

MEMORANDUM

TO: Authority Board of Directors
FROM: Joshua J. Olbrys, Executive Director
DATE: March 9, 2026
RE: Meeting Notice & Tentative Agenda - Monday, March 16, 2026 - 4:30 PM

A regular meeting of the Oneida-Herkimer Solid Waste Management Authority is scheduled for Monday, March 16, 2026, 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 December 15, 2025, Authority Minutes
3. Public Comment Period
4. Independent Audit – Ann DeLucco, Partner BST & Co.
5. Reconciliation of 2025 Budget and 2025 Budget Amendments – Resolution
6. Approval of Authority Mission Statement and Performance Measures and Performance Measure Report for 2025 – Resolution
7. Annual Board of Directors Evaluation – Resolution
8. Appointment 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. Appointment of Records Management Officer - Resolution
12. Approval of Code of Ethics Policy and Fraud Policy – Resolution
13. Approval of Policy for First Amendment Audits – Resolution
14. Update - Onsite Landfill Leachate Treatment Preliminary Engineering Report/Grant

BOARD OF DIRECTORS

Kenneth A. Long
Chairman

Richard G. Redmond
Treasurer

Robert Comis
James M. D'Onofrio

Barbara Freeman
Nancy A. Novak

Joshua J. Olbrys
Executive Director

Vincent J. Bono
Vice Chairman

Steven R. Boucher

James A. Franco

James M. Williams

Hailey Hutchinson
Authority Board Secretary

**GET SOCIAL WITH
THE AUTHORITY:**



Preserving the environment through integrated recovery and disposal.

AUTHORITY MEETING MINUTES
December 15, 2025

DRAFT

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

Board Members Absent: Treasurer Richard Redmond

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

Others Present: Authority Counsel Kevin Martin, Conkling Elementary School Principal Heather Galinski, Conkling Elementary School Green Team Club Advisors Hilary Lonis and Deb Rowlands, Conkling Elementary School Green Team Student Club Members

Chairman Long called the December 15, 2025, Authority Board meeting to order at 4:30 PM and opened with the Pledge of Allegiance.

A motion was made by Ms. Freeman, seconded by Mr. Williams, and passed to approve the November 17, 2025, Authority Minutes. [8 Ayes; 0 Nays; Absent: Messrs. Redmond and Comis]

There were no comments submitted for the public comment period.

Recycling Coordinator Eileen Brinck introduced Conkling Elementary School Green Team as the Authority’s 2025 Recycling Champion. Ms. Brinck stated that Conkling Elementary School Green Team has been active in the Utica City School District for the past five years and has participated in numerous projects geared toward educating staff and students about the importance of recycling and sustainability. Conkling Elementary School Green Team Reporter, student Milania Mallozzi, spoke on behalf of her team and thanked the Authority for the honor of being named 2025 Recycling Champion. Ms. Brinck presented the team with a plaque.

Mr. Comis arrived at 4:36 PM.

Resolution No. 24 was introduced by Ms. Freeman, Seconded by Mr. Bono, and passed to commend Conkling Elementary School Green Team as 2025 Recycling Champion. [9 Ayes; 0 Nays; Absent: Mr. Redmond]

Ms. Brinck read Resolution No. 24 aloud.

BOARD OF DIRECTORS

Kenneth A. Long
Chairman

Richard G. Redmond
Treasurer

Robert Comis
James M. D’Onofrio

Barbara Freeman
Nancy A. Novak

Joshua J. Olbrys
Executive Director

Vincent J. Bono
Vice Chairman

Steven R. Boucher

James A. Franco

James M. Williams

Hailey Hutchinson
Authority Board Secretary

GET SOCIAL WITH THE AUTHORITY:



AUTHORITY MEETING MINUTES

December 15, 2025

Page 2

Executive Director Josh Olbrys said that Resolution No. 25 would approve the Authority's Proposed 2026 Budget, 2026 Rate Schedule and Solid Waste Collection and Disposal Permit Rules and Regulations. The proposed 2026 Budget and Rate Schedule were presented before a public hearing at the November 17, 2025, Board meeting.

Resolution No. 25 was introduced by Mr. Bono, seconded by Mr. Boucher, and passed approving the 2026 Authority Budget, Rate Schedule and the Solid Waste Collection and Disposal Permit Rules and Regulations. [9 Ayes; 0 Nays; Absent: Mr. Redmond]

Comptroller Joseph Artessa said that Resolution No. 26 would approve 2025 Supplemental Appropriations and Budget Transfers needed for unanticipated expenses and explained the appropriations and budget transfers required within the departments. Mr. Artessa stated that the Authority saw a significant increase in tire disposal from previous years. Mr. Artessa explained that the fees for tire disposal are imposed by New York State and are used to support tire recycling programs and environmental initiatives.

