

MEMORANDUM

TO: Authority Board of Directors

FROM: William A. Rabbia, Executive Director

DATE: November 5, 2021

RE: Public Hearing/Meeting Notice & Tentative Agenda - Monday, November 15, 2021 at 4:30 PM

The public hearing and meeting will be held in the Authority public meeting room, 1600 Genesee Street, Utica, NY 13502. Board Members will continue to have the option of participating in-person or via Zoom and will be emailed a private Zoom link to participate, prior to the meeting.

1. Pledge of Allegiance
2. Approval of September 20, 2021 Authority Minutes
3. Public Hearing on Proposed 2022 Budget/Budget Presentation
4. Regular Public Comment Period
5. Records Management – Resolution
6. Supplement Appropriation – Leachate Hauling Equipment – Resolution
7. Updates:
 - SSO Force Main
 - Cell 4 Construction
 - Landfill Capping/Gas Collection Grant

DRAFT

AUTHORITY MEETING MINUTES **September 20, 2021**

Board Members Present: Chairman Ken Long [video/audio conference], Treasurer Harry Hertline, Vice Chairman Vincent Bono, Neil Angell, James D’Onofrio [video conference], James Franco, Barbara Freeman, Nancy Novak [video conference], Richard Redmond and Jim Williams

Authority Staff Present: William Rabbia, Jodi Tuttle, Joseph Artessa, Joshua Olbrys and Andrew Opperman

Others Present: Authority Counsel Kevin Martin

Vice Chairman Bono called the September 20, 2021, Authority Board meeting to order at 4:31 PM and opened with the Pledge of Allegiance.

A motion was made by Mr. Williams, seconded by Ms. Freeman and passed to approve the June 21, 2021, Authority Minutes.

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

Comptroller Joseph Artessa said that budget transfers are needed for temporary labor expenses at the Recycling Center (\$275,000).

Resolution No. 11 was introduced by Mr. Hertline, seconded by Mr. Redmond, and passed approving 2021 budget transfers. [9 Ayes; 0 Nays; and 1 Abstention: Chairman Long – due to technical difficulties]

Mr. Rabbia said that Resolution No. 12 would approve a reduced tip fee for disposal of disaster debris that the Town of Western incurred related to the July 8, 2021, EF1 tornado. In December 2020, the Authority Board adopted a Policy for Reduced Tip Fee Programs and a reduced tipping fee rate of \$42 per ton in the 2021 budget to assist local municipalities and Oneida-Herkimer Counties when disaster occurs. The Town of Western submitted an application requesting reduced tipping fees for approximately 100 tons related to demolition of a Town-owned structure (small garage) which was damaged and condemned, as well as tonnage related to a Town-coordinated cleanup of debris from property damage. This debris includes blown-off roofing debris and other construction/demolition debris. The Town suffered damage to structures, trees, and power lines from the tornado. Actual tonnage from the storm/tornado totals 28.15 tons. Mr. Rabbia said that the Authority also provided a wood waste grinder and operator to grind the green waste debris. The application was previously reviewed and approved by the Finance Committee.

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Introductory No. 12 was introduced by Mr. Franco, seconded by Mr. Williams, and passed approving the Town of Western's Application for the Reduced Tip Fee Program for Disposal of Disaster Debris at a rate of \$42 per ton, resulting from the July 8, 2021, storm/tornado. [9 Ayes; 0 Nays; and 1 Abstention: Chairman Long – due to technical difficulties]

Mr. Rabbia said that Resolution No. 13 would approve a reduced tip fee for the City of Rome cleanup from the August 19, 2021, flooding resulting from Hurricane Fred. Mr. Rabbia said that the City of Rome is also requesting reduced tip fee assistance from the Authority. A State of Emergency was declared in the City of Rome due to the flooding and Rome suffered damage to properties/homes located primarily on River Street with roughly 31 structures damaged. The City is coordinating cleanup of flood damaged debris and may have to demolish 1 to 3 condemned/abandoned homes. Tonnage from Rome could be as high as 500 tons if demolition is involved. The application was previously reviewed and approved by the Finance Committee.

