

MEMORANDUM

TO: Authority Board of Directors
FROM: Joshua J. Olbrys, Executive Director
DATE: December 4, 2025
RE: Meeting Notice & Tentative Agenda – Monday, December 15, 2025 – 4:30 PM

A regular meeting of the Oneida-Herkimer Solid Waste Management Authority is scheduled for Monday, December 15, 2025, at 4:30 PM 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 November 17, 2025 Minutes
3. Public Comment Period
4. 2025 Recycling Champion – Conkling Elementary- Resolution
5. Proposed 2026 Budget - Resolution
6. 2025 Supplemental Appropriations and Budget Transfers - Resolution
7. Draft RFP for Transportation of Non-Recyclable Solid Waste – Resolution
8. Approval of Professional Services Agreement with Trainor Associates - Resolution
9. Designation of 2025 Meeting Dates and Official Publications - Resolution
10. Election of Officers and Committee Appointments for 2025 - Resolution
11. Appointing of Board Secretary – Resolution
12. Commending the Service of Board Secretary Jodi Tuttle – Resolution
13. Motion to go into Executive Session to discuss contract negotiations

BOARD OF DIRECTORS

Kenneth A. Long
Chairman

Vincent J. Bono
Vice Chairman

Richard G. Redmond
Treasurer

Steven R. Boucher

Robert Comis
James M. D'Onofrio
James A. Franco

Barbara Freeman
Nancy A. Novak
James M. Williams

Joshua J. Olbrys
Executive Director

Jodi M. Tuttle
Authority Board Secretary

**GET SOCIAL WITH
THE AUTHORITY:**



AUTHORITY MEETING MINUTES
November 17, 2025

DRAFT

Board Members Present: Chairman Kenneth Long (via Zoom), Vice Chairman Vincent Bono, Steven Boucher, Robert Comis, James D’Onofrio, Barbara Freeman, James Franco, Nancy Novak (via Zoom), Treasurer Richard Redmond, and James Williams

Authority Staff Present: Joshua Olbrys, Jodi Tuttle, Joseph Artessa, Eileen Brinck, Justin Fitch, Hailey Hutchinson, Pat Lisandrelli and Andrew Opperman

Others Present: Authority Counsel Kevin Martin

Vice Chairman Bono called the November 17, 2025, Authority Board meeting to order at 4:30 PM and opened with the Pledge of Allegiance.

A motion was made by Mr. Redmond, seconded by Ms. Freeman, and passed to approve the September 15, 2025, Authority Minutes. [10 Ayes; 0 Nays]

At 4:32 PM, Vice Chairman Bono opened the Public Hearing on the Authority’s Proposed 2026 Budget.

Executive Director Joshua Olbrys and Comptroller Joseph Artessa presented an overview of the proposed 2026 budget through a PowerPoint presentation. Mr. Olbrys was pleased to announce that the Authority will maintain tipping fees for municipal solid waste, sludge, local solid waste and source separated organics/food waste for 2026. Tipping fees for bulk tires will be increasing from \$190 per ton to \$260 per ton, due to an increase in contracted fees. The Authority will continue to offer two reduced tip fee programs to assist Oneida-Herkimer Counties and its municipalities for disposal of debris following a disaster, such as a flood, and will assist Industrial Development Agencies related to Brownfield clean-up and IDA projects. Mr. Olbrys attributed the ability to keep tipping fees low to the Authority having very minimal debt and other various revenue sources. Mr. Olbrys announced that there will be no fee for recycling for the 35th consecutive year and commended the Board for its dedication to making recycling free for residents a priority. Mr. Olbrys stated that 2026 waste volumes are expected to remain consistent with 2025 waste volumes. Mr. Olbrys reviewed recycling revenue by commodity. Tipping fees continue to be the main driver of Authority revenue.

Authority Comptroller Joseph Artessa presented the Authority’s proposed 2026 budget expenditures. Mr. Artessa noted an increase to the allocation of funds for the Recycling Center due to the need for facility updates and repairs. The 2026 administrative budget request is lower due to a very minimal health insurance increase of 2%.

**BOARD OF
DIRECTORS**

Kenneth A. Long
Chairman

Vincent J. Bono
Vice Chairman

Richard G. Redmond
Treasurer

Steven R. Boucher

Robert Comis
James M. D’Onofrio
James A. Franco

Barbara Freeman
Nancy A. Novak
James M. Williams

Joshua J. Olbrys
Executive Director

Jodi M. Tuttle
Authority Board Secretary

**GET SOCIAL WITH
THE AUTHORITY:**



AUTHORITY MEETING MINUTES

NOVEMBER 17, 2025

Page 2

Mr. Artessa stated that the Regional Landfill, Eastern Transfer Station, and Western Transfer Station will all see slight decreases which can be attributed to both health insurance participation/minimal 2% premium increases, and less planned facility projects. Mr. Artessa stated that overall, the Authority is requesting \$50,000 less in system expenditures for 2026. The Authority's proposed capital plan is \$4,571,000 with a total proposed budget of approximately \$30,750,000.