Resolution No. 26 was introduced by Mr. D'Onofrio, seconded by Mr. Bono, and passed to approve 2025 Supplemental Appropriations and Budget Transfers. [9 Ayes; 0 Nays; Absent: Mr. Redmond]

Mr. Olbrys said that Resolution No. 27 would authorize the issuance of a Draft Request for Proposals for the transportation of non-recyclable solid waste. Mr. Olbrys stated that the 5-year contract is currently awarded to Fred Burrows Trucking, which is set to expire in 2026.

Resolution No. 27 was introduced by Mr. Comis, seconded by Mr. Franco, and passed authorizing and directing the issuance of a Draft Request for Proposals for the transportation of non-recyclable solid waste. [9 Ayes; 0 Nays; Absent: Mr. Redmond]

Mr. Olbrys said that Resolution No. 28 would renew a Professional Services Agreement with Trainor Associates, Inc. The Authority has utilized Trainor Associates for their professional public relations and advertising services since 2010. Mr. Olbrys stated that Ms. Brinck has worked closely with Trainor Associates on various projects aimed at increasing public education opportunities, including the development of the Authority's mascot, Binny.

Resolution No. 28 was introduced by Mr. Comis, seconded by Mr. D'Onofrio, and passed to approve a Professional Services Agreement with Trainor Associates, Inc., for a one-year period, and directing the Executive Director to take the action necessary to execute the Agreement. [9 Ayes; 0 Nays; Absent: Mr. Redmond]

Ms. Brinck stated that students at Hamilton College have been developing a recycling app for their senior project, which she would be presenting to the Board at the next meeting. Ms. Freeman said that there is often confusion surrounding proper recycling of items, due to public recycling education not being geographical to Oneida and Herkimer counties. Ms. Freeman also said that the 'Am I Recyclable' search feature on the Authority website does not always function properly.

AUTHORITY MEETING MINUTES

December 15, 2025

Page 3

Resolution No. 29 was introduced by Mr. Bono, seconded by Mr. Williams, and passed to establish the following regular meetings dates for 2026: March 16th, May 11th, June 15th, September 14th, November 16th and December 14th, 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. [9 Ayes; 0 Nays; Absent: Mr. Redmond]

Resolution No. 30 was introduced by Mr. D'Onofrio, seconded by Mr. Comis, and passed electing the following slate of officers and committee members for 2026: Slate of Officers: Ken Long, Chairman; Vincent Bono, Vice Chairman; and Richard Redmond, Treasurer; Audit Committee: Richard Redmond, Chair; Vincent Bono, Vice Chair; Steven Boucher and James Franco; Finance Committee: Richard Redmond, Chair; Vincent Bono, Vice Chair; Steven Boucher and James Franco; Governance Committee: Barbara Freeman, Chair; Nancy Novak, James Williams, and Robert Comis; and FOIL Appeals Committee: James D'Onofrio, Chair; James Franco and Barbara Freeman. [9 Ayes; 0 Nays; Absent: Mr. Redmond]

Resolution No. 31 was introduced by Mr. Franco, seconded by Ms. Freeman, and passed appointing Hailey Hutchinson to the position of Authority Board Secretary, effective January 1, 2026, and authorizing the Executive Director to take all other action necessary to complete this appointment. [9 Ayes; 0 Nays; Absent: Mr. Redmond]

Resolution No. 32 was unanimously introduced and passed commending the service of Authority Board Secretary Jodi M. Tuttle. [9 Ayes; 0 Nays; Absent: Mr. Redmond]

Account Clerk Hailey Hutchinson read Resolution No. 32 aloud.

At 5:22 PM, a motion was made by Mr. D'Onofrio, seconded by Mr. Franco, and passed to adjourn the meeting and go into executive session to discuss contract negotiations.

With no further business, at 5:45 PM, a motion was made by Mr. Bono, seconded by Mr. Comis, and passed to come out of executive session.

Respectfully submitted,

Hailey Hutchinson
Authority Board Secretary

Preserving the environment through integrated recovery and disposal.

Introductory No.

