

**MONTGOMERY-OTSEGO-SCHOHARIE SOLID WASTE MANAGEMENT
AUTHORITY
ANNUAL BOARD MEETING #2**

DATE: January 29, 2008

LOCATION: Howes Cave Administrative Complex

Members Present

Martha Clarvoe
Meredith McNeil
David Parker
Olga Podmajersky
Phil Skowfoe
John Thayer
Edward Wesnofske

Members Absent

Daniel Baker

Others Present

Gilbert Chichester
Barbara Corrigan
Glenn Packard
Jason Cooper
Robin Loske
Terry Bliss – Otsego Co.

1. Opening

Chairman Wesnofske opened the meeting at 1:03 p.m.

2. Adoption of Agenda

Meredith McNeil motioned to accept the Agenda with an amendment to add an executive session after the adoption of the minutes. Olga Podmajersky seconded the motion and on voice call the Agenda was approved as amended.

3. Privilege of the Floor

Chairman Wesnofske offered privilege of the floor. No one came forth.

4. Minutes of Prior Meeting of January 10, 2008

Philip Skowfoe motioned to amend the minutes on page 9, paragraph 4, to reflect that he abstained on the vote for Resolution Number 1 “Approving Capital Project to be Known as the “Scale System Replacement Project and Authorizing the Executive Director to Execute all Required Documents” because he did not have enough information. Mr. Parker pointed out a typo on page five.

Meredith McNeil seconded the motion and on voice call the minutes were approved as amended with John Thayer “abstaining”.

5. Executive Session

Philip Skowfoe motioned to go into executive session to discuss personnel matters. Olga Podmajersky seconded the motion and on voice call the motion was approved. The Board convened into executive session at 1:10 p.m.

At 2:10 p.m. Meredith McNeil motioned to come out of executive session. Philip Skowfoe seconded the motion and on voice call the motion was approved.

Reports

Chairman's Report

Chairman Wesnofske stated that he had nothing to report at this time.

Executive Director's Report

Mr. Chichester reported as follows:

- **Orientation for New Members**

There was an orientation session for the new members in the morning prior to the Board meeting. Mr. Chichester felt that the meeting went well and a lot of information was presented to the two new Board members.

- **City of Amsterdam Recycling Program**

Barbara Corrigan, Glenn Packard and Mr. Chichester attended the Amsterdam City Counsel meeting the evening before. The meeting was to address the issues surrounding the City's recycling program.

Mr. Halgas from the City reported that over the past twelve years the City has worked with eight different contractors.

The last contractor backed out of the contract because of the contamination of the recycling material being put out by the residents. The City sent notices to the vendors who have bid in the past indicating they would be rebidding the contract and looking for feedback regarding the contract.

There was a lot of discussion on various topics such as bins versus plastic bags, dual stream versus single stream, etc. The expectation is the vendor would be responsible for educational efforts. The City is currently putting together a draft proposal and hoped to go out to bid in the next couple of weeks.

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Mr. Chichester expressed support and interest on the Authority's behalf. He stated that he could not go beyond that because he does not have a clear understanding as to what the Board would want to do.

Mr. Wesnofske stated that in 2006 the Authority did offer to look into using the outside tip wall at the Western Transfer Station for the City and Towns recycling activities and asked if any further study had been done.

Mr. Chichester responded that Mr. Halgas indicated that the City procurement policy is to follow General Municipal Law 103, which does not allow them to negotiate. It is a public works project, which requires prevailing wage and a bidding process.

Mr. Chichester stated that he did offer to look into the use of the transfer station for transport and marketing.

The Chairman of the City's Solid Waste Committee indicated that he wanted to have some discussion around the relationship of MOSA and the City working together but the discussion really did not go any further.

Mr. Thayer asked if MOSA has done any cost analysis relative to recycling. Mr. Chichester responded that Ms. Corrigan has been working on the cost analysis and will be bringing it forward to the appropriate committee once the committees have been established.

Mr. McNeil asked if there has been any problem with contamination with the recycling material that comes into the Schoharie Transfer Station. Mr. Chichester stated that it has not been a problem. There has always been positive feed back from the recycling markets indicating the Authority delivers good clean material.

Terry Bliss of Otsego County stated that there are no contamination issues with his County's recycling program.

▪ **Waste Flow Shortfalls**

Mr. Chichester reported that January's waste flow is showing significant shortfalls. Comparing January 2007 to January 2008 there is a shortfall of 1,800 tons. When comparing December 2006 to December 2007 the shortfall reflects that the Schoharie Transfer Station is down by 250 tons; the Western Transfer Station is down by 450 tons; the Amsterdam Transfer Station is down by 800 tons; and the Oneonta Transfer Station is down by 300 tons. These figures only reflect the loss of inside waste and not the loss of outside waste.