Mr. Olbrys reported that the 2026 proposed budgeted landfill reserves total \$1,600,000.

Authority Board Secretary Jodi Tuttle confirmed that there were no public comments received on the proposed 2026 budget.

At 5:14 PM, Vice Chairman Bono closed the Public Hearing on the Authority's Proposed 2026 Budget and re-opened the regular meeting of the Authority.

There were no public comments received for the regular public comment period.

Mr. Olbrys said that Resolution No. 23 would authorize the Executive Director to submit/certify the Short Environmental Assessment (SEAF) form, as required by the State Environmental Quality Review Act (SEQRA), for construction of the stormwater outfall project at the Authority's Eastern Transfer Station.

Resolution No. 23 was introduced by Mr. Comis, seconded by Mr. Redmond, and passed to approve the Executive Director to submit/certify the SEAF form, as required by SEQRA. [10 Ayes; 0 Nays]

At approximately 5:17 PM, Mr. D'Onofrio excused himself from the meeting.

Recycling Coordinator Eileen Brinck presented the winners of the Authority's recent "Green Halloween" costume contest, which challenges students to create their own costumes using recycled or re-used materials. Three winners were announced on the Authority's website and Facebook page on November 5th. Prizes included a \$200 Amazon gift card, \$100 Amazon gift card, and an Authority swag bag.

Ms. Brinck also discussed the Authority's "Fall School Challenge", in honor of America Recycles Day on November 15th. Students will be challenged to design a "Binny Badge" inspired by how recycling conserves resources, saves time/energy/money, or helps protect the environment. A winner will be chosen in each of the three categories. Winners will have their design transformed into a badge to match Binny's and a Binny visit with goodies for their classroom.

Ms. Brinck, along with C&D Advertising, have been working on a new educational video of the Authority's Recycling Center, which she played for the Board. This video will eventually be posted on the Authority's website and social media pages and will be a helpful tool for educational outreach. The Board commended Ms. Brinck on a job well done.

AUTHORITY MEETING MINUTES

NOVEMBER 17, 2025

Page 3

Mr. Olbrys stated that the Authority's current 5-year contract for the transportation of non-recyclable materials to the Landfill is set to expire in October of 2026. Mr. Olbrys explained that the bid process will begin in January and will involve the collection of draft bids and company negotiations. The last bid was in 2020, and at that time the Authority received a total of 4 bids. Mr. Olbrys stated that company financials, experience, and access to company vehicle maintenance within a certain distance from Authority facilities will be some of the determining factors in selecting the best candidate/bidder.

At 5:32 PM, a motion was made by Ms. Freeman, seconded by Mr. Boucher, and passed to go into executive session to discuss contract negotiations. Vice Chairman Bono noted that there would be no public business conducted following executive session.

At 6:04 PM, a motion was made by Mr. Comis, seconded by Mr. Boucher, and passed to come out of executive session.

With no further business, at 6:04 PM, a motion was made by Mr. Redmond, seconded by Mr. Comis, and passed to adjourn the meeting.

Respectfully submitted,

Jodi M. Tuttle
Authority Secretary

Introductory No. 24

Resolution No. 24

Introduced By:

Seconded By:

RE: COMMENDING CONKLING ELEMENTARY SCHOOL GREEN TEAM AS 2025 RECYCLING CHAMPION

WHEREAS, the Conkling Elementary School Green Team has been active for the past five years in the Utica City School District; and

WHEREAS, the Conkling Elementary School Green Team has consistently expanded its efforts, starting with educating staff and students about the importance of recycling and sustainability and most recently upcycling wooden pallets into Christmas tree decorations for the school; and

WHEREAS, the Conkling Elementary School Green Team regularly engages with the Authority including requesting yearly presentations and tours and participating in the Authority's school challenges; and

WHEREAS, the Conkling Elementary School Green Team educates its peers through sharing recycling tips and activities at morning announcements, holding their own plastic film challenge, collecting bottles and cans and participating in the school's science fair; now, therefore be it

RESOLVED, that the Oneida-Herkimer Solid Waste Management recognizes the outstanding environmental leadership by the Conkling Elementary School Green Team by presenting them with the Authority's 2025 Recycling Champion Award to commend their fine example.

Adopted by the following vote:

AYES___ NAYS___

Dated:

BOARD OF DIRECTORS

Kenneth A. Long
Chairman

Vincent J. Bono
Vice Chairman

Richard G. Redmond
Treasurer

Steven R. Boucher

Robert Comis
James M. D'Onofrio
James A. Franco

Barbara Freeman
Nancy A. Novak
James M. Williams

Joshua J. Olbrys
Executive Director

Jodi M. Tuttle
Authority Board Secretary

**GET SOCIAL WITH
THE AUTHORITY:**



Preserving the environment through integrated recovery and disposal.