Mr. D'Onofrio commended Mr. Rabbia for developing and offering this program to Oneida-Herkimer municipalities.

Introductory No. 13 was introduced by Ms. Freeman, seconded by Mr. Angell, and passed approving the City of Rome's Application for the Reduced Tip Fee Program for Disposal of Disaster Debris at a rate of \$42 per ton, resulting from flooding that occurred on August 19, 2021. [9 Ayes; 0 Nays; and 1 Abstention: Chairman Long – due to technical difficulties]

Mr. Rabbia said that Resolution No. 15 would approve a new intergovernmental agreement with Fulton County for processing and marketing of its recyclables. Fulton County's current five-year agreement with the Authority will expire December 31, 2021. Under the new proposed agreement, Fulton County would pay a rate of \$76.16 per ton in 2022 with an annual escalator of 2% for each subsequent year of the five-year term. Mr. Rabbia noted that projected annual tonnage is estimated at 2,400 tons. The Authority currently has inter-governmental agreements with Lewis County, Oswego County and Fulton County for the processing and marketing of their recyclables.

Introductory No. 15 was introduced by Mr. Hertline, seconded by Mr. Franco, and passed approving a new five-year agreement with the Authority for the processing and marketing of recyclable material collected and delivered by Fulton County to the Authority. [9 Ayes; 0 Nays; and 1 Abstention: Chairman Long – due to technical difficulties]

Landfill Operations Manager Josh Olbrys provided an update on construction of Cell 4 at the Regional Landfill. Kubricky Construction was awarded the bid for Cell 4 and construction began in 2020. Chenango Lining is doing the liner work. The project is nearing completion but there has been a slight delay due to rainy weather. Cell 4 is a little over 7 acres. Since the last update, Kubricky has installed the secondary liner, secondary drainage stone, and the secondary collection pipe. Under the new Part 360 regulations, this was the first time that the drainage material was changed from sand to stone. This is also the first year that the Authority has had to do electro-resistivity testing on the secondary liner, in addition to the primary liner.

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Mr. Olbrys stated that electro-resistivity testing is one of the largest quality control items there is in detecting liner leaks and noted that 90% of any damage to a landfill liner system occurs during construction. Liner work is nearing completion with approximately 6 acres of the primary liner already installed. Cell 4 also includes an additional leachate transfer manhole. The manhole is almost complete, and plumbing will be completed this week. Mr. Olbrys noted that all the electrical and communication service in terms of SCADA and wiring for controls are being done in-house. Moving ahead, the contractor needs to finish the primary drainage layer. The liner crew will finish laying the stone and then the electro-resistivity testing will be done on the primary liner which will take several days. The Authority will then begin recording the ALR (action leakage rate) over a 30-day period to monitor any liquid coming through the secondary liner to ensure there are no leaks. This is monitored through the SCADA system. Once the numbers level out, Barton & Loguidice will give its approval.

Solid Waste Engineer Andrew Opperman provided an update on the organics' slurry pipeline project. The Authority completed construction and began operations of its Source Separated Organics Processing Facility located at the end of the Eastern Transfer Station (ETS) in Utica in 2019. Currently, the Authority transfers the slurry from this facility by way of a 5,000-gallon tanker trailer that is sent to the neighboring Oneida County Wastewater Treatment Plant (OCWWTP) where it is discharged into two anaerobic digesters. The Authority currently sends approximately 4 to 5 trailer loads per day (15,000 gallons), Monday through Friday. CO Falter Construction Corporation has been working with OCWWTP for the past 5 years upgrading its system. CO Falter bid on the Authority's pipeline project and was awarded the bid in July 2021. Although the project has been pushed back a few weeks due to material delays, Mr. Opperman anticipates that the pipeline will be up and running by the end of October. This project also includes an additional hydrant loop and three new hydrants to be located near the ETS/ Recycling Center, trailer area, and SSOPF. There is currently only one hydrant for the entire complex.