Mr. Chichester stated that County Waste is bringing in very little waste from the Montgomery and Schoharie County areas. Casella waste deliveries are also down in

Otsego County. Mr. Chichester indicated that he would keep the Board informed of the shortfalls.

▪ **Maps**

Mr. Chichester pointed out that there are a new series of maps hanging on the Board Room wall showing the three Counties and where the MOSA facilities are located. The plan is to have pictures of the sites incorporated into the maps. In the future there will also be a map of New York showing all the landfills in the state. The Schoharie County Planning Department assisted with compiling the maps and will help add additional information down the road.

Mr. Parker felt that maps would be useful to project loss of waste going over the county lines.

Mr. Wesnofske felt the maps presented a good visual aid relative to where and what the MOSA sites look like. He suggested more detailed pictures be added relative to the transfer stations and the landfills. Mr. Chichester indicated that the changes could be made and stated that ongoing changes will be made to the maps over time.

7. Financial Report

Jason Cooper reported as follows:

Page 20 - Recycling Summary – Revenues gained in 2007 for recycling was \$31,000. A good share of this was collected from the scrap metal program.

Mr. Skowfoe asked what MOSA's expenditure was to run the scrap metal program. Mr. Cooper responded that the cost for administration was \$285 per load.

Ms. Podmajersky stated that it is a difficult question to answer.

Mr. Chichester pointed out that the transfer station is already staffed and it takes very little time to put a piece of metal in the box.

Mr. Skowfoe stated that he understood what Mr. Chichester was saying but felt that there needs to be accountability for what the costs are and felt that employees should keep track of the time spent on recycling activities.

Barbara Corrigan stated that she has been working on costs and analyzing them based on tons by site. She stated that there is a question as to what are fixed costs and what are variable costs. The fixed costs are associated with the three employees it takes to run the transfer station to handle the waste flow. Even if there were no recycling activities taking place at the station there are still three people working there. The Authority is just making the best use of the resources that they have. Ms. Corrigan felt that it would be cumbersome to have each

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individual employee fill out a form relative to their time spent on recycling. If one piece of metal comes in, it only takes a few minutes for the employee to put it in the box.

Mr. Parker stated that he agreed with Ms. Corrigan that it could be cumbersome for the staff to try and track the few minutes during the day that they spend on recycling. He pointed out that the fixed costs also vary by season and the weather.

Mr. Skowfoe stated that the time spent on recycling does not have to be exact. It could be a ballpark figure. He stated that if all the labor is contributed to handling the garbage it is not an accurate cost.

Ms. Clarvoe suggested that an intern could come and do a time study for a week or so. Mr. Wesnofske felt that would be an overly complicated way to develop the information. He suggested that the employees might keep track for a two-week period to get some kind of idea of how much time is being spent on recycling.

Mr. Packard stated that if staff spent two hours a week on recycling that would be a lot. The time spent on recycling is minimal. Mr. Packard stated that he would have the time associated to the recycling activities by the next Board meeting.

Page 21 – Budget versus Actual – the 2007 Budget was under by 3%.

There was some discussion as to when the GAT is prepared and distributed. It was pointed out that the GAT is mailed on the 10th of the month and copies go to the Clerk of the Board's of the three Counties.

7. Resolutions

Resolution Number 5 Confirming Naming of Chairperson of the Montgomery-Otsego-Schoharie Solid Waste Management Authority} Sponsored by Meredith McNeil – Seconded by John Thayer

Meredith McNeil nominated Edward Wesnofske for Chairperson. Martha Clarvoe seconded the nomination.

Olga Podmajersky nominated John Thayer for Chairperson. Philip Skowfoe seconded the nomination.

Martha Clarvoe motioned, seconded by Meredith McNeil, to close the nominations. The votes were cast with Edward Wesnofske receiving 4 votes and John Thayer receiving 3 votes.

On roll call Edward Wesnofske was named as Chairperson for the Authority with six members voting “aye” and one member (Podmajersky) voting “nay”.

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Resolution Number 6 Confirming Naming of Vice Chairperson of the Montgomery-Otsego-Schoharie Solid Waste Management Authority} Sponsored by Meredith McNeil – Seconded by Edward Wesnofske

Edward Wesnofske nominated Olga Podmajersky for Vice Chairperson. David Parker seconded the nomination.

Meredith McNeil motioned, seconded by John Thayer, to close the nominations.

The votes were cast with Olga Podmajersky receiving 7 votes.