Introductory No. 25

Resolution No. 25

Introduced by:

Seconded by:

RE: APPROVAL OF 2026 ONEIDA-HERKIMER SOLID WASTE MANAGEMENT AUTHORITY BUDGET, 2026 RATE SCHEDULE, AND THE SOLID WASTE COLLECTION AND DISPOSAL PERMIT RULES AND REGULATIONS

WHEREAS, the Authority commenced the budget preparation process in August 2025; and

WHEREAS, the Finance Committee of the Board of Directors reviewed financial information, revenue estimates, and expenditure requests and the Finance Committee evaluated alternatives and compiled a proposed budget for 2026; and

WHEREAS, the proposed budget for the Oneida-Herkimer Solid Waste Management Authority for 2026 was distributed on October 8, 2025 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 8, 2025 and it was also the subject of a public briefing at the Authority meeting on November 17, 2025; and

WHEREAS, a public hearing was held on November 17, 2025, 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

RESOLVED, that the Authority adopts the 2026 proposed budget; and be it further

RESOLVED, the attached schedule of charges be adopted for Authority Services for 2026; and be it further

BOARD OF DIRECTORS

Kenneth A. Long
Chairman

Vincent J. Bono
Vice Chairman

Richard G. Redmond
Treasurer

Steven R. Boucher

Robert Comis
James M. D'Onofrio
James A. Franco

Barbara Freeman
Nancy A. Novak
James M. Williams

Joshua J. Olbrys
Executive Director

Jodi M. Tuttle
Authority Board Secretary

**GET SOCIAL WITH
THE AUTHORITY:**



Introductory No. 25

Resolution No. 25

Page 2

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__ NAYS__

Dated:

2026 PROPOSED 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]	\$60.00	\$115.00	\$60.00
Local Solid Waste (LSW) [Non-Recyclable Waste]	\$50.00	N/A	N/A
Sludge	\$60.00	\$115.00	N/A
Source Separated Organics (SSO) *	\$40.00	\$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
SSO Mixed with 25% MSW/ 25% Recyclables *	\$120.00	\$230.00	\$120.00
Waste Mixed with 25% Recyclables	\$120.00	\$230.00	\$120.00
Recyclables Mixed with Unacceptable Material	\$120.00	\$230.00	\$120.00
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
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	\$3.00 Per Bag
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)	\$5.50	\$6.00	\$5.50
Tires Bulk	\$260.00	\$305.00	\$260.00
Tires on a Rim Add for Each	\$4.50	\$5.00	\$4.50
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/SSO	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.	\$7.50 Flat Fee	\$15.00 Flat Fee	\$7.50 Flat Fee
Minimum Load Charge - MSW 251 to 500 lbs.	\$15.00 Flat Fee	\$28.75 Flat Fee	\$15.00 Flat Fee
Minimum Load Charge - MSW 501 to 750 lbs.	\$22.50 Flat Fee	\$43.25 Flat Fee	\$22.50 Flat Fee
Minimum Load Charge - MSW 751 to 1,000 lbs.	\$30.00 Flat Fee	\$57.50 Flat Fee	\$30.00 Flat Fee
Minimum Load Charge - LSW 0 to 250 lbs.	\$6.25 Flat Fee	N/A	N/A
Minimum Load Charge - LSW 251 to 500 lbs.	\$12.50 Flat Fee	N/A	N/A
Minimum Load Charge - LSW 501 to 750 lbs.	\$18.75 Flat Fee	N/A	N/A
Minimum Load Charge - LSW 751 to 1,000 lbs.	\$25.00 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
Minimum Load Charge - SSO 0 to 250 lbs. *	\$5.00 Flat Fee	\$15.00 Flat Fee	\$5.00 Flat Fee
Minimum Load Charge - SSO 251 to 500 lbs. *	\$10.00 Flat Fee	\$28.75 Flat Fee	\$10.00 Flat Fee
Minimum Load Charge - SSO 501 to 750 lbs. *	\$15.00 Flat Fee	\$43.25 Flat Fee	\$15.00 Flat Fee
Minimum Load Charge - SSO 751 to 1,000 lbs. *	\$20.00 Flat Fee	\$57.50 Flat Fee	\$20.00 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
Natural Disaster Debris Tipping Fee- Must be approved through Application	\$42.00	N/A	N/A
Brownfield Clean-Up/ IDA Project Tipping Fee- Must be approved through Application !	\$42.00	N/A	N/A
MSW = Municipal Solid Waste (Non-Recyclable Waste) LSW = Local Solid Waste (Non-Recyclable Waste) ADC = Alternate Daily Cover C&D = Construction & Demolition Debris SSO= Source Separated Organics T&D = Trucking & Disposal * Rates will be Applicable upon commencement of operation of SSO Processing Facility ! Annual Limit of 5,000 tons on a First Come First Serve Basis N/A = Non-Applicable			
TBD = To Be Determined			



