

MEMORANDUM

TO: Authority Board of Directors
FROM: Joshua J. Olbrys, Executive Director
DATE: September 8, 2025
RE: Meeting Notice & Tentative Agenda - Monday, September 15, 2025 - 4:30 PM

A regular meeting of the Oneida-Herkimer Solid Waste Management Authority is scheduled for Monday, September 15, 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.** This meeting will be livestreamed through the Authority's YouTube channel at <https://www.youtube.com/user/OHSWA>.

1. Pledge of Allegiance
2. Approval of June 16, 2025, Authority Minutes
3. Public Comment Period
4. Approval of Application for Reduced Tip Fees for Disposal of Disaster Debris from the Town of Trenton – Resolution
5. Approval of Application for Reduced Tip Fees for Disposal of Disaster Debris from the Town of Forestport – Resolution
6. Updates:
 - Regional Landfill Construction
 - Village Bids
 - 2026 Budget Timeline/Financial Plan/Public Hearing Date (November 17th) – Motion

7. Request a motion and a second to go into Executive Session to discuss proposed litigation

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AUTHORITY MEETING MINUTES

June 16, 2025

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

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

Others Present: Authority Counsel Kevin Martin

Chairman Kenneth Long called the June 16, 2025, Authority Board meeting to order at 4:30 PM and opened with the Pledge of Allegiance.

A motion was made by Mr. Williams, seconded by Ms. Freeman, and passed to approve the May 12, 2025, Authority Minutes. [10 Ayes; 0 Nays]

There were no speakers or comments received for the public comment period.

Authority Comptroller Joseph Artessa presented the Agreed-Upon Procedures Report for the City of Utica Solid Waste Collection and Disposal Agreement. This report was prepared by BST & Co. for the periods of April 1, 2024, through March 31, 2025, and April 1, 2023, through March 31, 2024. Mr. Artessa explained that the purpose of this report is to ensure accurate recording/reporting of revenues and expenditures associated with City of Utica Waste Disposal, and to ensure all agreed upon procedures are being performed accurately. All procedures agreed upon were found to be completed without exception. Mr. Artessa briefly reviewed the Revenue and Expense Summary from the Agreed-Upon Procedures Report. The Authority experienced an increase in revenues related to City of Utica Waste Disposal between March 31, 2024, and March 31, 2025. This is due in part to an increase in the City of Utica Solid Waste service charge, re-levied solid waste service charge penalties and late fees, increased sales of City of Utica blue bags, and increased interest earnings. The Authority also experienced a decrease in City of Utica waste disposal expenses. Mr. Artessa said the decrease in expenses can be attributed to a decrease in waste tipping, decreased fuel costs, and decreased costs associated with the production of the City of Utica blue bags.

Resolution No. 17 was introduced by Mr. Bono, seconded by Mr. Comis, and passed to approve the Investment Policy Guidelines with no modifications. [10 Ayes; 0 Nays]

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AUTHORITY MEETING MINUTES

June 16, 2025

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Resolution No. 18 was introduced by Mr. Comis, seconded by Mr. Franco, and passed to approve the City of Rome's application for Reduced Tip Fees for Disposal of Disaster Debris caused by the tornado that occurred on July 16, 2024. [10 Ayes; 0 Nays] For purposes of transparency, Mr. Comis noted that in the past he was employed by the City of Rome, including serving as Commissioner of Public Works, and, therefore, has had past relationships with the Authority. Chairman Long acknowledged that there is no conflict of interest.

Resolution No. 19 was introduced by Mr. D'Onofrio, seconded by Mr. Comis, and passed to approve the Town of Camden's application for Reduced Tip Fees for Disposal of Disaster Debris caused by the winter storms that occurred in February 2025. [10 Ayes; 0 Nays]

Resolution No. 20 was introduced by Ms. Freeman, seconded by Mr. Boucher, and passed to approve the Town of Trenton's application for Reduced Tip Fees for Disposal of Disaster Debris caused by the winter storms that occurred in February 2025. [10 Ayes; 0 Nays]

Mr. Comis suggested that the Board consider a future resolution allowing approval of applications for the Reduced Tip Fees for Disposal of Disaster Debris be to the Executive Director's discretion, up to a particular tonnage. Executive Director Joshua Olbrys said he would discuss the matter further with Authority Counsel Kevin Martin.

In the absence of Recycling Coordinator Eileen Brinck, Mr. Olbrys presented the Authority's "Binny Mini" contest results. Contestants in Kindergarten through grade 12 were invited to create a short video, no more than one minute, on the importance of caring for the Earth. Winners received an Amazon gift card, and a visit to their class from Binny. A total of 26 students submitted videos. The first-place winners were the Kindness Crew from Herkimer Elementary, Proctor Middle School (Utica), and Camden Highschool. Ms. Freeman commented on how vast the Authority's website is and noted that every video that has ever been submitted by students can be viewed. Ms. Freeman said that the videos are thoughtful, creative, and well done.

Mr. Olbrys said that the Authority is partnering with newly upgraded Donovan Stadium at Murnane Field to provide new Authority garbage and recycling bins. The cost will be split equally between the Stadium and the Authority. Mr. Olbrys stated that partnering with companies/industries to provide garbage and recycling bins with the Authority logo is excellent marketing for the Authority.

Mr. Olbrys also announced some upcoming marketing events that the Authority will be participating in this summer, including Touch-a-Truck, the Boilermaker, and Connected Community Schools.

Executive Director Joshua Olbrys gave an update on construction at the Regional Landfill. The Authority is currently in the middle of a two-year contract with Mohawk Valley Materials for the construction of the Landfill's eighth cell. This cell will span over 67.5 acres (over half of the permitted footprint) and should last approximately three to four years. 80% of the stone needed for the drainage layer of the cell has been delivered and is on site. 75% of the clay needed for the cell's clay layer has been screened. The next step will be to finish the ground water suppression, and place and compact the clay layer.

Mr. Bono asked if the Authority had ever thought of encouraging residents to utilize trash compactors to potentially save on pick-up/disposal expenses, as well as conserve landfill space. Discussion ensued.

AUTHORITY MEETING MINUTES

June 16, 2025

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Mr. Olbrys said that it had been an inquiry in the past but ultimately would not save enough money or conserve enough space to be worth the associated costs.

Mr. Olbrys also stated that drilling will begin this week for the Regional Landfill gas expansion project. This project will consist of 11 new 60 to 100-foot wells, with 850 feet of vertical pipes being installed. Installation of the collection line will begin the week of June 23rd. This project will allow for improved/more efficient gas collection.

Before adjourning the meeting, Richard Bristol of Bristol's Roll-Off Services asked to address the Board. Mr. Bristol expressed his frustration with the increase in attempted disposal of waste from outside of Oneida and Herkimer Counties at Authority facilities. Mr. Olbrys stated that the Authority has hired an additional part-time employee to increase surveillance, in addition to increasing permits and tracking documents that are used as enforcement to monitor larger haulers. By making these changes, the Authority has caught and turned away at least ten people from outside of Oneida and Herkimer Counties within the past week. Mr. Bristol also wanted to voice a complaint regarding an Authority employee. Chairman Long explained that personnel matters such as this could not be discussed during an open meeting and suggested that Mr. Bristol write a letter voicing his concerns to Mr. Olbrys, who could then confidentially share with the Board.

At 5:12 PM, with no further business, a motion was made by Mr. Bono, seconded by Mr. D'Onofrio, and passed to adjourn the meeting.