On roll call Olga Podmajersky was unanimously named as Vice Chairperson for the Authority.

Resolution Number 7 Confirming Naming of Treasurer of the Montgomery-Otsego-Schoharie Solid Waste Management Authority} Sponsored by Edward Wesnofske – Seconded by David Parker

Edward Wesnofske nominated Meredith McNeil for Treasurer. David Parker seconded the nomination.

Edward Wesnofske motioned, seconded by David Parker, to close the nominations.

The votes were cast with Meredith McNeil receiving 7 votes.

On roll call Meredith McNeil was unanimously named as Treasurer for the Authority.

Resolution Number 8 Confirming Naming of Secretary of the Montgomery-Otsego-Schoharie Solid Waste Management Authority} Sponsored by Meredith McNeil – Seconded by Martha Clarvoe

Edward Wesnofske nominated Gilbert Chichester for Secretary. David Parker seconded the nomination.

Edward Wesnofske motioned, seconded by David Parker, to close the nominations.

The votes were cast with Gilbert Chichester receiving 7 votes.

On roll call Gilbert Chichester was unanimously named as Secretary for the Authority.

Resolution Number 9 Confirming Naming of Assistant Secretary of the Montgomery-Otsego-Schoharie Solid Waste Management Authority} Sponsored by David Parker – Seconded by Meredith McNeil

Edward Wesnofske nominated Barbara Corrigan for Assistant Secretary. Meredith McNeil seconded the nomination.

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David Parker motioned, seconded by Meredith McNeil, to close the nominations.

The votes were cast with Barbara Corrigan receiving 7 votes.

On roll call Barbara Corrigan was unanimously named as Assistant Secretary for the Authority.

Resolution Number 10 Establishing Official Depositories for the Authority} Sponsored by David Parker – Seconded by Meredith McNeil

The Resolution named the following banks as official depositories: Key Bank, First Niagara, Wilber National Bank, Citizens Bank and National Bank and Trust Company.

Philip Skowfoe motioned to amend the Resolution to add the Legacy Bank as one of the official depositories. John Thayer seconded the motion and on voice call the motion was unanimously approved.

On roll call the Resolution was unanimously adopted as amended.

Resolution Establishing Official Newspapers for the Authority} Sponsored by Olga Podmajersky – Seconded by Meredith McNeil

The Resolution named the following newspapers as the official newspapers for the Authority: Amsterdam Recorder, The Gazette, Daily Star, and the Times Journal.

On voice call the Resolution was unanimously adopted.

Resolution Establishing Regular Meetings for 2008} Sponsored by Meredith McNeil – Seconded by John Thayer

The Resolution established the following dates for regular meetings for 2008: March 20th, May 22nd, July 24th, September 18th and November 20th.

On voice call the Resolution was unanimously adopted.

8. Other Business

Chairman Wesnofske thanked the Board for their support and stated that he was looking forward to a new generation of leadership. He indicated that he would prepare and distribute the Committee Schedule as soon as possible.

Ms. Podmajersky asked about the status of the planning letter presented from the Auditors for the upcoming audit. Ms. Corrigan assured Ms. Podmajersky that everything on the Auditors list has been taken care of. Ms. Corrigan stated that Jason Cooper has done an excellent job pulling together all the information.

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Ms. Podmajersky asked the status of the GBB report. Mr. Wesnofske stated the Planning Committee would be reviewing it.

Next Meeting

The next Board meeting was scheduled for February 21st at 1:00 p.m.

9. Closing

Meredith McNeil motioned to adjourn the meeting. Martha Clarvoe seconded the motion, which was unanimously approved on voice call.

The meeting adjourned at 3:15 p.m.

Respectfully Submitted,

Robin Loske
Confidential Secretary



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Resolution No. 5 of 2008
Dated January 29, 2008
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**Resolution Confirming Naming of Chairperson of the Montgomery-Otsego-Schoharie
Solid Waste Management Authority for the Year 2008**

Resolution By: Meredith McNeil

Seconded By: John Thayer

Whereas, the Montgomery-Otsego-Schoharie Solid Waste Management Authority did adopt Bylaws pursuant to provisions of Title 13-AA of the Public Authorities Law of the State of New York at its meeting of October 6, 1988, and

Whereas, such Bylaws require an election of officers, including a chairman, vice chairman, treasurer, secretary and designation of an assistant secretary, and

Whereas, it has been the past practice of the Authority for the immediate past Chairperson to temporarily preside over the organizational meeting until a Chairperson is elected for the upcoming year, and

Whereas, the floor was opened for nominations for Chairperson with the following results:

1. Edward Wesnofske	Offered by Meredith McNeil – Seconded by Martha Clarvoe
2. John Thayer	Offered by Olga Podmajersky – Seconded by Philip Skowfoe
3.	

,and

Whereas, a motion to close nominations was made by Martha Clarvoe and seconded by Meredith McNeil,
and

Whereas, the following votes were cast:

Name	Votes
1. Edward Wesnofske	4
2. John Thayer	3
3.	

Now, Therefore, Be It

Resolved, that Authority member **Edward Wesnofske** is hereby named to serve as Chairperson of the Montgomery-Otsego-Schoharie Solid Waste Management Authority, and be it further



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Solid Waste Management Authority

Resolution No. 5 of 2008
Dated January 29, 2008
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**Resolution Confirming Naming of Chairperson of the Montgomery-Otsego-Schoharie
Solid Waste Management Authority for the Year 2008**

Resolution By: Meredith McNeil

Seconded By: John Thayer

Resolved, that the above named individual shall serve in the designated office until a successor is chosen and qualify or until their resignation, incapacity, or death, with the privilege and responsibility of exercising all the respective powers and duties thereof, and be it further

Resolved, that the aforementioned individuals will take office immediately upon the enactment of this Resolution.

Resolution Adopted.

Secretary

VOTING RECORD

NAME	AYE	NAY	ABSTAIN	ABSENT
M. Clarvoe	X			
M. McNeil	X			
D. Parker	X			
O. Podmajersky		X		
P. Skowfoe	X			
J. Thayer	X			
E. Wesnofske	X			

STATE OF NEW YORK)
COUNTY OF SCHOHARIE)ss.:

This is to certify that I, the undersigned, Secretary of the Montgomery-Otsego-Schoharie Schoharie Solid Waste Management Authority, have compared the forgoing copy of this Resolution with the original Resolution now on file in the office, and which was adopted by the Authority on the 29th day of January, 2008, a majority of all the members elected to the Authority voting in favor thereof, and that the same is a correct and true transcript of such original Resolution and of the whole thereof.

IN WITNESS WHEREOF, I have hereunto set my hand and the official seal of the Authority on this 29th day of January, 2008.



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Resolution No. 6 of 2008
Dated January 29, 2008
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Resolution Confirming Naming of Vice Chairperson of the Montgomery-Otsego-Schoharie Solid Waste Management Authority for the Year 2008

Resolution By: Meredith McNeil

Seconded By: Edward Wesnofske

Whereas, the Montgomery-Otsego-Schoharie Solid Waste Management Authority did adopt Bylaws pursuant to provisions of Title 13-AA of the Public Authorities Law of the State of New York at its meeting of October 6, 1988, and

Whereas, such Bylaws require an election of officers, including a chairman, vice chairman, treasurer, secretary and designation of an assistant secretary, and

Whereas, the floor was opened for nominations for Vice Chairperson with the following results:

4. Olga Podmajersky	Offered by Edward Wesnofske – Seconded by David Parker
5.	
6.	

,and

Whereas, a motion to close nominations was made by Meredith McNeil and seconded by John Thayer, and

Whereas, the following votes were cast:

Name	Votes
4. Olga Podmajersky	7
5.	
6.	

Now, Therefore, Be It

Resolved, that Authority member **Olga Podmajersky** is hereby named to serve as Vice Chairperson of the Montgomery-Otsego-Schoharie Solid Waste Management Authority, and be it further



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Solid Waste Management Authority

Resolution No. 6 of 2008
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Resolution Confirming Naming of Vice Chairperson of the Montgomery-Otsego-Schoharie Solid Waste Management Authority for the Year 2008

Resolution By: Meredith McNeil

Seconded By: Edward Wesnofske

Resolved, that the above named individual shall serve in the designated office until a successor is chosen and qualify or until their resignation, incapacity, or death, with the privilege and responsibility of exercising all the respective powers and duties thereof, and be it further

Resolved, that the aforementioned individuals will take office immediately upon the enactment of this Resolution.

Resolution Adopted.