SOLID WASTE COLLECTION AND DISPOSAL PERMIT RULES AND REGULATIONS

**1600 Genesee Street
Phone: (315) 733-1224**

**Utica, NY 13502
Fax: (315) 733-2305**

Web Site: www.ohswa.org

**Email Contact:
Emily Albright, Director of Recycling emilya@ohswa.org**

These rules and regulations apply to the collection and disposal of all solid waste and recyclables generated in Oneida County and/or Herkimer County. In addition, the provisions of Local Law #1 of 1990 for Oneida County and Local Law #1 of 1990 for Herkimer County (the “Local Laws”) shall be applicable to all permits issued hereunder and must be fully complied with by the permit holder.

I. Solid Waste Collection and Disposal Permit

All persons, companies, partnerships, municipalities or other entities engaged in the commercial collection, pick-up, transfer, removal, and/or disposal of solid waste and/or recyclables in Oneida County and/or Herkimer County shall obtain a permit issued by the Oneida-Herkimer Solid Waste Management Authority (“Authority”) (“Permit”) authorizing the Permit holder to engage in the commercial collection, pick-up, transfer, removal, and/or disposal of solid waste and/or recyclables in Oneida County and/or Herkimer County.

- A. Any Permit issued by the Authority shall be in the nature of a privilege and shall not be deemed to create a property interest with respect to said Permit by the Permit holder. Any Permit issued by the Authority shall be subject to the terms, conditions, rules and regulations set forth hereunder, in the Authority Facility Rules and Regulations, the Local Laws, as well as any other applicable laws, statutes, ordinances, rules, regulations and procedures.
- B. Failure to obtain a Permit shall prohibit any person, company, partnership, municipality, or other entity from engaging in the commercial collection, pick-up, transfer, removal and/or disposal of solid waste and/or recyclables within Oneida County and/or Herkimer County.
- C. The Authority reserves the right to deny a Permit to any person, company, partnership, municipality or other entity that it deems unfit to engage in the commercial collection, pick-up, transfer, removal and/or disposal of solid waste and/or recyclables in Oneida County and/or Herkimer County based upon prior activities, information submitted in the Permit application or obtained from other reliable sources.

- D. The Authority reserves the right to revoke any Permit for failure to comply with the terms, conditions, rules and regulations set forth hereunder, and/or set forth in the Authority Facility Rules and Regulations, the Local Laws, as well as any other applicable laws, statutes, ordinances, rules, regulations and procedures.
- E. The Authority reserves the right to refuse to renew a Permit in the event the Permit holder has failed or is failing to comply with terms, conditions, rules and regulations set forth hereunder, and/or set forth in the Authority Facility Rules and Regulations, the Local Laws, as well as any other applicable laws, statutes, ordinances, rules, regulations and procedures or, if such renewal conflicts with any other applicable provision of law regulating the commercial collection, pick-up, transfer, removal and/or disposal of solid waste and/or recyclables within Oneida County and/or Herkimer County.

II. Terms and Conditions of Permit

- A. This Permit shall be renewed in accordance with the provisions set forth in these procedures.
- B. The Permit holder shall comply with all Federal, State, County, municipal and Authority requirements, statutes, laws, ordinances, rules and regulations.
- C. The Permit holder shall respond to any notice it receives from the Authority which requests a response in the fashion and within the time set forth in any such notice.
- D. The Permit holder agrees that the Authority shall have the right, but shall in no way be obligated to inspect all collection vehicles and equipment as well as solid waste facilities owned or operated by Permit holder and used for the processing of solid waste and/or recyclables collected in Oneida County and/or Herkimer County at any time without prior notice to determine whether the Permit holder is in compliance with all solid waste and/or recyclable transfer and disposal rules and regulations and Permit conditions.
- E. All loads of solid waste, green waste, organics/food waste and recyclables shall be covered and/or tarped at the time of delivery to Authority facilities. Failure to tarp or cover loads arriving at Authority facilities will result in additional fees charged.

- F. Solid waste and recyclables shall not be commingled at any time.
- G. All waste collected in Oneida County and/or Herkimer County shall be delivered to a facility designated by the Authority. All recyclables collected in Oneida County and/or Herkimer County at the curbside or delivered to a transfer station for recycling shall be delivered to a facility designated by the Authority. The facilities currently designated by the Authority include the following:

For Recyclables:

Authority Recycling Center

824 Sewage Plant Road
Utica, NY 13502

For Organics/Food Waste:

Food2Energy

824 Sewage Plant Road
Utica, NY 13502

For Solid Waste:

Authority's Western Transfer Station

575 Perimeter Road
Rome, NY 13440; and/or

Authority's Eastern Transfer Station

824 Sewage Plant Road
Utica, NY 13502; and/or

Authority's Regional Landfill [With Special Approval]

7044 State Route 294
Boonville, NY 13309

For Green/Yard Waste:

Oneida-Herkimer Green Waste Compost Facility

824 Sewage Plant Road
Utica, NY 13502

Each instance in which solid waste and/or recyclables are delivered to a non-designated facility shall constitute a violation of Local Law #1 of 1990 for Oneida County and/or Local Law #1 of 1990 for Herkimer County.