Respectfully submitted,

Jodi M. Tuttle
Authority Secretary

Introductory No. 21

Resolution No. 21

Introduced by:

Seconded by:

RE: APPROVAL OF REDUCED TIP FEE FOR DISPOSAL OF DISASTER DEBRIS FROM THE TOWN OF TRENTON FROM CLEAN-UP FROM WINTER STORMS THAT OCCURRED IN FEBRUARY 2025

WHEREAS, the Authority Board of Directors adopted a Policy for Reduced Tip Fee Programs per Resolution No. 20 on December 21, 2020 to assist local municipalities and Oneida-Herkimer Counties when disaster occurs with reduced tipping fees for disposal of disaster debris; and

WHEREAS, on February 14, 2025, a Disaster Emergency was declared for all counties in the State of New York until March 21, 2025, due to a series of winter storms; and

WHEREAS, the Town of Trenton suffered damage (i.e., bowing walls) to its building adjacent to the recently demolished Post Office located at 114 Mappa Avenue, Barneveld, NY, resulting in an estimated 135 tons of disaster debris; and

WHEREAS, the Town of Trenton is in the process of cleaning up the structure as a result of the damage caused by the winter storms; and

WHEREAS, the Town of Trenton has submitted an Application for the Reduced Tip Fee Program for Disposal of Disaster Debris related to the winter storms that occurred in February 2025 to the Authority for its consideration; and

WHEREAS, the Authority Executive Director and staff evaluated the application submitted by the Town of Trenton and recommended approval by the Finance Committee; and

WHEREAS, the Finance Committee has reviewed the application submitted by the Town of Trenton and is now recommending approval by the full Authority Board of Directors; now, therefore, be it

RESOLVED, that the Oneida-Herkimer Solid Waste Authority Board of Directors approves the Application for the Reduced Tip Fee Program for Disposal of Disaster Debris at a rate of \$42.00 per ton resulting from winter storms that occurred in February 2025; and be it further

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Introductory No. 21

Resolution No. 21

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RESOLVED, that the Authority Board authorizes and directs the Executive Director to take all necessary action to assist the Town of Trenton with its clean-up.

Adopted by the following vote:

AYES ____ NAYS ____

Dated:

Introductory No. 22

Resolution No. 22

Introduced by:

Seconded by:

RE: APPROVAL OF REDUCED TIP FEE FOR DISPOSAL OF DISASTER DEBRIS FROM THE TOWN OF FORESTPORT FROM CLEAN-UP FROM WINTER STORMS THAT OCCURRED IN FEBRUARY 2025

WHEREAS, the Authority Board of Directors adopted a Policy for Reduced Tip Fee Programs per Resolution No. 20 on December 21, 2020 to assist local municipalities and Oneida-Herkimer Counties when disaster occurs with reduced tipping fees for disposal of disaster debris; and

WHEREAS, on February 14, 2025, a Disaster Emergency was declared for all counties in the State of New York until March 21, 2025, due to a series of winter storms; and

WHEREAS, the Town of Forestport suffered damage (i.e., collapsed building) to a former church located at 12188 Woodhull Road in Forestport, resulting in an estimated 150 tons of disaster debris; and

WHEREAS, the Town of Forestport is in the process of cleaning up the structure as a result of the damage caused by the winter storms; and

WHEREAS, the Town of Forestport has submitted an Application for the Reduced Tip Fee Program for Disposal of Disaster Debris related to the winter storms that occurred in February 2025 to the Authority for its consideration; and

WHEREAS, the Authority Executive Director and staff evaluated the application submitted by the Town of Forestport and recommended approval by the Finance Committee; and

WHEREAS, the Finance Committee has reviewed the application submitted by the Town of Forestport and is now recommending approval by the full Authority Board of Directors; now, therefore, be it

RESOLVED, that the Oneida-Herkimer Solid Waste Authority Board of Directors approves the Application for the Reduced Tip Fee Program for Disposal of Disaster Debris at a rate of \$42.00 per ton resulting from winter storms that occurred in February 2025; and be it further

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Resolution No. 22

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RESOLVED, that the Authority Board authorizes and directs the Executive Director to take all necessary action to assist the Town of Forestport with its clean-up.

Adopted by the following vote:

AYES ____ NAYS ____

Dated: