2021 and it is necessary to reconcile the 2020 Budget to the 2020 audited financial statements; now, therefore, be it

RESOLVED, that for purposes of the rate covenant compliance report for the Series 2006 bonds and Series 2011 bonds, the 2020 Budget shall reflect actual 2020 expenses as audited.

Adopted by the following vote:

AYES__ NAYS__

Dated:

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Introductory No.

Resolution No. 2

Introduced by:

Seconded by:

RE: APPROVAL OF REVISED ONEIDA-HERKIMER SOLID WASTE MANAGEMENT AUTHORITY MISSION STATEMENT AND PERFORMANCE MEASURES AND APPROVAL OF PERFORMANCE MEASURE REPORT FOR 2020

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 determined that revisions should be made to the Mission Statement and Performance Measures; and

WHEREAS, the Governance Committee made revisions to the Mission Statement and Performance Measures and is recommending adoption by the full Board; now, therefore, be it

RESOLVED, that the Oneida-Herkimer Solid Waste Management Authority Board of Directors hereby approves the attached revised 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 2020; 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 2020 Performance Measure Report, in accordance with the New York State Public Authorities Law.

Adopted by the following vote:

AYES___ NAYS___

Dated:

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Introductory No.

Resolution No. 3

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

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

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Authority Board Secretary

Vincent J. Bono
Vice Chairman

Neil C. Angell

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Introductory No.

Resolution No. 3

Page 2

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 31st of each year.

Adopted by the following vote:

AYES__ NAYS__

Dated:

Introductory No.

Resolution No. 4

Introduced by:

Seconded by:

RE: 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, in 2006, the Authority Board appointed James V. Biamonte, Authority Environmental Coordinator, to be the Contracting Officer as set forth in the Public Authorities Accountability Act; and

WHEREAS James V. Biamonte has been reappointed by the Authority Board as Contracting Officer each year since 2006; and

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

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Introductory No.
Resolution No. 4
Page 2

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

RESOLVED, the Authority Board re-appoints James V. Biamonte to be the Contracting Officer for the period 2021-2022 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:

Preserving the environment through integrated recovery and disposal.

Introductory No.

Resolution No. 5

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 further 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)

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Accent Wire (Baler wire tie parts/service – MRF)
ADP (Payroll/HR software)
Aljon by C&C Mfg. (Compactor – Aljon parts distributor)
Atlantic Nuclear Corporation (Radiation Monitoring Equipment – RLF)
CED, Inc. (SCADA system software)
Creative Information Systems (scale computer software)
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)
Five Star Equipment (John Deere motor components)
Geologic Computer Systems (GPS software – RLF compaction)
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)
Kinequip (Kaeser Compressor – parts/service – MRF)
LC Whitford (Morbark Tub Grinder Parts)
Material Handling Products Corp. (Hyundai forklift parts – MRF)
Milton CAT – (late model equipment filters – no after-market available/warranty requirement, oil sample kits for warranty validation)
Paya Exchange (third party credit card processor)
QED (Landfill gas well leachate pumps)
R.M. Headlee (Landfill Knife Gate parts)
Recycling Equipment Service Corp. (Harris Baler parts)
Ryan Equipment (Landfill gas flare parts - John Zink distributor)
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)
Snyder Technical Services, LLC (service/preventative maintenance on gas blowers – RLF)
Specialty Tire Inc. (solid skid steer tires)
Statewide Aquastore (leachate tanks – RLF)
SWK Technologies (accounting system software support)
Tora Screening (McCloskey Trommel Screen parts)
VanDyk Baler Corp (Bollegraaf Balers/Titech Opticals – MRF)
Vantage Equipment (Volvo late model equipment filters – no after-market available/warranty requirement)
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__

Dated:

Preserving the environment through integrated recovery and disposal.

Introductory No.

Resolution No. 6

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:

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Introductory No.

Resolution No. 7

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 at this time; 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 modification; 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**

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Chairman

Harry A. Hertline
Treasurer

James M. D'Onofrio

James A. Franco

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