- H. The Permit holder shall procure and maintain vehicle liability insurance throughout the term of the Permit.

III. Procedure

- A. Any person seeking a Permit for the business of commercial collection, pick-up, transfer, removal and/or disposal of solid waste and/or recyclables shall file an application for a Permit on a form provided by the Authority. The form shall be filled out completely and submitted along with the required documentation, or it will be returned or denied, at the Authority's discretion. Applicants shall supply a Certificate of Insurance to the Authority documenting the insurance required in paragraph II. H. above at the time the Permit application is submitted.
- B. Upon receipt of the Permit application, Authority staff shall review the application for completeness and accuracy. If information presented by the applicant is accurate and complete, and applicant is deemed fit to be issued a Permit, the Permit will be granted.
- C. If a Permit is denied based upon applicant's unfitness, the applicant may be provided an opportunity to be heard as determined by the Authority Board.

IV. Enforcement

Failure to comply with any provision of relevant Federal, State, or Local Law, the terms, conditions, rules and regulations, and requirements of a Permit issued hereunder, the Authority Facility Rules and Regulations, may subject the Permit holder to Permit revocation as well as any penalties applicable, including, but not limited to the penalties set forth in Section 12 of Local Law #1 of 1990 for Oneida County and Section 13 of Local Law #1 of 1990 for Herkimer County.

V. Severability

If any section or part of a section, paragraph, sentence, clause, phrase or work of these rules and regulations is, for any reason, held or declared to be unconstitutional, inoperative or void, such holding shall not affect the remaining portions of these Rules and Regulations.

Preserving the environment through integrated recovery and disposal.

Introductory No. 26

Resolution No. 26

Introduced by:

Seconded by:

RE: 2025 SUPPLEMENTAL APPROPRIATIONS AND BUDGET TRANSFERS

WHEREAS, the Authority Board, by Resolution No. 19 of 2024 adopted the 2025 operating and capital budget; and

WHEREAS, it has been determined that supplemental appropriations and budget transfers are needed for unanticipated expenses as indicated below; now, therefore, be it hereby

RESOLVED, that the following 2025 supplemental appropriations and budget transfers are approved:

Revenue

510-8165	Recycling Fees- Tires	\$60,000.00
----------	-----------------------	-------------

Expenses

692-8165	Tire Disposal	\$60,000.00
----------	---------------	-------------

Explanation: Supplemental Appropriation for additional funding needed for Tire Disposal

<u>From</u>	601-8165	Salaries & Wages	\$41,822.00
	860-8165	Hospitalization	\$100,000.00
	691-8165	Other Materials & Supplies	\$60,000.00
	612-8165	Insurance	\$16,000.00
	665-8165	Other Equipment: MRF	\$30,000.00
	900-8165	Contingency	\$35,657.00
	900-8175	Contingency	\$12,241.00
	656-8175	Gasoline & Oil: RLF	\$135,280.00
<u>To</u>	603-8165	Overtime	\$115,000.00
	605-8165	Other Fees & Services	\$9,000.00
	608-8165	Temporary Labor	\$230,000.00
	651-8165	Automotive Supplies	\$10,000.00
	693-8165	Maintenance or Service Contracts	\$67,000.00

Explanation: Additional funds needed for Overtime, Temporary Labor, Other Fees & Services, Automotive Supplies, and Maintenance or Service Contracts

BOARD OF DIRECTORS

Kenneth A. Long
Chairman

Richard G. Redmond
Treasurer

Robert Comis
James M. D'Onofrio
James A. Franco

Barbara Freeman
Nancy A. Novak
James M. Williams

Joshua J. Olbrys
Executive Director

Jodi M. Tuttle
Authority Board Secretary

Vincent J. Bono
Vice Chairman

Steven R. Boucher

GET SOCIAL WITH
THE AUTHORITY:



Introductory No. 26**Resolution No. 26**

Page 2

<u>From</u>	900-8168	Contingency	\$12,000.00
-------------	----------	-------------	-------------

<u>To</u>	860-8168	Hospitalization	\$12,000.00
-----------	----------	-----------------	-------------

Explanation: Additional funds needed for Medical Insurance

<u>From</u>	900-8170	Contingency	\$12,000.00
-------------	----------	-------------	-------------

	608-8170	Temporary Labor- Admin	\$13,000.00
--	----------	------------------------	-------------