Resolution No. 1

Introduced by:

Seconded by:

RE: RECONCILIATION OF 2025 BUDGET AND 2025 BUDGET AMENDMENTS TO REFLECT 2025 ACTUAL

WHEREAS, the Authority Board, by Resolution No. 19 dated December 16, 2024, adopted the 2025 Budget; and

WHEREAS, the Authority Board approved 2025 Supplemental Appropriations and Budget Transfers by Resolution No. 26 dated December 15, 2025; and

WHEREAS, the changes to total revenues and expenses for 2025 were included in the completed independent audited financial statements issued in March of 2026 and it is necessary to reconcile the 2025 Budget to the 2025 audited financial statements; now, therefore, be it

RESOLVED, that for purposes of the rate covenant compliance report for the Series 2006 bonds, the 2025 Budget shall reflect actual 2025 expenses as audited.

Adopted by the following vote:

AYES__ NAYS__

Absent:

Dated:

BOARD OF DIRECTORS

Kenneth A. Long
Chairman

Richard G. Redmond
Treasurer

Robert Comis
James M. D'Onofrio

Barbara Freeman
Nancy A. Novak

Joshua J. Olbrys
Executive Director

Vincent J. Bono
Vice Chairman

Steven R. Boucher

James A. Franco

James M. Williams

Hailey Hutchinson
Authority Board Secretary

GET SOCIAL WITH THE AUTHORITY:



Preserving the environment through integrated recovery and disposal.

Introductory No.

Resolution No. 2

Introduced by:

Seconded by:

RE: APPROVAL OF ONEIDA-HERKIMER SOLID WASTE MANAGEMENT AUTHORITY MISSION STATEMENT AND PERFORMANCE MEASURES AND APPROVAL OF PERFORMANCE MEASURE REPORT FOR 2025

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 is recommending no modifications be made to the Mission Statement and Performance Measures at this time; now, therefore, be it

RESOLVED, that the Oneida-Herkimer Solid Waste Management Authority Board of Directors hereby approves the attached 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 2025; 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 2025 Performance Measure Report, in accordance with the New York State Public Authorities Law.

Adopted by the following vote:

AYES__ NAYS__

Absent:

Dated:

BOARD OF DIRECTORS

Kenneth A. Long
Chairman

Richard G. Redmond
Treasurer

Robert Comis
James M. D’Onofrio

Barbara Freeman
Nancy A. Novak

Joshua J. Olbrys
Executive Director

Vincent J. Bono
Vice Chairman

Steven R. Boucher

James A. Franco

James M. Williams

Hailey Hutchinson
Authority Board Secretary

GET SOCIAL WITH THE AUTHORITY:



Preserving the environment through integrated recovery and disposal.

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

BOARD OF DIRECTORS

Kenneth A. Long
Chairman

Richard G. Redmond
Treasurer

Robert Comis
James M. D’Onofrio

Barbara Freeman
Nancy A. Novak

Joshua J. Olbrys
Executive Director

Vincent J. Bono
Vice Chairman

Steven R. Boucher

James A. Franco

James M. Williams

Hailey Hutchinson
Authority Board Secretary

GET SOCIAL WITH THE AUTHORITY:



Introductory No.

Resolution No. 3

Page 2

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

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__

Absent:

Dated:

Preserving the environment through integrated recovery and disposal.

Introductory No.

Resolution No. 4

Introduced by:

Seconded by:

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, the Authority Board appoints Andrew Opperman, Solid Waste Engineer, to be the Contracting Officer as set forth in the Public Authorities Accountability Act; and further be it

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

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

BOARD OF DIRECTORS

Kenneth A. Long
Chairman

Richard G. Redmond
Treasurer

Robert Comis
James M. D'Onofrio

Barbara Freeman
Nancy A. Novak

Joshua J. Olbrys
Executive Director

Vincent J. Bono
Vice Chairman

Steven R. Boucher

James A. Franco

James M. Williams

Hailey Hutchinson
Authority Board Secretary

GET SOCIAL WITH THE AUTHORITY:



Introductory No.

Resolution No. 4

Page 2

RESOLVED, the Authority Board appoints Andrew Opperman to be the Contracting Officer for the period 2026-2027 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__

Absent:

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 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)

BOARD OF DIRECTORS

Kenneth A. Long
Chairman

Richard G. Redmond
Treasurer

Robert Comis
James M. D'Onofrio

Barbara Freeman
Nancy A. Novak

Joshua J. Olbrys
Executive Director

Vincent J. Bono
Vice Chairman

Steven R. Boucher

James A. Franco

James M. Williams

Hailey Hutchinson
Authority Board Secretary

GET SOCIAL WITH THE AUTHORITY:



Introductory No.

Resolution No. 5

Page 2

ABC Fire Extinguisher (Repair and install of Equipment Fire Suppression systems)
Accent Wire (Baler wire tie parts/service – MRF)
ADP (Payroll/HR software)
Alliance Truck Parts (International trucks OEM, water truck, Sweeper-RLF)
Aljon by C&C Mfg. (Compactor – Aljon parts distributor)
Alta Equipment Co.– Volvo heavy equipment filters, engine components, emission system components, Volvo diagnostic software
Applied Specialty Innovations – Formerly Clean Waters (Defoamer – RLF)
Atlantic Nuclear Corporation (Radiation Monitoring Equipment and calibration– RLF)
Capacity Trucks (OEM parts for yard trucks- RLF, WTS, ETS)
CED, Inc. (SCADA system software, Allen Bradley PLC Components)
Creative Information Systems (scale computer software)
Cummins Northeast – OEM parts for Cummins parts when aftermarket isn't available for yard trucks with Cummins engines – RLF)
Clinton Tractor (OEM parts for Ventrac Slope Mower – RLF)
Dings Magnetic Group (Parts and service for the ferrous magnet at the MRF)
Eagle Truck Equipment (Scarab Windrow Turner parts)
Ecoverse (Screener OEM parts)
Elkin Earthworks (Landfill Monitoring – calibration/service/data service)
Emery Winslow Scale Company (Compatible Emery Scale Replacement Parts)
Eriez (Eddy current parts – MRF)
Fastmarket RISI (Recycling Market news and pricing updates-MRF)
FCX (formerly RL Stone third party calibration for Flow meters and analyzer-RLF)
Five Star Equipment (John Deere proprietary diagnostic software (local rep) - yearly fee, heavy motor components, filters, emission system components. Topcon Survey Equipment – survey brand used with the rover and the bulldozer - local rep)
Fleet Maintenance (Maintenance software to track and inventory Authority's Assets – Yearly Fee)
Geologic Computer Systems (GPS software – RLF compaction)
GP Jager Inc. (Parts/Supplies for Chopper Pump – in SSO)
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)
ISCO (service, repair, calibration electrofusion machine-RLF)
IVC Technologies (On-site vibratory testing, balancing and preventative maintenance for flare blowers – RLF)
Joe Johnson (Vac truck and Tymco sweeper OEM parts)
Joest (vibrator, screen parts – MRF)
Kaeser Compressors (Parts and Service for Kaeser Compressors at MRF)
Koester (Service and Parts for Fairbanks Morse Pumps – RLF)
LC Whitford (Morbark Tub Grinder Parts)
Lucky Truck Sales (OEM for Peterbuilt truck parts when after market is not available)
Material Handling Products Corp. (Hyundai forklift parts – MRF)
Material Handling (crane parts and Repairs, Inspections-RLF)
Milton CAT – (CAT proprietary software - yearly fee, CAT engine components, filters, emission system components, oil sample kits for warranty validation)
Northeast Compressor - Atlas Copco Compressors [Previously Kinequip] (Kaeser Compressor – parts/service – MRF)
Parish Engine and Generator (Deutz motor OEM parts)

Introductory No.

Resolution No. 5

Page 3

Paya Exchange (third party credit card processor)

Penn Power Group – OEM parts for Detroit diesel engine in semi-truck, MTU engine and Allison transmission in yard trucks when aftermarket isn't available – RLF)

Pump One (Gas Well Leachate pumps and Parts, compatible well caps, Descaler for cleaning pumps – RLF)

Pump Service & Supply - Holland Pump Company (Pumps parts and service for Landfill Leachate and Knockout)

QED (Landfill gas wellheads and well pumps; repair calibration and service and parts for flare gas analyzer, orifice plates for well heads – RLF)

R.M. Headlee (Landfill Knife Gate parts)

Recycling Equipment Service Corp. (Harris Baler parts)

Ryan Equipment (Landfill gas flare parts - John Zink distributor)

Sage (Accounting General Ledger Software package)

Saveco North America Inc. (Parts and service for proprietary parts for the SSO Beast Equipment)

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)

Siewert Equipment (New Loadout Pump – SSO)

SWK Technologies (accounting system software support)

Snyder Technical Services, LLC (service/preventative maintenance on gas blowers – RLF)

Specialty Tire Inc. (solid skid steer tires)

Statewide Aquastore (leachate tanks – RLF)

Stormwater Biochar (Biochar custom filter media-MRF)

Sydenstricker Nobbe Partners [formerly Cazenovia Equipment] (OEM parts for John Deere agricultural parts when aftermarket isn't available, Vac Truck has a JD power plant and the zero turn lawnmowers – RLF)

Tracey Road Equipment – Kobelco parts and filters, Western Star over the road trucks, filters, emission components.

VanDyk Baler Corp (Bollegraaf Balers/Titech Opticals – MRF)

VentilationControl Products, Inc (Specialized Duct work for Aluminum Blower at MRF)

Varitech (Local Distributor for Plasson, manufacturer for electrofusion machine - repairs/calibrations)

Warner Sales & Service (Bobcat parts)

Waste Corp (source separated organics processing pumps – ETS)

Waste Equip/Waste built (OEM parts and service for trash compactor-MRF)

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__

Absent:

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___

Absent:

Dated:

BOARD OF DIRECTORS

Kenneth A. Long
Chairman

Richard G. Redmond
Treasurer

Robert Comis
James M. D'Onofrio

Barbara Freeman
Nancy A. Novak

Joshua J. Olbrys
Executive Director

Vincent J. Bono
Vice Chairman

Steven R. Boucher

James A. Franco

James M. Williams

Hailey Hutchinson
Authority Board Secretary

GET SOCIAL WITH THE AUTHORITY:



Preserving the environment through integrated recovery and disposal.

Introductory No.

Resolution No. 7

Introduced by:

Seconded by:

RE: DESIGNATION OF RECORDS MANAGEMENT OFFICER FOR THE ONEIDA-HERKIMER SOLID WASTE MANAGEMENT AUTHORITY

WHEREAS, the New York Local Government Records Law (Chapter 737, Laws of 1987) in effect August 5, 1988; and

WHEREAS, Section 59.19 of said law requires the Authority to promote and support a records management program and to designate one official as Records Management Officer (RMO) to coordinate the development of, and oversee, this program; now, therefore, be it hereby

RESOLVED, that the Oneida-Herkimer Solid Waste Management Authority hereby designates Authority Secretary Hailey Hutchinson as Records Management Officer for the Authority.

Adopted by the following vote:

AYES__ NAYS__

Absent:

Dated:

BOARD OF DIRECTORS

Kenneth A. Long
Chairman

Richard G. Redmond
Treasurer

Robert Comis
James M. D'Onofrio

Barbara Freeman
Nancy A. Novak

Joshua J. Olbrys
Executive Director

Vincent J. Bono
Vice Chairman

Steven R. Boucher

James A. Franco

James M. Williams

Hailey Hutchinson
Authority Board Secretary

GET SOCIAL WITH THE AUTHORITY:



Preserving the environment through integrated recovery and disposal.

Introductory No.

Resolution No. 8

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; 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 modifications; 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__

Absent:

Dated:

BOARD OF DIRECTORS

Kenneth A. Long
Chairman

Richard G. Redmond
Treasurer

Robert Comis
James M. D'Onofrio

Barbara Freeman
Nancy A. Novak

Joshua J. Olbrys
Executive Director

Vincent J. Bono
Vice Chairman

Steven R. Boucher

James A. Franco

James M. Williams

Hailey Hutchinson
Authority Board Secretary

GET SOCIAL WITH THE AUTHORITY:



Preserving the environment through integrated recovery and disposal.

Introductory No.

Resolution No. 9

Introduced by:

Seconded by:

RE: APPROVAL OF POLICY FOR FIRST AMENDMENT AUDITS

WHEREAS, the Authority recently received guidance via New York Municipal Insurance Reciprocal regarding First Amendment Audits; and

WHEREAS, Authority administration would like to establish a First Amendment Audit policy to protect the interests of the Authority, its employees, contractors, and members of the public who use our facilities; and

WHEREAS, Authority administration developed a draft Policy for First Amendment Audits, and the Authority's Governance Committee has reviewed the draft Policy and is recommending approval of the Policy; now, therefore, be it

RESOLVED, that the Authority Board of Directors adopts the attached Policy for First Amendment Audits, and directs the Executive Director to implement the Policy via Employee Handbook; and further be it

RESOLVED, that the Authority Board of Directors directs the Executive Director to review and clearly delineate public and non-public spaces and signage at all Authority facilities.

Adopted by the following vote:

AYES__ NAYS__

Absent:

Dated:

BOARD OF DIRECTORS

Kenneth A. Long
Chairman

Richard G. Redmond
Treasurer

Robert Comis
James M. D'Onofrio

Barbara Freeman
Nancy A. Novak

Joshua J. Olbrys
Executive Director

Vincent J. Bono
Vice Chairman

Steven R. Boucher

James A. Franco

James M. Williams

Hailey Hutchinson
Authority Board Secretary

GET SOCIAL WITH THE AUTHORITY:

