

Western Finger Lakes Solid Waste Management Authority

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NOTICE OF AUTHORITY MEETING

Monday, May 17, 2010

PLACE: Wayne County Courthouse
26 Church Street, 1st Floor
Lyons, New York

5:00 P.M.

PLEASE CALL 315 946-7650 OR 1-800-724-3867 BY May 17, 2010 IF YOU ARE UNABLE TO ATTEND THIS MEETING. A QUORUM IS NECESSARY TO APPROVE RESOLUTIONS. THANK YOU.

DRAFT AGENDA

- I. APPROVE AUTHORITY MEETING MINUTES
 - MARCH 15, 2010 (Resolution #10-18)
- II. BILLS AND STATEMENTS (Resolution #10-19)
- III. CHAIRPERSON'S REPORT
- IV. TREASURER'S REPORT
 - JANUARY – APRIL 2010
 - LINE ITEM ADJUSTMENTS – 2010 (Resolution #10-20)
- V. PUBLIC EDUCATION/PUBLIC RELATIONS REPORT
 - HOUSEHOLD HAZARDOUS WASTE COLLECTION CONTRACT (Resolution #10-21)
- VI. RECYCLING COORDINATOR'S REPORT

• *Wayne County*

• *Yates County*

PLEASE RECYCLE

VII. OFFICE MANAGER'S REPORT

- MONEY PURCHASE PLAN ECONOMIC GROWTH AND TAX RELIEF RECONCILIATION ACT (EGTRRA) RESTATEMENT (Resolution #10-22)
- APPROVE 2009 FINANCIAL STATEMENTS (Resolution #10-23)

VIII. ADMINISTRATOR'S REPORT

- DISSOLVE YATES COUNTY IPC FUND AND COMBINE WITH YATES COUNTY OPERATING FUND (Resolution #10-24)
- MINORITY AND WOMEN-OWNED BUSINESS ENTERPRISE (MWBE) LETTER
- FIVE YEAR CAPITAL PLAN

IX. OTHER BUSINESS

PLEASE NOTE!

NEXT AUTHORITY MEETING: August 16, 2010 - Wayne County

RESOLUTIONS

May 17, 2010 Authority Meeting

10-18. **APPROVAL OF MARCH 15, 2010 MINUTES**

RESOLVED, that the minutes for the Western Finger Lakes Authority Board meeting of March 15, 2010 be hereby approved as distributed.

10-19. **BILLS AND STATEMENTS**

RESOLVED, that the attached list of bills and statements (invoice register) for services are approved and the Treasurer is authorized to make payment.

10-20. **LINE ITEM ADJUSTMENTS**

RESOLVED, that the 2010 Budget Line Items of the Western Finger Lakes Authority be amended and revised to provide the following line item transfers:

FUNDS 01, 03 - GOVERNMENTAL FUNDS

Increase:

Funds 01, 03 – Wayne, Yates Counties Governmental Funds - Account #3200; Dept. 200 (Legal Services)	\$ 950.00
Fund 01 - Wayne County Governmental Fund - Account #4699; Dept. 202 (Mass Mailings)	\$ 190.00
Funds 01, 03 – Wayne, Yates Counties Governmental Funds - Account #4803; Dept. 200 (Insurance – Fire)	\$ 67.00
TOTAL	\$ 1,207.00

Decrease:

Funds 01, 03 – Wayne, Yates Counties Governmental Funds - Account #3030; Dept. 200 (Employer FICA Expense)	\$ 511.00
Funds 01, 03 – Wayne, Yates Counties Governmental Funds - Account #3031; Dept. 200 (NYS Unemployment Insurance)	\$ 38.00
Funds 01, 03 – Wayne, Yates Counties Governmental Funds - Account #3050; Dept. 200 (Office Equipment)	\$ 142.00
Funds 01, 03 – Wayne, Yates Counties Governmental Funds - Account #4200; Dept. 200 (Office Expenses)	\$ 4.00
Fund 01 - Wayne County Governmental Fund - Account #4695; Dept. 202 (Advertising - Newspaper)	\$ 190.00
Funds 01, 03 – Wayne, Yates Counties Governmental Funds - Account #4750; Dept. 200 (Office Maintenance)	\$ 72.00

Decreases (cont.):

Funds 01, 03 – Wayne, Yates Counties Governmental Funds -
Account #5201; Dept. 200 (Travel & Expenses) \$ 250.00

TOTAL \$ 1,207.00

FUND 11 - WAYNE COUNTY INTERMEDIATE PROCESSING CENTER

Increase:

Fund 11 - Wayne County IPC -
Account #3053 (Equipment Lease) \$ 495.00

Fund 11 - Wayne County IPC -
Account #3059 (Baler – Mosley) \$ 6,500.00

Fund 11 - Wayne County IPC -
Account #3069 (Truck #3 - Freightliner) \$ 1,000.00

Fund 11 - Wayne County IPC -
Account #3090 (Food Supplies - MRF) \$ 150.00

Fund 11 - Wayne County IPC -
Account #3112 (Max-Pak Baler) \$ 2,250.00

Fund 11 - Wayne County IPC -
Account #5012 (Internet Expense) \$ 20.00

Fund 11 - Wayne County IPC -
Account #5201 (Travel and Expenses) \$ 41.00

Fund 11 - Wayne County IPC -
Account #5645 (Waste Oil Heater) \$ 299.00

Fund 11 - Wayne County IPC -
Account #5647 (JCB Loader – 2007) \$ 4,000.00

TOTAL: \$14,755.00

Decrease:

Fund 11 - Wayne County IPC -
Account #3030 (Employer FICA Expenses) \$ 4,300.00

Fund 11 - Wayne County IPC -
Account #3031 (NYS Unemployment Expenses) \$ 4.00

Fund 11 - Wayne County IPC -
Account #3040 (Retirement) \$ 2,000.00

Fund 11 - Wayne County IPC -
Account #3058 (Loader JCB - 1996) \$ 1,500.00

Fund 11 - Wayne County IPC -
Account #3064 (Bobcat #2) \$ 1,000.00

Decreases (cont.):

Fund 11 - Wayne County IPC - Account #3065 (Forklift –Hyster 50XL)	\$ 1,000.00
Fund 11 - Wayne County IPC - Account #3078 (Optical Sorting System)	\$ 500.00
Fund 11 - Wayne County IPC - Account #3079 (Hyster 80XL)	\$ 1,500.00
Fund 11 - Wayne County IPC - Account #3105 (Strapper Tool)	\$ 250.00
Fund 11 - Wayne County IPC - Account #4910 (Facility Miscellaneous)	\$ 750.00
Fund 11 - Wayne County IPC - Account #4930 (Facility Maintenance)	\$ 1,525.00
Fund 11 - Wayne County IPC - Account #4940 (Facility Repairs)	\$ 226.00
Fund 11 - Wayne County IPC - Account #5650 (Uniform Rental)	\$ 200.00
TOTAL:	\$14,755.00

FUND 21 - WAYNE COUNTY CURBSIDE ACCOUNT

Increase:

Fund 21 - Wayne County Curbside - Account #5629 (Truck #15 – 2005 Chevrolet)	\$ 9,000.00
Fund 21 - Wayne County Curbside - Account #5633 (Truck #8 – 2002 International)	\$ 2,500.00
Fund 21 - Wayne County Curbside - Account #5641 (Vehicle Maintenance Supplies - Curbside)	\$ 2,500.00
TOTAL:	\$14,000.00

Decrease:

Fund 21 - Wayne County Curbside - Account #5632 (Truck #7 – 2002 International)	\$14,000.00
TOTAL:	\$14,000.00

10-21. **HOUSEHOLD HAZARDOUS WASTE COLLECTION CONTRACT**

COMPLETED RESOLUTION WILL BE AVAILABLE FOR REVIEW PRIOR TO THE MEETING.

WHEREAS, the Authority has solicited requests for proposals for a household hazardous waste clean-up day on behalf of Wayne County; and

WHEREAS, () contractors have responded with a proposal; and

WHEREAS, the Authority's Public Relations/Public Education Coordinator has evaluated the proposal and recommended that be awarded the contract, based upon its low bid and qualifications; now, therefore, be it

RESOLVED, that the Authority enter into an agreement with to provide services for a household hazardous waste collection day to be held in Wayne County, on Saturday, September 25, 2010, in accordance with the terms submitted in the proposal and presented to the Authority; and be it further

RESOLVED, that the attached Schedule A (itemized costs for recycling of Household Hazardous Waste Materials) be made part of this resolution; and be it further

RESOLVED, that the agreement with is contingent upon a satisfactory review of their insurance documentation by the Authority's legal counsel and insurance consultant; and be it further

RESOLVED, that the Chairman and the Administrator of the Authority are each hereby authorized to execute documents as may be necessary and advisable to carry out the intent of the foregoing resolution.

10-22.

MONEY PURCHASE PLAN EGTRRA RESTATEMENT

WHEREAS, the Employer has the power to amend and restate the Plan.

On December 20, 2009 the following resolutions to amend and restate the WESTERN FINGER LAKES SOLID WASTE MANAGEMENT AUTHORITY MONEY PURCHASE PLAN and the WESTERN FINGER LAKES SOLID WASTE MANAGEMENT AUTHORITY MONEY PURCHASE PLAN were duly adopted by a majority of the Board of Directors of WESTERN FINGER LAKES SOLID WASTE MANAGEMENT AUTHORITY and that such resolutions have not been modified or rescinded as of the date hereof:

RESOLVED, that the form of Plan presented to this meeting is a Money Purchase Pension Plan as authorized under Internal Revenue Code sections 401(a) and 501(a). This restatement shall be effective January 1, 2009;

RESOLVED, that the WESTERN FINGER LAKES SOLID WASTE MANAGEMENT AUTHORITY MONEY PURCHASE PLAN and the WESTERN FINGER LAKES SOLID WASTE MANAGEMENT AUTHORITY MONEY PURCHASE PLAN presented to this meeting are hereby adopted and approved and that the proper officers of the Employer are hereby authorized and directed to execute and deliver to the Plan Administrator one or more counterparts of the Plan and Trust.

RESOLVED, that the proper Officers of the Employer shall act as soon as possible to notify employees of the Employer of the restatement of the Plan and Trust by delivering to each employee a copy of the summary plan description of the Plan in the form of the Summary Plan Description presented to this meeting, which form is hereby approved.

RESOLVED, that the form of Plan presented to this meeting is a restatement intended to meet the requirements of the Economic Growth and Tax Relief Reconciliation Act of 2001, ("EGTRRA"), the Job Creation and Worker Assistance Act of 2002, ("JCWAA"), and the Sarbanes-Oxley Act of 2002, ("SOA"). This restatement shall be effective January 1, 2009.

10-23. **APPROVE 2009 FINANCIAL STATEMENTS**

RESOLVED, that in accordance with the recommendation of the Audit Committee, the 2009 Audited Financial Statements prepared by Raymond F. Wager, CPA, P.C., a copy of which is attached to the minutes, and the 2009 Investment Report, also attached to the minutes, is accepted by the Authority and the Office Manager is authorized to file them in the manner required by the Authority By-Laws and/or Enabling Legislation and/or the Public Authorities Accountability Act.

10-24. **CLOSE YATES COUNTY IPC FUND AND COMBINE WITH YATES COUNTY OPERATING FUND**

WHEREAS, the sale of the Yates County Intermediate Processing Center renders the Yates IPC fund inactive; and

WHEREAS, the Audit Committee has recommended that the Yates IPC fund be combined with the Yates Operating Fund; now, therefore be it

RESOLVED, that the Yates IPC Fund is hereby combined with the Yates Operating Fund; and be it further

RESOLVED, that the Yates IPC fund be closed.