<u>To</u>	628-8170	Public Info & Education	\$15,000.00
-----------	----------	-------------------------	-------------

	693-8170	Maintenance or Service Contracts	\$10,000.00
--	----------	----------------------------------	-------------

Explanation: Additional funds needed for Public Education and Travel

<u>From</u>	900-8175	Contingency	\$290,429.00
-------------	----------	-------------	--------------

<u>To</u>	613-8175	Rent/Lease Property or Equipment	\$6,429.00
-----------	----------	----------------------------------	------------

	617-8175	Telephone: RLF	\$43,000.00
--	----------	----------------	-------------

	652-8175	Automotive Repairs: RLF	\$20,000.00
--	----------	-------------------------	-------------

	694-8175	Transportation: RLF	\$116,000.00
--	----------	---------------------	--------------

	695-8175	Other Expenses: RLF	\$65,000.00
--	----------	---------------------	-------------

	901-8175	Capital Projects: RLF	\$40,000.00
--	----------	-----------------------	-------------

Explanation: Additional funds needed for Rent/Lease Property or Equipment, Telephone, Automotive Repairs, Transportation, Other Expenses, and Capital Projects

<u>From</u>	900-8180	Contingency	\$5,862.00
-------------	----------	-------------	------------

	860-8180	Hospitalization	\$28,000.00
--	----------	-----------------	-------------

	656-8175	Gasoline & Oil: RLF	\$43,370.00
--	----------	---------------------	-------------

<u>To</u>	603-8180	Overtime	\$18,000.00
-----------	----------	----------	-------------

	651-8180	Automotive Supplies	\$38,000.00
--	----------	---------------------	-------------

	652-8180	Automotive Repairs	\$6,232.00
--	----------	--------------------	------------

	695-8180	Other Expenses	\$15,000.00
--	----------	----------------	-------------

Explanation: Additional funds needed for Overtime, Automotive Supplies, Automotive Repairs, and Other Expenses

<u>From</u>	860-8182	Hospitalization	\$5,000.00
-------------	----------	-----------------	------------

	900-8182	Contingency	\$7,189.00
--	----------	-------------	------------

	612-8182	Insurance	\$6,000.00
--	----------	-----------	------------

	691-8182	Other Materials & Supplies	\$8,311.00
--	----------	----------------------------	------------

<u>To</u>	694-8182	Transportation	\$17,000.00
-----------	----------	----------------	-------------

	695-8182	Other Expenses	\$9,500.00
--	----------	----------------	------------

Explanation: Additional funds needed for Transportation and Other Expenses

<u>From</u>	900-8185	Contingency	\$5,858.00
-------------	----------	-------------	------------

<u>To</u>	665-8185	Other Equipment: GWC	\$5,858.00
-----------	----------	----------------------	------------

Explanation: Additional funds needed for Green Waste Other Equipment

Introductory No. 26**Resolution No. 26**

Page 3

<u>From</u>	860-8175	Hospitalization	\$40,000.00
	900-8186	Contingency	\$4,443.00
	656-8175	Gasoline & Oil: RLF	\$26,557.00
<u>To</u>	605-8186	Other Fees & Services: HHW	\$45,000.00
	860-8186	Hospitalization	\$26,000.00

Explanation: Additional funds needed for HHW Other Fees & Services and Hospitalization

Adopted by the following vote:

AYES__ NAYS__

Dated:

Introductory No. 27

Resolution No. 27

Introduced by:

Seconded by:

RE: AUTHORIZING AND DIRECTING THE ISSUANCE OF A DRAFT REQUEST FOR PROPOSALS FOR THE TRANSPORTATION OF NONRECYCLABLE SOLID WASTE

WHEREAS, the Oneida-Herkimer Solid Waste Management Authority (the “Authority”), pursuant to Title 13-FF, Article 8 of the Public Authorities Law, is empowered to perform, or cause to be performed, solid waste management services on behalf of Oneida and Herkimer Counties; and

WHEREAS, the Authority has issued three RFPs in 2006, 2011, 2016, and 2020 related to the services of transportation of waste from the Western Transfer Station in Rome and the Eastern Transfer Station in Utica to the landfill facility; and

WHEREAS, the Authority Board awarded its most recent five-year contract to Fred Burrows Trucking in 2020 which will expire in 2026; and

WHEREAS, the Board wishes to consider proposals by private companies to provide such transportation service for a new five-year term; and

WHEREAS, Section 120w of the General Municipal Law establishes a fair, open and competitive procedure for entering into an agreement(s) for solid waste transportation; and

WHEREAS, the Board wishes to make a contract award for transportation services in time to allow for the necessary preparations prior to the existing contract expiration; now, therefore, be it

RESOLVED, that the Board hereby directs the Executive Director to issue a draft request for proposals (RFP) in accordance with Section 120w of General Municipal Law for transportation services which submissions and results will be reviewed by the Board prior to issuance of a final RFP and so that the Board may make any necessary decision on the provisions of the transportation service arrangement.

Adopted by the following vote:

AYES__ NAYS__

Dated:

O:\DOCUMENTS\BOARD\RESOLUTIONS\Res. No. 27 2025 Authorizing Issuance of Draft RFP For Transportation Non-Recyclable Waste_20251205.docx

BOARD OF DIRECTORS

Kenneth A. Long
Chairman

Vincent J. Bono
Vice Chairman

Richard G. Redmond
Treasurer

Steven R. Boucher

Robert Comis
James M. D’Onofrio
James A. Franco

Barbara Freeman
Nancy A. Novak
James M. Williams

Joshua J. Olbrys
Executive Director

Jodi M. Tuttle
Authority Board Secretary

**GET SOCIAL WITH
THE AUTHORITY:**



Preserving the environment through integrated recovery and disposal.

Introductory No. 28

Resolution No. 28

Introduced by:

Seconded by:

RE: APPROVAL OF PROFESSIONAL SERVICES AGREEMENT WITH TRAINOR ASSOCIATES, INC.

WHEREAS, the Authority is committed to promoting waste reduction, recycling and proper solid waste management to all individuals, businesses, industries, institutions and schools throughout the region through public information/education; and

WHEREAS, the Authority periodically requires assistance from professional public relations firms for communication consulting and creative services; and

WHEREAS, the Authority issued a Request for Proposals dated September 13, 2010 for an advertising agency to develop a public education and community outreach program specific to single stream recycling education; and

WHEREAS, Trainor Associates, Inc. was selected based upon years of experience in the field, quality of work and competitive pricing; and

WHEREAS, the Authority has a number of ongoing projects where the use of a professional public relations firm is warranted to continue to improve public information and increase public education opportunities; and

WHEREAS, the estimated costs for these professional services are indicated in the attached proposed Agreement and Trainor Associates, Inc. is required to request and receive written authorization from the Authority before proceeding with any work, and this proposed agreement recognizes that the work will be within the annual budget authorized by the Authority Board; now, therefore, be it

RESOLVED, that the Authority Board of Directors hereby approves a Professional Services Agreement with Trainor Associates, Inc. for the period January 1, 2026 through December 31, 2026 and directs the Executive Director to take the action necessary to execute the Agreement.

Adopted by the following vote:

AYES___ NAYS___

Dated:

BOARD OF DIRECTORS

Kenneth A. Long
Chairman

Richard G. Redmond
Treasurer

Robert Comis
James M. D'Onofrio
James A. Franco

Barbara Freeman
Nancy A. Novak
James M. Williams

Joshua J. Olbrys
Executive Director

Jodi M. Tuttle
Authority Board Secretary

GET SOCIAL WITH
THE AUTHORITY:



Preserving the environment through integrated recovery and disposal.

Introductory No. 29

Resolution No. 29

Introduced by:

Seconded by:

RE: ESTABLISH REGULAR MEETING DATES FOR 2026 AND DESIGNATE OFFICIAL NEWSPAPERS FOR PUBLICATION OF LEGAL NOTICES

WHEREAS, the Authority customarily adopts a regular meeting schedule for the upcoming year and designates official newspapers for the publication of legal notices; now, therefore, be it

RESOLVED, that the Authority Board of Directors hereby designates the following meeting dates for 2026: March 16, May 11, June 15, September 14, November 16 and December 14. The Chairman may call additional meetings as necessary and after public notice; and further be it

RESOLVED, that the Board of Directors hereby designates the Utica Observer-Dispatch, the Rome Daily Sentinel, and the Times Telegram for publication of all official notices of the Authority and the Board further directs the Authority Secretary to post all official notices on the Authority's web site.

Adopted by the following vote:

AYES___ NAYS___

Dated:

BOARD OF DIRECTORS

Kenneth A. Long
Chairman

Vincent J. Bono
Vice Chairman

Richard G. Redmond
Treasurer

Steven R. Boucher

Robert Comis
James M. D'Onofrio
James A. Franco

Barbara Freeman
Nancy A. Novak
James M. Williams

Joshua J. Olbrys
Executive Director

Jodi M. Tuttle
Authority Board Secretary

**GET SOCIAL WITH
THE AUTHORITY:**



Preserving the environment through integrated recovery and disposal.

Introductory No. 30

Resolution No. 30

Introduced by:

Seconded by:

RE: ELECTION OF OFFICERS AND COMMITTEE MEMBERS FOR 2026

WHEREAS, pursuant to the New York State Public Authorities Accountability Act and the Authority's Bylaws, the following slate of officers has been recommended by the Nominating Committee to serve for 2026:

Ken Long, Chairman
Vincent Bono, Vice Chairman
Richard Redmond, Treasurer

; now, therefore, be it

RESOLVED, that the Authority Board hereby elects the following slate of officers for 2026:

Ken Long, Chairman
Vincent Bono, Vice Chairman
Richard Redmond, Treasurer

; and further be it

RESOLVED, that the Authority Board of Directors hereby appoints the following members to serve on the following committees for 2026:

Audit Committee:

Richard Redmond – Chairman, Audit Committee
Vincent Bono - Vice Chairman, Audit Committee
Steven Boucher
James Franco

Finance Committee:

Richard Redmond – Chairman, Finance Committee
Vincent Bono - Vice Chairman, Finance Committee
Steven Boucher
James Franco

BOARD OF DIRECTORS

Kenneth A. Long
Chairman

Vincent J. Bono
Vice Chairman

Richard G. Redmond
Treasurer

Steven R. Boucher

Robert Comis
James M. D'Onofrio
James A. Franco

Barbara Freeman
Nancy A. Novak
James M. Williams

Joshua J. Olbrys
Executive Director

Jodi M. Tuttle
Authority Board Secretary

GET SOCIAL WITH
THE AUTHORITY:



Introductory No. 30

Resolution No. 30

Page 2

Governance Committee:

Barbara Freeman – Chairperson

James Williams

Nancy Novak

Robert Comis

FOIL Appeals Committee:

James D’Onofrio – Chairman

Barbara Freeman

James Franco

Adopted by the following vote:

AYES___ NAYS___

Dated:

Preserving the environment through integrated recovery and disposal.

Introductory No. 31

Resolution No. 31

Introduced by:

Seconded by:

RE: APPOINTMENT OF HAILEY HUTCHINSON TO THE POSITION OF AUTHORITY BOARD SECRETARY, EFFECTIVE JANUARY 1, 2026

WHEREAS, Authority Board Secretary Jodi Tuttle has submitted her notice of resignation/retirement, effective December 31, 2025; and

WHEREAS, Hailey Hutchinson has served in the position of Account Clerk since July 9, 2021, and has taken over the Human Resource Coordinator responsibilities of Authority Board Secretary Jodi Tuttle; and

WHEREAS, Hailey Hutchinson is well qualified to serve as Authority Board Secretary and has been assigned responsibilities in preparation for this promotion; now, therefore, be it

RESOLVED, that the Board hereby appoints Hailey Hutchinson to the position of Authority Board Secretary, effective January 1, 2026, and the Board further authorizes the Executive Director to take all other action necessary to complete this appointment.

Adopted by the following vote:

AYES___ NAYS___

Dated:

BOARD OF DIRECTORS

Kenneth A. Long
Chairman

Vincent J. Bono
Vice Chairman

Richard G. Redmond
Treasurer

Steven R. Boucher

Robert Comis
James M. D'Onofrio
James A. Franco

Barbara Freeman
Nancy A. Novak
James M. Williams

Joshua J. Olbrys
Executive Director

Jodi M. Tuttle
Authority Board Secretary

**GET SOCIAL WITH
THE AUTHORITY:**



Preserving the environment through integrated recovery and disposal.

Introductory No. 32

Resolution No. 32

Introduced by:

Seconded by:

RE: COMMENDING THE SERVICE OF AUTHORITY BOARD SECRETARY JODI M. TUTTLE

WHEREAS, Jodi M. Tuttle has served as Authority Board Secretary for Oneida-Herkimer Solid Waste Management Authority since February 1990; and

WHEREAS, Ms. Tuttle also acted as a steady and trusted resource guiding the Authority's 80 employees as Human Resources Coordinator; and

WHEREAS, Ms. Tuttle ensured transparency and accountability for the Authority with her meticulous record-keeping and organizational excellence in every Authority meeting, decision, and milestone; and

WHEREAS, during her tenure, Ms. Tuttle assisted in navigating various challenges and changes within the Authority, which was instrumental to the success and continuity of the organization; and

WHEREAS, Ms. Tuttle has demonstrated the highest levels of integrity, commitment, and unwavering support in the position of Authority Board Secretary; now, therefore, be it hereby

RESOLVED, that the Oneida-Herkimer Solid Waste Management Authority Board of Directors hereby congratulates and recognizes the exceptional leadership and professionalism by Jodi M. Tuttle during her 35 years of service to the Authority and its staff and extends the highest level of appreciation and commendation.

Adopted by the following vote:

AYES ___ NAYS ___

Dated:

BOARD OF DIRECTORS

Kenneth A. Long
Chairman

Vincent J. Bono
Vice Chairman

Richard G. Redmond
Treasurer

Steven R. Boucher

Robert Comis
James M. D'Onofrio
James A. Franco

Barbara Freeman
Nancy A. Novak
James M. Williams

Joshua J. Olbrys
Executive Director

Jodi M. Tuttle
Authority Board Secretary

GET SOCIAL WITH
THE AUTHORITY:

