

APPROVED

**AUTHORITY MEETING MINUTES
December 16, 2024**

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

Board Members Absent: James Franco

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

Others Present: Kevin Martin, Authority Counsel; and Sarah Marris-Swann, Founder and Board President, Utica Creative Reuse

Chairman Long called the December 16, 2024, 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 Mr. Bono, and passed to approve the November 18, 2024, Authority Minutes. [9 Ayes; 0 Nays; Absent: Mr. Franco]

There were no comments received for the public comment period.

Recycling Coordinator Eileen Brinck announced that the Authority is honoring Utica Creative Reuse as 2024 Recycling Champion. Ms. Brinck stated that she had the opportunity to meet Sarah Marris-Swann, Founder and Board President of Utica Creative Reuse, while giving a tour of the Authority’s Recycling Center in November 2023. Utica Creative Reuse was founded with the mission to divert usable arts and crafts materials from the waste stream and return them to the community through an art supply thrift store and makerspace. Since 2023, the non-profit organization has diverted 5,885 pounds of unwanted materials from the waste stream. With the help of more than 50 volunteers, Utica Creative Reuse held 75 events at 20 locations in 2024, serving about 1,500 visitors. Ms. Brinck presented the Recycling Champion Award to Ms. Marris-Swann, who stated that she was honored to accept the award on behalf of the organization.

Resolution No. 18 was introduced by Mr. Redmond, seconded by Ms. Freeman, and passed commending Utica Creative Reuse as 2024 Recycling Champion. [9 Ayes; 0 Nays; Absent: Mr. Franco]

Authority Secretary Jodi Tuttle read Resolution No. 18 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

Jodi M. Tuttle
Authority Board Secretary

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Executive Director Josh Olbrys said that Resolution No. 19 would approve the Authority's Proposed 2025 Budget, 2025 Rate Schedule and Solid Waste Collection and Disposal Permit Rules and Regulations. The proposed 2025 Budget and Rate Schedule were presented before a public hearing at the November 18, 2024, Board meeting.

Resolution No. 19 was introduced by Mr. Redmond, seconded by Mr. Bono, and passed approving the 2025 Authority Budget, Rate Schedule and the Solid Waste Collection and Disposal Permit Rules and Regulations. [9 Ayes; 0 Nays; Absent: Mr. Franco]

Mr. Artessa said that Resolution No. 20 would approve 2024 Supplemental Appropriations and Budget Transfers needed for unanticipated expenses and explained the appropriations and budget transfers required within the departments.

Resolution No. 20 was introduced by Mr. Comis, seconded by Mr. D'Onofrio, and passed to approve 2024 Supplemental Appropriations and Budget Transfers. [9 Ayes; 0 Nays; Absent: Mr. Franco]

Mr. Olbrys said that Resolution No. 21 would allow the Authority to enter into a contract with Southwick Trucking, LLC, of Boonville, for the wastewater treatment by-products transportation service. Mr. Olbrys explained that the Authority has a long-standing, mutually beneficial relationship with Rome Water Pollution Control (RWPCF) and the Oneida County Water Quality and Water Pollution Control facilities (OCWQWPCF), as these facilities utilize the Authority's Regional Landfill to dispose of all wastewater treatment by-products. The Authority, via a Request for Proposals dated November 7, 2024, invited interested respondents to submit proposals for the transportation of wastewater treatment by-products from RWPCF and OCWQWPCF. The Authority received proposals from three respondents, current contractor Rauscher Bros., Inc. of West Leyden, Southwick Trucking, LLC of Boonville, and Daniel Lee Trucking, LLC of Boonville. Southwick Trucking, LLC, was determined by Authority staff to be the lowest responsible bidder. The term of the contract will commence on January 1, 2025 and terminate on December 31, 2027, with two additional one-year extensions, not to exceed five total years.

Resolution No. 21 was introduced by Mr. Comis, seconded by Mr. D'Onofrio, and passed to approve a contract with Southwick Trucking, LLC, for the wastewater treatment by-products transportation service, and directing the Executive Director to prepare and to take all action necessary to enter into a contract. [9 Ayes; 0 Nays; Absent: Mr. Franco]

Mr. Olbrys said that Resolution No. 22 would allow the Authority to enter into an agreement with Waste Management Recycle America for the purchase and/or marketing of processed paper recyclables. Mr. Olbrys explained that the Authority received three proposals in response to a Request for Proposals (RFP), which were evaluated based on price and other factors listed in the RFP. Based on this evaluation, Authority staff recommended that the Authority accept the proposal of Waste Management Recycle America.

Resolution No. 22 was introduced by Mr. Bono, seconded by Ms. Freeman, and passed, approving a contract with Waste Management Recycle America for a period of five years, and directing the Executive Director to take the action necessary to execute the agreement. [9 Ayes; 0 Nays; Absent: Mr. Franco]

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Mr. Olbrys said that Resolution No. 23 would approve an agreement with Geiter Done of WNY Inc. for removal and recycling of scrap tires. Mr. Olbrys stated that Geiter Done of WNY Inc. was the only proposal received in response to the Authority's Request for Proposals (RFP) dated December 5, 2024.

Resolution No. 23 was introduced by Mr. Redmond, seconded by Mr. D'Onofrio, and passed approving an agreement with Geiter Done of WNY Inc. for a period of three years, with the option of two additional one-year extensions, and directing the Executive Director to take the action necessary to execute the Agreement. [9 Ayes; 0 Nays; Absent: Mr. Franco]

Mr. Olbrys said that Resolution No. 24 would renew a Professional Services Agreement with Trainor Associates, Inc. Mr. Olbrys explained that the Authority periodically requires assistance from professional public relations firms for communication consulting and creative services. Trainor Associates, Inc. was selected based on years of experience in the field, quality of work, and competitive pricing.

Resolution No. 24 was introduced by Mr. D'Onofrio, seconded by Mr. Redmond, 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.

Mr. Olbrys said that Resolution No. 25 would approve a Cooperative Service Agreement with United States Department of Agriculture (USDA) Animal and Plant Health Inspection Service (APHIS) Wildlife Services (WS). Mr. Olbrys stated that the USDA-APHIS-WS has successfully conducted nuisance wildlife management services at Authority facilities for 18 years.

Resolution No. 25 was introduced by Mr. Williams, seconded by Mr. Comis, and passed to approve the Inter-Governmental Agreement put forth by the USDA-APHIS-WS for a five-year period and directing the Executive Director to take the action necessary to execute the Agreement.

Resolution No. 26 was introduced by Mr. Redmond, seconded by Mr. Bono, and passed to establish the following regular meetings dates for 2025: March 17th, May 12th, June 16th, September 15th, November 17th and December 15th, 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. Franco]

Resolution No. 27 was introduced by Ms. Freeman, seconded by Mr. Williams, and passed electing the following slate of officers and committee members for 2025: 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 and James Williams; and FOIL Appeals Committee: James D'Onofrio, Chair; James Franco and Barbara Freeman. [9 Ayes; 0 Nays; Absent: Mr. Franco]

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At 5:04 PM, with no further business, a motion was made by Mr. D'Onofrio, seconded by Mr. Bono, and passed to adjourn the meeting.

Respectfully submitted,



Jodi M. Tuttle

Authority Secretary