Secretary

VOTING RECORD

NAME	AYE	NAY	ABSTAIN	ABSENT
M. Clarvoe	X			
M. McNeil	X			
D. Parker	X			
O. Podmajersky	X			
P. Skowfoe	X			
J. Thayer	X			
E. Wesnofske	X			

STATE OF NEW YORK)
COUNTY OF SCHOHARIE)ss.:

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Montgomery-Otsego-Schoharie
Solid Waste Management Authority

Resolution No. 7 of 2008
Dated January 29, 2008
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Resolution Confirming Naming of Treasurer of the Montgomery-Otsego-Schoharie Solid Waste Management Authority for the Year 2008

Resolution By: Edward Wesnofske

Seconded By: David Parker

Whereas, the Montgomery-Otsego-Schoharie Solid Waste Management Authority did adopt Bylaws pursuant to provisions of Title 13-AA of the Public Authorities Law of the State of New York at its meeting of October 6, 1988, and

Whereas, such Bylaws require an election of officers, including a chairman, vice chairman, treasurer, secretary and designation of an assistant secretary, and

Whereas, the floor was opened for nominations for Treasurer with the following results:

7. Meredith McNeil Offered by Edward Wesnofske – Seconded by David Parker
8.
9.

,and

Whereas, a motion to close nominations was made by Meredith McNeil and seconded by David Parker, and

Whereas, the following votes were cast:

Name	Votes
7. Meredith McNeil	7
8.	
9.	

Now, Therefore, Be It

Resolved, that Authority member **Meredith McNeil** is hereby named to serve as Treasurer of the Montgomery-Otsego-Schoharie Solid Waste Management Authority, and be it further

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Montgomery-Otsego-Schoharie
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Resolution No. 7 of 2008
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Resolution Confirming Naming of Treasurer of the Montgomery-Otsego-Schoharie Solid Waste Management Authority for the Year 2008

Resolution By: Edward Wesnofske

Seconded By: David Parker

Resolved, that the above named individual shall serve in the designated office until a successor is chosen and qualify or until their resignation, incapacity, or death, with the privilege and responsibility of exercising all the respective powers and duties thereof, and be it further

Resolved, that the aforementioned individuals will take office immediately upon the enactment of this Resolution.

Resolution Adopted.

Secretary

VOTING RECORD

NAME	AYE	NAY	ABSTAIN	ABSENT
M. Clarvoe	X			
M. McNeil	X			
D. Parker	X			
O. Podmajersky	X			
P. Skowfoe	X			
J. Thayer	X			
E. Wesnofske	X			

STATE OF NEW YORK)
COUNTY OF SCHOHARIE)ss.:

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IN WITNESS WHEREOF, I have hereunto set my hand and the official seal of the Authority on this 29th day of January, 2008.



Montgomery-Otsego-Schoharie
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Resolution No. 8 of 2008
Dated January 29, 2008
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Resolution Confirming Naming of Secretary of the Montgomery-Otsego-Schoharie Solid Waste Management Authority for the Year 2008

Resolution By: Meredith McNeil

Seconded By: Martha Clarvoe

Whereas, the Montgomery-Otsego-Schoharie Solid Waste Management Authority did adopt Bylaws pursuant to provisions of Title 13-AA of the Public Authorities Law of the State of New York at its meeting of October 6, 1988, and

Whereas, such Bylaws require an election of officers, including a chairman, vice chairman, treasurer, secretary and designation of an assistant secretary, and

Whereas, the floor was opened for nominations for Secretary with the following results:

10. Gilbert L. Chichester Offered by Edward Wesnofske – Seconded by David Parker
11.
12.

,and

Whereas, a motion to close nominations was made by Meredith McNeil and seconded by Martha Clarvoe, and

Whereas, the following votes were cast:

Name	Votes
10. Gilbert L. Chichester	7
11.	
12.	

Now, Therefore, Be It

Resolved, that Authority member **Gilbert L. Chichester** is hereby named to serve as Secretary of the Montgomery-Otsego-Schoharie Solid Waste Management Authority, and be it further



Montgomery-Otsego-Schoharie
Solid Waste Management Authority

Resolution No. 8 of 2008
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Resolution Confirming Naming of Secretary of the Montgomery-Otsego-Schoharie Solid Waste Management Authority for the Year 2008

Resolution By: Meredith McNeil

Seconded By: Martha Clarvoe

Resolved, that the above named individual shall serve in the designated office until a successor is chosen and qualify or until their resignation, incapacity, or death, with the privilege and responsibility of exercising all the respective powers and duties thereof, and be it further

Resolved, that the aforementioned individuals will take office immediately upon the enactment of this Resolution.

Resolution Adopted.

Secretary

VOTING RECORD

NAME	AYE	NAY	ABSTAIN	ABSENT
M. Clarvoe	X			
M. McNeil	X			
D. Parker	X			
O. Podmajersky	X			
P. Skowfoe	X			
J. Thayer	X			
E. Wesnofske	X			

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COUNTY OF SCHOHARIE)ss.:

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IN WITNESS WHEREOF, I have hereunto set my hand and the official seal of the Authority on this 29th day of January, 2008.
