

AUTHORITY MEETING MINUTES
June 17, 2024

DRAFT

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

Board Members Absent: Treasurer Richard Redmond

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

Chairman Long called the June 17, 2024, Authority Board meeting to order at 4:30 PM and opened with the Pledge of Allegiance.

A motion was made by Mr. Bono, seconded by Mr. Comis and passed to approve the May 13, 2024, Authority Minutes.

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

Comptroller Joseph Artessa presented the City of Utica Solid Waste Fund Agreed Upon Procedures Report for the fiscal year ended March 31, 2024, and reported that there were no exceptions noted. Mr. Artessa provided highlights from the revenue and expense summary. Total revenues for the fiscal year ended March 31, 2024 totaled \$4,802,733, compared to \$4,347,828 in 2023. Total expenses for the year ended March 31, 2024 totaled \$4,650,746, compared to \$4,209,311 in the prior year. He noted that in 2024, the City of Utica Solid Waste Fund had a \$151,987 surplus, in comparison to the \$138,517 surplus in 2023.

Mr. Artessa said that the NYS Authorities Budget Office requires public authorities to annually review their Investment Policy and Investment Guidelines. The Finance Committee and staff have reviewed the Authority’s existing Investment Policy and Guidelines and are not proposing or recommending any modifications, currently.

Resolution No. 15 was introduced by Mr. Franco, seconded by Mr. Bono, and passed approving the Authority’s Investment Policy and Investment Guidelines without modification. [9 Ayes; 0 Nays; Absent: Mr. Redmond]

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Jodi M. Tuttle
Authority Board Secretary

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Superintendent of Waste Collection Justin Fitch provided an update on the Regional Landfill cell 8 liner system construction project. Mr. Fitch stated that Mohawk Valley Materials was awarded the 9.4-acre project in November 2023 for \$7,075,171.95. Work began on April 22, 2024, and will take approximately two years to complete. Thus far, the Regional Landfill access road has been relocated; drainage swales installed; topsoil stripped and stockpiled; and bulk excavation has begun. Mr. Fitch is pleased with the progress thus far.

Solid Waste Engineer Andrew Opperman reported on the Eastern Transfer Station's new cold storage building located at the Authority's Utica facility. The capital plan project was awarded to Borderline Excavation and Fencing (Fulton, NY). The facility is 4,000 sq. ft. with a wooden frame and shallow foundation. The project started in April 2024 and was completed in June.

Recycling Coordinator Eileen Brinck provided an update on the Authority's "Binny" poster contest that was held during the month of May. Students had the option of coloring a pre-printed "Binny" poster or designing their own poster. All winners received a custom T-shirt with their design and an Amazon gift card. First place winners won a school visit from "Binny". Coloring page winners were from Watson Williams Elementary (2) and Poland Elementary (1). Poster winners were from Jones Elementary (1) and Mount Markham High School (2). Ms. Brinck noted that there was a total of 150 entries.

At 4:55 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