For the 15th year, Mr. Rabbia said that the Authority is continuing its regional demolition program offered to all municipalities in the two-County region. Annually, the Authority sends correspondence to all legislators and city, village and town mayors and supervisors inviting them to participate in the program. Under the program, the Authority makes available a demolition crew and equipment, during the slower winter season, to demolish fully abated structures owned by a municipality. The Authority provides for transportation and demolition at no charge. The municipality(ies) is required to pay for the disposal of the demolition debris to be landfilled. To date, 30 structures have been demolished under this program. Thus far this year, there has been no expression of interest.

Mr. Rabbia reported that the Finance Committee met prior to this meeting and that the 2022 draft budget and key budget assumptions were presented to the Committee. The budget process began in late July/ early August and tonnage estimates were developed in late August and provided to the Finance Committee. The Authority is proposing a \$2 per ton tip fee reduction for 2022. The 2022 draft budget will be released to the public by November 1st. Mr. Rabbia stated that the Finance Committee was also provided an updated five-year financial plan for the period 2022-2026.

A motion was made by Ms. Freeman, seconded by Mr. Redmond, and passed to set a public hearing on the proposed 2022 Authority budget on November 15th at 4:30 PM.

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With no further business, at 5:11 PM a motion was made by Mr. Franco, seconded by Mr. Hertline, 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. 14

Introduced by:

Seconded by:

RE: APPROVAL OF NEW RECORDS RETENTION AND DISPOSITION SCHEDULE FOR NEW YORK LOCAL GOVERNMENT RECORDS (LGS-1)

WHEREAS, the New York Local Government Records Law requires the Authority to maintain and support a records management program; and

WHEREAS, by Resolution No. 17 of 2008 the Authority Board of Directors adopted Records Retention and Disposition Schedule MI-1, for use by miscellaneous local governments, issued pursuant to Article 57A of the Arts and Cultural Affairs Law, and containing legal minimum retention periods for local government records for use in legally disposing of valueless records listed therein; and

WHEREAS, the State Archives has revised and consolidated its local government records retention and disposition schedules and issued a new single, comprehensive retention schedule, Retention and Disposition Schedule for New York Local Government Records (LGS-1) for all types of local governments which supersedes and replaces MI-1; now, therefore, be it

RESOLVED, by the Board of Directors of the Oneida-Herkimer Solid Waste Management Authority that the Retention and Disposition Schedule for New York Local Government Records (LGS-1), issued pursuant to Article 57-A of the Arts and Cultural Affairs Law, and containing legal minimum retention periods for local government records, is hereby adopted for use in legally disposing of valueless records listed therein; and be it further

RESOLVED, that in accordance with Article 57-A:

- a) only those records will be disposed of that are described in *Records Retention and Disposition Schedule for New York Local Government Records LGS-1*, after they have met the minimum retention periods described therein;
- b) only those records will be disposed of that do not have sufficient administrative, fiscal, legal, or historical value to merit retention beyond established legal minimum periods.

Adopted by the following vote:

AYES__ NAYS__

Dated:

BOARD OF DIRECTORS

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Richard G. Redmond

Jodi M. Tuttle
Authority Board Secretary

Barbara Freeman

James M. Williams

Preserving the environment through integrated recovery and disposal.

Introductory No.

Resolution No. 15

Introduced by:

Seconded by:

RE: SUPPLEMENTAL APPROPRIATION/BUDGET AMENDMENT

WHEREAS, the Authority is planning to transport leachate from the Regional Landfill with its own personnel; and

WHEREAS, it is estimated that the Authority will save an average of \$286,000 annually hauling its own leachate and new equipment will be needed to perform the function; and

WHEREAS, the equipment needed includes two new over the road tractors and two new tanker trailers designed for haul of leachate; now, therefore, be it

RESOLVED, that the Board approves a 2021 supplemental appropriation/budget amendment as follows:

FROM:

310-0000 Retained Earnings \$500,000

TO:

901-8175 Capital Equipment (Two tractors and tanker trailers for leachate haul) \$500,000

Adopted by the following vote:

AYES__ NAYS__

Dated:

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