



MEETING NOTICE

**Thursday, August 26, 2021
Materials Management Facility
23400 NYS Route 177
Rodman, New York**

Conference Room 1

Board of Directors – 10:00 AM

Pursuant to Open Meetings Law, members of the public have the right to attend the Meeting telephonically via Zoom by dialing into the following access line, or view the proceedings using the following link:

Dial In Number: 1-646-876-9925 Meeting ID: 871 1225 7275 Passcode: 258131

<https://us02web.zoom.us/j/87112257275?pwd=bkNVcEdONmhEVWxXeEILZjYxbkJDZz09>

**The Public May View and Listen to the Meeting
Live Stream at www.danc.org.**



AGENDA

BOARD OF DIRECTORS MEETING

Thursday, August 26, 2021 – 10:00 AM

Materials Management Facility

23400 NYS Route 177, Rodman, New York

1. Call to Order
2. Call the Roll
3. Privilege of the Floor
4. Approve the Minutes of June 24, 2021 Board Meeting
5. Chairman's Report
 - a. Resolution No. 2021-08-101, Recognizing Gary L. Turck, Board of Directors, 2006 - 2021
6. Executive Director's Report
7. Finance Report – Chief Financial Officer
Approving Financials for the month ending June 2021
8. Governance
 - a. Resolution No. 2021-08-102, Access Control Plan, Warneck Pump Station and Materials Management Facilities, Revision
 - b. Resolution No. 2021-08-103, Authorizing Telecommuting Policy
9. Technical Services Summary Report
10. Engineering -
 - a. Resolution No. 2021-08-104, Amendment 1, Technical Services Agreement, Village of Tupper Lake, Shared Services Records Management Improvement Project
 - b. Resolution No. 2021-08-105, Amendment 2, Technical Services Agreement, Village of Tupper Lake, Sewer System Improvement Project
11. Materials Management –
 - a. Material Management Update – Patti Pastella/Carrie Tuttle

- b. Resolution No. 2021-08-106, Financial Assurance & Tip Fee Requirements, Southern Expansion, Materials Management Division
- c. Resolution No. 2021-08-107, Amendment, Fiscal Year 2021-2022 Capital Project, Main Flare Siting and Sizing, Materials Management Division
- d. Resolution No. 2021-08-108, Amendment, Fiscal Year 2021-2022 Operating Budget, Materials Management Division
- e. Resolution No. 2021-08-109, Authorizing the Sale of Carbon Credits, Material Management Facility
- f. Resolution No. 2021-08-110, Authorizing Acceptance of Feasibility Study, Materials Recovery Facility

12. Water Quality –

- a. Resolution No. 2021-08-111, Amendment 1, Sewer Services Agreement, Route 3 Sewer Board of Commissioners

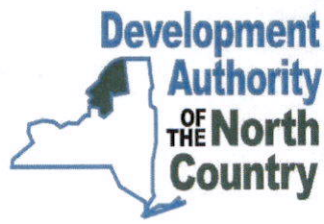
13. Regional Development –

- a. Loan Report
- b. Resolution No. 2021-08-112, Economic Development Fund, Jefferson County Historical Society, Loan Modification

14. MMF Tour following Board Meeting

15. Next Meeting – October 28, 2021 (Harbor Hotel, Clayton, New York)

16. Adjourn



MINUTES

BOARD OF DIRECTORS MEETING

Thursday, June 24, 2021 – 9:30 AM

State Office Building – Conference Room 1, 11th Floor

Zoom Conference Call/Teleconference

317 Washington Street, Watertown, New York

The Development Authority of the North Country Board of Directors met in regular session via Zoom Conference Call/Teleconference and at the State Office Building, 11th Floor Conference Room, 317 Washington Street, Watertown, New York on Thursday, June 24, 2021 at 9:30 am.

Members Present

Voting

Frederick Carter, Chairman
Margaret Murray
Dennis Mastascusa
Alfred Calligaris
Mary Doheny
Thomas Hefferon
Alex MacKinnon
Gary Turck

Non-Voting

Nancy Henry
Stephen Hunt
Brian McGrath

Members Absent

James Hollenbeck

Staff Present:

Carl Farone, Executive Director
Jennifer Staples, Chief Financial Officer
Carrie Tuttle, Chief Operating Officer
Stephen Bohmer, Director of Information Technology
Dawn Caccavo, Comptroller
Michelle Capone, Director, Regional Development Division
Laurie Marr, Director of Communications and Public Affairs
Brian Nutting, Director of Water Quality
Patricia Pastella, Director of Materials Management
David Wolf, Director of Telecommunications
Angela Marra, Executive Assistant

Guests:

Jennifer Granzow, Counsel, Wladis Law Firm
Cyril Mouaikel, RBC Wealth Management
Terry Phillips, Bonadio & Co., LLP
Greg Evans, Bonadio & Co., LLP
Michael Sims, Bonadio & Co., LLP

1. Chairman Carter called the meeting to order at 9:37AM.
2. Chairman Carter requested a roll call.
 - A quorum of voting and non-voting members was established.
3. Privilege of the Floor was offered
4. Chairman's Report
 - a. Chairman Carter announced the following Authority Board Committee appointments:
 - Finance and Budget Committee – Nancy Henry
 - Audit Committee – Mary Doheny
 - Governance Committee – Steve Hunt
 - b. Chairman Carter announced the next Board meeting will be held Thursday, August 26, 2021 at the Materials Management Facility in Rodman, New York.

C. Farone announced that today's meeting, in compliance with Governor Cuomo's executive order, is being conducted in person as well as via teleconference with several members of the Board in attendance via teleconferencing. The meeting has no in-person public access, but is accessible through livestreaming on the Authority's website. The meeting is being recorded and will later be transcribed for posting to the Authority website. During this meeting, because it is being conducted in part via teleconferencing, it is asked that when speaking please state your name so you may be identified appropriately in the minutes. Lastly, to the Board members attending in person, the microphones are set to off. When speaking please be sure to turn them on.

C. Farone further stated that Authority counsel will be looking into the possibility of continuing to use Zoom for Authority meetings pursuant to New York State Law.

5. Upon a motion by D. Mastascusa, and seconded by M. Murray, the minutes from the May 20, 2021 Board Meeting, were unanimously approved.

6. FYE 2021 Investment Report – RBC Wealth Management – Cyril Mouiakel

C. Mouiakel offered the annual investment report. He stated that interest rates are the key factor in this report. The past 12 to 18 months have seen unprecedented terms in the matter of interest rates, which does affect the Authority directly. The Authority is extremely restricted in the investments they are able to make.

The process has been that they look at maturities on a monthly basis and present to the Authority CFO. The CFO reviews this report and determines what can be reinvested, they send RBC the numbers and a report is created based on their recommendations. At this time it has been a struggle to find decent investments. Communications have increased from monthly to multiple times per week so they can act on good investments as soon as they are found.

No one is certain of where the interest rates are going and this is why they will continue the vigilant process they are doing. The income from last year is less than 1%. Every

piece of our investments portfolio follows the investment policy AAA. If it is a CD, it is FDIC insured with an agency fully backed by the government. There are no risks being taken with Authority money.

There were no questions from the Board.

C. Mouiakel left the meeting at 9:49 AM.

A. Calligaris arrived at 9:49 AM.

7. Independent Audit Report Fiscal Year 2021 – Bonadio Group

J. Staples stated that T. Phillips and G. Evans, both partners of the Bonadio Group are attending the meeting in person, M. Sims the audit manager, is attending the meeting via Zoom. She further stated that the Audit Committee has thoroughly reviewed the audit report for the fiscal year ending March 31, 2021 and is recommending it to the Board for approval.

T. Phillips began by reviewing the presentation that was given to the Audit Committee. Under the Board of Director's Summary, the Audit Committee did accept their engagement. The auditors have issued an unmodified opinion. The audit team would like to extend their appreciation to the Authority staff of J. Staples, D. Caccavo, and their team, as the audit went very smoothly even though it was done remotely.

- No material weaknesses were identified.
- Internal controls, books, and records were maintained in a clear and orderly fashion. There were a couple adjustments, but this is normal based on the quick turnaround.
- Under required communications there were no new accounting policies.
- All significant estimates are reasonable and conservative.
- There were no difficulties or disagreements with management during the audit.
- There were no internal control deficiencies or material weaknesses.

Key financial highlights:

- Solid waste management revenue decreased by just over \$500,000.
- Tonnage overall decreased by about 20,000 tons.
- Investments were down significantly impacting the organization by about \$2 million as a result.
- Net assets are still very strong, leaving the Authority in a strong financial position.
- Salary and fringe has increased by \$1.2 million. This is related to the New York State Retirements System liability increase.

G. Evans reported on accounting updates.

- GASB 87 – This will not be effective until March 31, 2023. This is a complex standard requiring the review of many contracts to determine if they are leases. Operating leases that were previously listed within the income statement will be moved to the balance sheet resulting in more activity there. This will require time on management and the auditor's part to ensure proper implementation.

T. Phillips continued by quickly touching on the remaining reports. The Audit of schedule expenditures of federal awards is within compliance for major programs. There were no material weaknesses or issues of non-compliance. The internal audit report was given an unmodified opinion and there were no findings or questions of cost. Both agreed upon

procedures and investment compliance was in compliance with policies and procedures and there were no issues reported.

B. McGrath commented that the audit looks great and thanked the auditors and the Authority management team. He further stated that this reflects on how well this operation is run, especially over the past 16 months with the substantial changes in leadership that have taken place. Congratulations to everybody.

A. MacKinnon concurred with B. McGrath's statement. He further commented that he has been involved in public sector audits for almost 50 years and has looked at many auditor's reports, but the Development Authority audit reports are always near perfect. This is a strong indication that all involved in the Authority, from the top to the bottom, are cognizant of the financial aspects of the business. He offered kudos to all involved, and stated this consistency is something to be noted and proud of.

C. Farone appreciated all the comments as this is a top to bottom effort.

J. Staples commented that C. Farone offered much support seeing them through this first audit with everybody in new positions.

- a. Resolution No. 2021-06-86, approving the Audited Financial Statements, Single Audit, Agreed Upon Procedures and Report on Investments, as of and for the year ended March 31, 2021.

Upon a motion by T. Hefferon, and seconded by A. Calligaris, Resolution No. 2021-06-86, Approving Audited Financial Statements, Single Audit, Agreed Upon Procedures, and Report on Investments for Fiscal Year Ending March 31, 2021, was unanimously approved.

T. Phillips, G. Evans, and M. Sims left the meeting at 10:00 AM.

- b. Resolution No. 2021-06-87, approving the Assessment of the Effectiveness of Internal Controls of the Development Authority of the North Country, for the fiscal year 2021.

Upon a motion by T. Hefferon, and seconded by A. Calligaris, Resolution No. 2021-06-87, Approving the Assessment of the Effectiveness of Internal Controls of the Development Authority of the North Country for Fiscal Year 2021, was unanimously approved.

- c. Resolution No. 2021-06-88, approving the Annual Bond Sales Report for the fiscal year ending March 31, 2021.

Upon a motion by A. Calligaris, and seconded by T. Hefferon, Resolution No. 2021-06-88, Approving Annual Bond Sales Report for Fiscal Year Ending March 31, 2021, was unanimously approved.

8. Engineering –

- a. Technical Services Summary Report –

C. Tuttle reviewed the contract listed individually, and the table was approved as a whole.

- I. Town of Louisville, Technical Services Agreement, Leak Detection Services, Total agreement amount of \$8,000, 5/10/21 – 10/31/21

Upon a motion by A. Calligaris, and seconded by F. Carter, Board Contract Summary Table for the month of June, was unanimously approved.

- b. Resolution No. 2021-06-89, approving the Technical Services Agreement between the Authority and the Village of Lacona. The resolution further authorizes the Executive Director to execute said agreement.

Upon a motion by G. Turck, and seconded by M. Murray, Resolution No. 2021-06-89, Technical Services Agreement, Village of Lacona, NYS Public Employer Health Emergency Plan, was unanimously approved.

- c. Resolution No. 2021-06-90, approving the Technical Services Agreement between the Authority and the Village of Sandy Creek. The resolution further authorizes the Executive Director to execute said agreement.

Upon a motion by G. Turck, and seconded by M. Murray, Resolution No. 2021-06-90, Technical Services Agreement, Village of Sandy Creek, NYS Public Employer Health Emergency Plan, was unanimously approved.

- d. Resolution No. 2021-06-91, approving the Technical Services Agreement between the Authority and the Town of Tupper Lake. The resolution further authorizes the Executive Director to execute said agreement.

Upon a motion by A. Calligaris, and seconded by G. Turck, Resolution No. 2021-06-91, Technical Services Agreement, Town of Tupper Lake, Little Wolf Beach and Campground, Improvement Project, was unanimously approved.

9. Water Quality

- a. Resolution No. 2021-06-92, authorizes the Chief Financial Officer to increase Capital Project 41060 (WPS HVAC Evaluation/Design and Improvements) from \$240,000 to \$435,000.

Upon a motion by F. Carter, and seconded by A. Calligaris, Resolution No. 2021-06-92, Water Quality Management Army Sewer Line, FY2021-2022 Capital Budget Amendment, was unanimously approved.

10. Telecommunications –

- a. Resolution No. 2021-06-93, authorizes Osmose Utility Service as a professional services contract.

C. Tuttle stated this is a new vendor being recommended to the Authority by National Grid.

Upon a motion by A. Calligaris, and seconded by M. Murray, Resolution No. 2021-06-93, Authorized Professional Service Contract, Osmose Utility Service, was unanimously approved.

11. Regional Development –

Loan Report – M. Capone

M. Capone reported that Larry Dralick has recently submitted a request for assistance in the terms of a moratorium for interest only on his Value Added Ag Loan. This will be brought to the Project Development Committee and we should be able to work with him on this.

MCM Development is past due. The committee had previously approved an interest only period for them, and we will continue to work with them.

North Country Rural Preservation is a housing project. They typically run 60 to 90 days past due because they have to ask the USDA for approval to release payments and it takes roughly 30 to 60 days from the time the loan is due to when they receive the USDA release. We have discussed matching the payment date with the USDA release, but there is a concern if this were to be done in the middle of the amortization schedule there will be accrued interest resulting in them having to go back to the USDA to get approval for that payment. M. Capone feels that patience and understanding would be the best course at this time, in addition to understanding that they pay annually.

M. Capone stated the Project Development Committee met on June 22, 2021, and recommends the following resolutions to the Board.

- a. Resolution No. 2021-06-94, approves a loan of \$1,000,000 to DGL Properties, LLC (to be formed) from the Affordable Rental Housing Program subject to the terms and conditions outlined in the term sheet attached to the resolution, and further authorizes the Executive Director or Chief Financial Officer to execute all documents necessary. This resolution further authorizes the assumption of the existing loans of Conifer Bateman Associates to DGL Properties, LLC (to be formed) subject to the terms and conditions outlined in the term sheet attached to the resolution, and further authorizes the Executive Director or Chief Financial Officer to execute all documents necessary. This is considered a Type II Action under the State Environmental Quality Review (SEQRA) and is considered an exempt activity requiring no further action.

M. Capone explained that Baldwin is owned by the DiMarco's who have done a great deal of work on the 801's and are an established developer in the North Country.

B. McGrath asked what fund this money would be coming from. M. Capone responded it would be from the Affordable Rental Housing Program. B. McGrath further asked if this is a fund we are administering for the state. M. Capone responded that our housing funds were provided by New York State in the late 1980's and early 1990's specifically for affordable housing. The Affordable Rental Housing Program and the Housing Revolving Loan Fund are two specific funds that are Authority money, provided to us from New York State, specifically for affordable housing.

B. McGrath asked if as part of this review, was there an assessment done on the need for affordable housing in these communities, including the Bateman in Lowville. M. Capone responded that the state did not require one at the time in the physical housing analysis, however we did ask the community as we were concerned about that. The Bateman is already affordable housing. The units at the project in Gouverneur were market rate being moved to affordable. The developer showed us that most of the people

who live in these units would meet affordability requirements so there would be minimal if any displacement of people. In discussions with the community, they fully support the addition of these affordable units in the community. A. MacKinnon was a part of these discussions and commented that this project was brought up to the Gouverneur Area Development Group meeting last week with the Town of Gouverneur Supervisor, the Village Mayor, and other community leaders in attendance. There was no negative discussion and they are happy as these buildings are in need of updates. This project is considered to be a plus for the community.

Upon a motion by F. Carter, and seconded by T. Hefferon, Resolution No. 2021-06-94, Affordable Rental Housing Program, DGL Properties LLC (to be formed), Loan, was unanimously approved.

- b. Resolution No. 2021-06-95, authorizes a loan from the Economic Development Fund in an amount up to \$285,000 to the Jefferson County Historical Society at the terms and conditions outlined in the term sheet attached to the resolution, and further authorizes the Executive Director or Chief Financial Officer to execute all appropriate documents necessary to make the loan. This is considered a Type II Action under the State Environmental Quality Review (SEQRA) and is considered an exempt activity requiring no further action.

M. Doheny recused herself as her husband is a member of the board.

Upon a motion by T. Hefferon, and seconded by G. Turck, Resolution No. 2021-06-95, Economic Development Fund, Jefferson County Historical Society, Bridge Financing Loan #2, was unanimously approved.

- c. Resolution No. 2021-06-96, ratifies the grant/loan commitment in the amount of \$180,000 (\$90,000 loan/\$90,000 grant) from the North Country Redevelopment Fund to the Jefferson County Historical Society at the terms and conditions outlined in the term sheet attached to the resolution, and further authorizes the Executive Director or Chief Financial Officer to execute all appropriate documents necessary to make the loan. This is considered a Type II Action under the State Environmental Quality Review (SEQRA) and is considered an exempt activity requiring no further action.

Upon a motion by A. Calligaris, and seconded by T. Hefferon, Resolution No. 2021-06-96, North Country Redevelopment Loan Fund, Jefferson County Historical Society, Ratifying Loan and Grant, was unanimously approved.

- d. Resolution No. 2021-06-97, was withdrawn from the meeting pending additional information from the applicant.
- e. Resolution No. 2021-06-98, approves the loan modification for Eastern Resort Management, LLC releasing 23.3 acres of land from the mortgage, and authorizes the Executive Director or Chief Financial Officer to execute all necessary documentation.

M. Capone stated that Eastern Resort Management has been discussing the sale of this land over the past two years with the intent to use the proceeds to bring their loan current. However, they now have been current with us on both loans for the last year. Upon the sale of the land they would like to use the proceeds to complete additional camping sites which will help with cash flow to repay their debt. They are also going to use a portion of those funds to pay down the first mortgage holder as well. Typically

if a portion of an asset is sold we would ask for financial compensation, but in this case M. Capone suggests it would be a nominal fee, and in the Authority's best interest to have them do the campsites and increase cash flow.

B. McGrath asked if they have a contract for the purchase of the 23.3 acres, and if so what is the price. M. Capone responded that they are ready to sell the land, 23.3 acres, to a neighboring landowner for \$41,415. B. McGrath further asked if that is consistent with real estate acreage pricing in Lewis County to ensure they are selling this for an appropriate price. He feels this is something to be factored in when determining if this should be released from a mortgage. M. Capone stated that it may seem low at \$2,000 per acre but we are unsure what the marketable value would be for this type of land. The parcel has not been pertinent to their operations so unknown what it could be used for.

B. McGrath asked if this was a third party acquisition. D. Mastascusa responded that if you consider the quality of the land, \$2,000 per acre is a fair price. D. Mastascusa could not go into further detail regarding the transaction as he is insuring the title for the purchaser. D. Mastascusa asked if B. McGrath had any other questions. B. McGrath stated he would like to confirm this is a bona fide third party purchaser. D. Mastascusa responded that it is.

B. McGrath asked if the 23.3 acres were removed, what is the remaining acreage that would be covered by the mortgage. M. Capone stated that she does not have that total, but reviewed the loan to value, and looking at the appraisal in 2015 as a going concern market value of the estate, the value was \$860,000, with real property at \$660,000, personal property at \$150,000, and a business value of \$50,000. Currently outstanding ahead of us is \$598,000, leaving us with \$212,000 in actual physical collateral, with total mortgages outstanding of \$129,658. This is not a fire sale. It is being sold to a neighboring landowner. The land is not important to the operation of the resort. We have always been aware they were going to sell it.

B. McGrath stated that he appreciates the information from D. Mastascusa and M. Capone. His concern is when you see a mortgagee selling off a portion to fund their operations, you do not want to start cutting off body parts to save the body. This is why he felt it important to note the remaining acreage, but will stop questioning as they are closer to the project and are comfortable this transaction will not cause an issue with the business operating as a going concern. M. Capone stated that sale should improve the going concern because it is land they do not use, and they are going to invest into camp sites that are going to improve the financial viability and bring more people to the area to utilize the facilities.

Upon a motion by F. Carter, and seconded by M. Murray, Resolution No. 2021-06-98, North Country Regional Tourism Transformational Community Revolving Loan Fund, Eastern Resort Management, LLC, Loan Modification, was unanimously approved.

D. Mastascusa abstained from the vote for Resolution No. 2021-06-98.

- f. Resolution No. 2021-06-99, authorizes the applications still to be identified that meet the mission of the Authority to be submitted through the Consolidated Funding Application or other federal or state programs, subject to the approval of the Executive Director and notification to the Board.

Upon a motion by G. Turck, and seconded by M. Murray, Resolution No. 2021-06-99, Grant Funding Applications, Authorizing Applications, was unanimously approved.

- g. Resolution No. 2021-06-100, authorizes the Executive Director or Chief Financial Officer to execute contracts based upon awards made by the North Country HOME Consortium Administrative Board.

Upon a motion by M. Murray, and seconded by G. Turck, Resolution No. 2021-06-100, 2021 Home Program Year, Authorizing Contracts, was unanimously approved.

12. Executive Session – to discuss the employment history of a particular individual

Upon a motion by M. Murray, and seconded by A. Calligaris at 10:32 AM, the Committee moved into Executive Session.

Upon a motion by M. Murray, and seconded by A. Calligaris at 10:49 AM, the Committee moved to come out of Executive Session.

Chairman Carters stated that no action was taken during Executive Session.

13. Executive Director's Report -

a. Annual Report -

Copies of the report were handed out to those in attendance, and would be mailed to those attending via Zoom or absent.

C. Farone reviewed the report at a very high level for the meeting, and asked if after reading through it, if anyone has any questions to please call him.

b. Mass Casualty Drill – MMF

In March 2021, the Authority updated its Emergency Response Plan to include conducting an emergency drill annually. Conducting such drill is the responsibility of the Chief Operating Officer (C. Tuttle).

The Authority was fortunate to be able to work with the South Jeff Rescue Squad at Materials Management to conduct this year's drill. It took place on Thursday, June 10th. P. Chereshnoski, P. Pastella, and C. Tuttle worked with the South Jeff Rescue Squad to create a mock scenario. The drill consisted of a confined space entry. Mannequins were placed within the new empty leachate holding tank and the call went out. Staff had to react using a rescue trailer set up for this type of situation. A permit had to be obtained to enter a confined space which took roughly 60 seconds to complete. Staff geared up to enter the space. Brian LaRock and Chris O'Connor did a great job completing the drill in under 10 minutes.

Photos of the event were projected.

Once out of the tank, the mannequins were switched with live people who were made up with "serious injuries" and the emergency rescue team came to participate in the

training as well. Once the emergency response team was on site they took over the situation. While they were responding to the confined space situation, a second “surprise incident” occurred as an “explosion at the pump station” where they had to rush and respond to four more victims there.

This was an excellent learning experience, and a great team building experience. Those who go through this training realize the importance of it and did a great job. There will be an after action report stating what went well and what areas need improvement. Over all, this event was a success.

c. Army – Waterline – Pipeline Inspection Project

This is an update regarding the pipeline inspection by Pure Technologies.

Photos of the event were projected.

This project is for inspecting the condition of the Army Waterline to determine if capital improvements are required. Two devices were utilized to inspect the waterline; a “smart ball” and a “pipe diver”. The Smart Ball looked for air pockets and leaks in the pipe and the PipeDiver examined the condition of the pipe and measured its thickness, enabling it to detect worn or thinning spots. We should have the results in 2-3 months. The Authority will utilize the data to determine if future capital expenditures on the Army Water Line are required to ensure operability for many years to come.

This is a \$1 million project and is being funded 90% by the Office of Economic Adjustment, with the Authority paying \$100,000.

d. Telecom – Department of Transportation Fees

C. Farone recently reported that Assemblyman Magnarelli had sponsored a bill in the assembly, and we are happy to report this bill was unanimously passed in the assembly. The bill will now go on to the senate, and once (if) approved will go on to the Governor. We anticipate this possibly being voted on and reviewed in 2022. Senator Mannion is sponsoring the bill in the Senate, which provides an exemption to municipalities as well as the Authority from the Department of Transportation occupancy tax. Thank you to Assemblyman Magnarelli for getting this where it is today. We are very excited to see this first step.

e. City of Watertown Update –

LeRay – Sewer Allocation Request – The City of Watertown has approved this request.

Pamelia – Water Allocation Request – The city is currently working on this with the Town of Pamelia as this is a substantial increase. Based on conversations with the City, we hope to see the City’s approval in July.

f. Materials Recovery Facility (MRF) Update

C. Farone reported that we have just received the final draft report from SCS. P. Pastella, C. Tuttle, and C. Farone will review the report and will be meeting with the

Board in the near term to discuss the results. Time will be spent analyzing the detail, and then working with F. Carter to set up specific committees to review the results.

C. Farone, P. Pastella, and C. Tuttle visited Oneida-Herkimer's facility a couple weeks ago and learned a great deal.

g. COVID Update

The Authority still has approximately 20% of staff, primarily telecom and engineering, working from home. We are currently working on a telecommuting policy for the August Board meeting to see if this makes sense from an Authority perspective. The goal is to establish a formal telecommuting policy for specific positions and would not be open to everyone.

The Authority staff have done a great job. It has been a tough year and we are excited to be coming out of COVID.

B. McGrath asked what the Authority has been doing to encourage vaccination among its staff, and what has been done in terms of tracking those vaccinated. He is aware that many private employers, including his own, are not requiring vaccinations, but are encouraging them and certainly asking people to disclose whether or not they have been vaccinated. C. Farone replied that from an Authority perspective there is a COVID protocol, and it is being left up to the individual's choice if they want to be vaccinated. The Authority is obtaining certification from all those who want to share this information. If they choose not to share or are not vaccinated they are required to wear a mask and practice the six foot separation. C. Farone disclosed he is vaccinated and has provided his information to HR, and in turn HR is tracking every individual who has provided that information. We have two sets of rules, one for vaccinated and one for un-vaccinated. The wearing of a mask could encourage some people to become vaccinated. There are some potentially legal issues if the Authority were to require someone to get vaccinated and they became sick. We are not requiring staff to get vaccinated. B. McGrath replied that it is his understanding that an employer, public or private, can require vaccination, however most seem to be taking the encouragement approach. He further stated that all SUNY colleges will be requiring vaccination for all in-person attendance on campus in the fall and as long as the Authority is encouraging it that is probably the right course to take.

M. Doheny asked if there is a plan in place if this should happen again. C. Farone responded that during this entire process the COVID team continued to meet and change protocols. If this were to happen again, it would be very easy to revert back and put these protocols into place. When this initially happened, no one had any idea what to do. We now have all those plans. From an IT perspective, or physical separation perspective we are prepared. We will continue to do more, such as create additional workspace at the landfill that provide better protection, where it is currently an open bullpen.

14. Financials –

J. Staples stated that she did hand out copies of the financial report from the auditors, and copies will be mailed to those participating by Zoom today.

Within the statement of net position items are relatively unchanged with nothing material to report. In looking at the change in net position, we are currently on track in total operating revenue versus budget. To give an example, MMF total tons brought in over April were 18,143 versus a budget of 18,066 keeping us relatively on track. Closure and Post-Closure costs were over budget due to market adjustments in investment accounts. Under bad debt, there was an expense, and a zero budget that was mainly an expense to telecom and is purely an accounting entry. We did not write anything off in the month of April, but as customers pay, that amount could be reversed. There is an account under Telecom, Westelcom, which is past due. J. Staples and D. Wolf are working with Westelcom on a payment plan. They currently owe over \$300,000, so we are looking to keep the USAC money we owe them to pay some of that down. The balance, if they agree to this, will be around \$150,000. Their current monthly invoicing is around \$40,000 with the Authority.

M. Doheny asked how far behind they are. J. Staples responded there is actually two sets. They initially got behind in 2019, and at that time they agreed to let us keep some of the USAC money. We have an agreement with them right now for that portion. They then approached us at the beginning of the year stating they were looking for some financing and asked if we could put a hold on our collections until they received that financing. Right now the plan is they should be getting that money by the end of July. They have been making some payments, but not enough to keep them current.

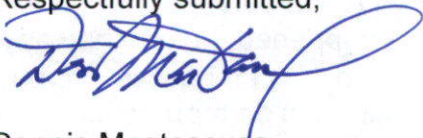
Continuing with the financials, under grant expense there was a hit with the Community Development Loan Fund for a draw from the North American Forest Group. Both the loan and the grant amount for this is zero and we can see that April came in at a total change of net position of \$296,000 positive versus a budget loss of \$275,000.

Upon a motion by M. Murray, and seconded by G. Turck, Financials ending April 30, 2021, was unanimously approved.

15. Next Board Meeting Date – August 26, 2021, at the Materials Management Facility, Rodman, NY

16. Upon a motion by A. Calligaris, and seconded by T. Hefferon, the meeting was adjourned at 11:19 AM.

Respectfully submitted,



Dennis Mastascusa
Board Secretary

RECEIVED

JUL 26 2021

Development Authority of
the North Country



Board Resolution No. 2021-08-101
August 26, 2021

RECOGNIZING GARY L. TURCK
BOARD OF DIRECTORS
2006 - 2021

Whereas, Gary L. Turck was first appointed as a voting member to the Development Authority of the North Country Board of Directors on September 5, 2006 by Lewis County, and

Whereas, Mr. Turck was reappointed by Lewis County to serve an additional 3 terms on the Authority's Board of Directors representing not only the people of Lewis County, but equally the people of Jefferson and St. Lawrence Counties and the City of Watertown, and

Whereas, Mr. Turck served as Board Secretary from April 2010 to March 2011, Vice-Chairman from April 2011 to March 2015, and Chairman of the Board from April 2015 to March 2019, and

Whereas, Mr. Turck's background as a small business owner and committed public servant to Lewis County brought a unique and diverse approach to the multiple committees that Mr. Turck served including the Facilities, Finance & Budget, and Project Development Committee, and

Whereas, over the course of Mr. Turck's 15-year tenure on the Authority Board, he facilitated the expansion of the regional solid waste management facility in Rodman; the expansion of the open access telecommunications network as a middle-mile solution across northern New York State; the creation of several regional revolving loan programs for tourism, value added agriculture and redevelopment; and the creation of approximately 1,800 units of rental housing with the second expansion of Fort Drum, and

Whereas, through Mr. Turck's leadership he was a strong supporter of projects in Lewis County with the funding of an \$850,000 loan to Snow Belt Housing Company for the significant renovations to Mill Creek Apartments; the more than \$2.5 million in funding to bridge grants for the demolition of the buildings at the former Lyons Falls Pulp and Paper Mill; and the expansion of broadband connectivity within Lewis County, in addition to many other projects, and

Whereas, after 15 years of dedicated service on the Board of Directors of the Development Authority of the North Country, Mr. Turck has elected to step down at the end of his current term.

Now, therefore be it

RESOLVED, that the Development Authority of the North Country does hereby formally convey its most sincere gratitude to Gary L. Turck for 15 years of dedicated service in advancing the interests of the North Country.

Carl E. Farone, Jr.
Executive Director

Frederick J. Carter, Sr.
Board Chairman

DEVELOPMENT AUTHORITY OF THE NORTH COUNTRY
For the Three Months Ending Wednesday, June 30, 2021

	<u>YTD ACTUAL</u>	<u>3/31/2021 Total</u>
STATEMENT OF NET POSITION		
ASSETS		
Cash and Cash Equivalents	\$6,072,516.31	\$5,555,064.63
Accounts Receivable	2,454,336.93	2,619,156.57
Unbilled Revenue	533,661.76	506,780.75
Interest Receivable	100,765.02	106,871.43
Loans Receivable, net	33,909,989.07	34,183,499.90
Inventory	466.14	466.14
Prepaid Expense	329,399.87	481,698.37
Investments	28,961,001.90	28,935,377.58
Funds Held In Trust	702,047.49	798,343.58
OPEB Reserve Fund	5,644,511.62	5,630,540.54
Restricted Assets	71,102,527.45	70,903,955.70
Leased Property	53,212.57	57,206.32
Capital Assets, net	82,951,065.69	83,774,236.42
Total Assets	232,815,501.82	233,553,197.93
DEFERRED OUTFLOWS OF RESOURCES		
Pension	4,001,942.00	4,001,942.00
OPEB	171,716.00	171,716.00
Total Deferred Outflows of Resources	4,173,658.00	4,173,658.00
TOTAL ASSETS PLUS DEFERRED OUTFLOWS	236,989,159.82	237,726,855.93
LIABILITIES		
Accounts Payable	1,635,808.95	2,002,687.69
Grants & Passthroughs Payable	607,558.28	424,191.11
Community Benefits Payable	196,716.51	150,564.88
Interest Payable	165,354.16	122,660.42
Accrued Expenses	851,156.46	527,754.84
OPEB Liability	5,073,279.74	4,950,122.00
Net Pension Liability	5,248,617.00	5,248,617.00
Unearned Income	7,397,103.91	7,696,474.95
Lease Obligation	53,212.57	57,206.32
Funds Held for Others	10,479,115.48	10,479,115.48
Due to US ARMY	749,985.00	749,985.00
Landfill Closure & Post Closure	15,715,593.38	15,815,479.62
Long-term Liabilities	22,615,394.19	22,903,266.69
Total Liabilities	70,788,895.63	71,128,126.00
DEFERRED INFLOWS OF RESOURCES		
Pension	115,996.00	115,996.00
OPEB	898,478.00	898,478.00
Total Deferred Inflows of Resources	1,014,474.00	1,014,474.00
TOTAL LIABILITIES PLUS DEFERRED INFLOWS	71,803,369.63	72,142,600.00
NET POSITION		
Invested In Capital Assets, Net	61,849,761.46	62,385,059.69
Restricted for:		
Community Rental Housing Program	13,150,964.00	13,253,803.57
Community Development Loan Fund	8,886,542.27	8,810,966.03
Affordable Housing Program	22,674,215.70	22,681,752.60
Army Water & Sewer	1,800,000.00	1,800,000.00
Regional Waterline	532,056.89	532,056.89
Reserve For Liner & Replacement	12,310,012.97	12,359,373.92
Reserve For Wetland Mitigation	1,316,675.45	1,312,332.49
OATN Reserve	6,818,307.18	6,801,099.79
Total Restricted	67,488,774.46	67,551,385.29
Board Designated for:		
Infrastructure Development	223,107.42	223,107.42
Capital Reserve	8,843,615.97	9,063,945.81
Tip Fee Stabilization	4,427,488.35	4,415,142.41
Landfill Gas Reserve	1,652,580.38	1,648,014.07
Economic Development Fund	5,444,657.09	5,486,722.55
Affordable Housing Program	3,000,000.00	3,000,000.00
Supplemental Insurance / Admin. Reserve	4,000,000.00	4,000,000.00
Total Board Designated	27,591,449.21	27,836,932.26
Undesignated	8,255,805.06	7,810,878.69
Total Net Position	165,185,790.19	165,584,255.93
Total Liabilities, Deferred Outflows & Net Position	236,989,159.82	237,726,855.93

DEVELOPMENT AUTHORITY OF THE NORTH COUNTRY
For the Three Months Ending Wednesday, June 30, 2021

	<u>YTD ACTUAL</u>	<u>3/31/2021 Total</u>
<u>CHANGE IN NET POSITION</u>		
OPERATING REVENUE:		
Customer Billings	5,841,314.93	21,519,985.21
Waste Diversion Revenue	35,896.75	254,298.72
Grant Revenue	132,355.54	1,110,679.35
Loan Interest Income	105,460.89	478,171.51
Other Income	209,193.74	803,348.68
Total Operating Revenue	6,324,221.85	24,166,483.47
OPERATING EXPENSES		
Depreciation & Amortization	1,962,765.49	7,732,197.28
Salaries	1,466,631.53	6,068,235.76
Fringe Benefits	676,126.75	3,511,393.35
Operation & Maintenance	620,069.21	2,385,740.84
Recycling Transfer Station	93,832.11	361,610.55
Waste Diversion	155,005.70	968,153.06
Wastewater Treatment	463,798.24	1,243,888.09
Closure & Post Closure Costs	225,381.12	723,478.00
Community Benefits	330,127.97	823,176.82
Water Purchases	186,243.01	620,885.73
Office & Administration	107,681.12	424,438.22
Insurance	108,250.02	434,325.68
Utilities	26,754.11	144,680.63
Bad Debt Expense	2,596.49	(24,042.38)
Materials & Supplies	16,006.07	229,977.06
Professional Fees	107,430.83	467,026.10
Repairs & Maintenance	19,688.68	177,029.64
Automobile	78,000.64	317,544.35
Computer Expenses	79,891.03	286,038.57
Grants	75,090.35	1,162,315.66
NYS Administrative Assessment	0.00	122,000.00
Total Operating Expenses	6,801,370.47	28,180,093.01
Total Operating Income	(477,148.62)	(4,013,609.54)
NON-OPERATING REVENUE (EXPENSE)		
Interest Income	214,383.94	599,600.86
Gain on Sale of Fixed Assets	13,500.00	81,466.14
Interest Expense	(149,201.06)	(659,482.06)
Total Non-Operating Expense, Net	78,682.88	21,584.94
CHANGE IN NET ASSETS	(398,465.74)	(3,992,024.60)

DEVELOPMENT AUTHORITY OF THE NORTH COUNTRY
For the Three Months Ending Wednesday, June 30, 2021

	ADMIN	MATERIALS MGMT	TELECOM	ARMY SEWER	ARMY WATER	REGIONAL WATER	WQ CONTRACTS	ENGINEERING	REGIONAL DEVELOPMENT	TOTAL
STATEMENT OF NET POSITION										
ASSETS										
Cash and Cash Equivalents	\$6,072,516.31									\$6,072,516.31
Accounts Receivable	(49,466.11)	1,026,645.33	1,148,752.44	74,651.27	172,450.25		25,612.00	55,666.75	25.00	2,454,336.93
Unbilled Revenue				153,358.10	41,883.26	93,552.00	77,369.45	116,500.75	50,998.20	533,661.76
Interest Receivable	7,491.81	17,970.44	163.70						75,139.07	100,765.02
Loans Receivable, net									33,909,989.07	33,909,989.07
Inventory		466.14								466.14
Prepaid Expense	303,138.72		26,261.15							329,399.87
Investments	9,578,981.89	13,680,130.43	2,004,370.19						3,697,519.39	28,961,001.90
Funds Held In Trust		702,047.49								702,047.49
OPEB Reserve Fund	5,644,511.62									5,644,511.62
Restricted Assets		29,296,908.84	10,521,862.32	1,924,569.26	1,049,765.03	488,685.47			27,820,736.53	71,102,527.45
Leased Property									53,212.57	53,212.57
Capital Assets, net	455,086.62	48,642,187.13	24,286,156.53	3,116,471.30	3,480,944.40	2,946,047.34		24,172.37		82,951,065.69
Total Assets	22,012,260.86	93,366,355.80	37,987,566.33	5,269,049.93	4,745,042.94	3,528,284.81	102,981.45	196,339.87	65,607,619.83	232,815,501.82
DEFERRED OUTFLOWS OF RESOURCES										
Pension	4,001,942.00									4,001,942.00
OPEB	171,716.00									171,716.00
Total Deferred Outflows of Resources	4,173,658.00									4,173,658.00
TOTAL ASSETS PLUS DEFERRED...	26,185,918.86	93,366,355.80	37,987,566.33	5,269,049.93	4,745,042.94	3,528,284.81	102,981.45	196,339.87	65,607,619.83	236,989,159.82
LIABILITIES										
Accounts Payable	1,172,142.75	115,262.53	64,797.21	206,124.73	55,354.58	22,089.16		37.99		1,635,808.95
Grants & Passthroughs Payable	35,925.18		585,393.00						(13,759.90)	607,558.28
Community Benefits Payable		196,716.51								196,716.51
Interest Payable		165,354.16								165,354.16
Accrued Expenses	572,112.46	96,366.12	95,044.32	18,457.15	18,457.15			50,719.26		851,156.46
OPEB Liability	5,073,279.74									5,073,279.74
Net Pension Liability	5,248,617.00									5,248,617.00
Unearned Income			6,127,368.38						1,269,735.53	7,397,103.91
Lease Obligation									53,212.57	53,212.57
Funds Held for Others									10,479,115.48	10,479,115.48
Due to US ARMY				749,985.00						749,985.00
Landfill Closure & Post Closure		15,715,593.38								15,715,593.38
Long-term Liabilities	914,000.00	18,778,764.44			708,461.33	1,614,168.42			600,000.00	22,615,394.19
Internal: Due To/Due From	6,693,964.68	(6,194,292.31)	783,087.95	(1,452,492.43)	453,569.05	(247,744.92)	(329,099.60)	127,035.72	165,971.86	
Total Liabilities	19,710,041.81	28,873,764.83	7,655,690.86	(477,925.55)	1,235,842.11	1,388,512.66	(329,099.60)	177,792.97	12,554,275.54	70,788,895.63
DEFERRED INFLOWS OF RESOURCES										
Pension	115,996.00									115,996.00
OPEB	898,478.00									898,478.00
Total Deferred Inflows of Resources	1,014,474.00									1,014,474.00
TOTAL LIABILITIES PLUS DEFERR...	20,724,515.81	28,873,764.83	7,655,690.86	(477,925.55)	1,235,842.11	1,388,512.66	(329,099.60)	177,792.97	12,554,275.54	71,803,369.63
NET POSITION										
Invested In Capital Assets, Net	455,086.62	29,863,512.65	24,286,156.53	3,116,471.30	2,772,483.07	1,331,878.92		24,172.37		61,849,761.46
Restricted for:										
Community Rental Housing Program									13,150,964.00	13,150,964.00
Community Development Loan Fund									8,886,542.27	8,886,542.27
Affordable Housing Program									22,674,215.70	22,674,215.70
Army Water & Sewer				900,000.00	900,000.00					1,800,000.00
Regional Waterline						532,056.89				532,056.89
Reserve For Liner & Replacement		12,310,012.97								12,310,012.97
Reserve For Wetland Mitigation		1,316,675.45								1,316,675.45
OATN Reserve			6,818,307.18							6,818,307.18
Total Restricted		13,626,688.42	6,818,307.18	900,000.00	900,000.00	532,056.89			44,711,721.97	67,488,774.46
Board Designated for:										
Infrastructure Development				223,107.42						223,107.42
Capital Reserve		8,747,940.97			95,675.00					8,843,615.97
Tip Fee Stabilization		4,427,488.35								4,427,488.35
Landfill Gas Reserve		1,652,580.38								1,652,580.38
Economic Development Fund									5,444,657.09	5,444,657.09
Affordable Housing Program									3,000,000.00	3,000,000.00
Supplemental Insurance / Admin. Reser...	4,000,000.00									4,000,000.00
Total Board Designated	4,000,000.00	14,828,009.70		223,107.42	95,675.00				8,444,657.09	27,591,449.21
Undesignated	1,006,316.43	6,174,380.20	(772,588.24)	1,507,396.76	(258,957.24)	275,836.34	432,081.05	(5,625.47)	(103,034.77)	8,255,805.06
Total Net Position	5,461,403.05	64,492,590.97	30,331,875.47	5,746,975.48	3,509,200.83	2,139,772.15	432,081.05	18,546.90	53,053,344.29	165,185,790.19
Total Liabilities, Deferred Outflows...	26,185,918.86	93,366,355.80	37,987,566.33	5,269,049.93	4,745,042.94	3,528,284.81	102,981.45	196,339.87	65,607,619.83	236,989,159.82

DEVELOPMENT AUTHORITY OF THE NORTH COUNTRY
For the Three Months Ending Wednesday, June 30, 2021

	<u>ADMIN</u>	<u>MATERIALS MGMT</u>	<u>TELECOM</u>	<u>ARMY SEWER</u>	<u>ARMY WATER</u>	<u>REGIONAL WATER</u>	<u>WQ CONTRACTS</u>	<u>ENGINEERING</u>	<u>REGIONAL DEVELOPMENT</u>	<u>TOTAL</u>
CHANGE IN NET POSITION										
OPERATING REVENUE:										
Customer Billings		2,357,818.41	1,570,540.05	684,977.54	567,080.81	93,552.00	231,512.85	294,201.57	41,631.70	5,841,314.93
Waste Diversion Revenue		35,896.75								35,896.75
Grant Revenue									132,355.54	132,355.54
Loan Interest Income									105,460.89	105,460.89
Other Income	55,534.59	129,228.08	1,563.86	1,782.24					21,084.97	209,193.74
Total Operating Revenue	55,534.59	2,522,943.24	1,572,103.91	686,759.78	567,080.81	93,552.00	231,512.85	294,201.57	300,533.10	6,324,221.85
OPERATING EXPENSES										
Depreciation & Amortization	59,686.45	813,951.20	888,046.70	74,869.35	81,740.30	40,044.84		4,426.65		1,962,765.49
Salaries	290,783.34	351,919.57	303,941.68	104,782.17	85,494.11	6,200.91	107,534.18	131,576.05	84,399.52	1,466,631.53
Fringe Benefits	128,398.98	188,014.43	107,245.78	54,442.62	43,343.84	3,120.59	50,347.99	62,327.98	38,884.54	676,126.75
Operation & Maintenance	3,843.74	167,356.46	408,163.18	11,741.00	815.00	839.00	2,556.25	24,199.58	555.00	620,069.21
Recycling Transfer Station		93,832.11								93,832.11
Waste Diversion		155,005.70								155,005.70
Wastewater Treatment		150,239.09		313,559.15						463,798.24
Closure & Post Closure Costs		225,381.12								225,381.12
Community Benefits		196,716.51							133,411.46	330,127.97
Water Purchases				718.00	163,459.31	22,065.70				186,243.01
Office & Administration	58,416.84	15,665.78	15,547.18	9,784.43				7,461.61	805.28	107,681.12
Insurance	4,800.00	42,675.00	32,550.00	8,525.01	7,299.99	1,250.01	4,575.00	6,575.01		108,250.02
Utilities		11,694.01	876.45	6,630.19	2,253.47	5,299.99				26,754.11
Bad Debt Expense			5,408.76						(2,812.27)	2,596.49
Materials & Supplies		16,006.07								16,006.07
Professional Fees	43,124.33	4,260.68	15,474.64	274.09	147.59			1,646.25	42,503.25	107,430.83
Repairs & Maintenance		1,566.25		13,010.74	4,850.55	261.14				19,688.68
Automobile	75.85	3,600.00	21,556.96	49,909.53				2,858.30		78,000.64
Computer Expenses	44,025.60	52.47	11,603.35	3,044.56				21,165.05		79,891.03
Grants									75,090.35	75,090.35
Admin Allocation	(551,774.40)	233,566.10	146,716.81	66,930.24	39,231.15	4,138.32	8,828.39	13,408.14	38,955.25	
Engineering Allocation		10,353.53	5,911.01	3,768.62	4,020.99	349.23	995.15	(26,355.84)	957.31	
Water Quality Allocation				(40,949.61)	16,650.74	1,166.85	23,132.02			
Total Operating Expenses	81,380.73	2,681,856.08	1,963,042.50	681,040.09	449,307.04	84,736.58	197,968.98	249,288.78	412,749.69	6,801,370.47
Total Operating Income	(25,846.14)	(158,912.84)	(390,938.59)	5,719.69	117,773.77	8,815.42	33,543.87	44,912.79	(112,216.59)	(477,148.62)
NON-OPERATING REVENUE (EX...										
Interest Income	22,501.59	132,195.37	19,688.68	3,742.08	2,041.13	983.67			33,231.42	214,383.94
Gain on Sale of Fixed Assets	5,300.00	8,200.00								13,500.00
Interest Expense		(146,193.18)				(3,007.88)				(149,201.06)
Total Non-Operating Expense, Net	27,801.59	(5,797.81)	19,688.68	3,742.08	2,041.13	(2,024.21)			33,231.42	78,682.88
CHANGE IN NET ASSETS	1,955.45	(164,710.65)	(371,249.91)	9,461.77	119,814.90	6,791.21	33,543.87	44,912.79	(78,985.17)	(398,465.74)

**Summary of All Units
Change In Net Position
For the Three Months Ending Wednesday, June 30, 2021**

GL	Account Description	Annual Budget	YTD Budget	Actual YTD	YTD Variance Over (Under)
OPERATING REVENUE:					
	Customer Billings	\$22,612,534.00	\$5,653,137.00	\$5,841,314.93	\$188,177.93
	Waste Diversion Revenue	726,000.00	181,503.00	35,896.75	(145,606.25)
	Grant Revenue	2,303,111.00	575,778.00	132,355.54	(443,422.46)
	Loan Interest Income	564,000.00	140,997.00	105,460.89	(35,536.11)
	Other Income	773,083.00	193,272.00	209,193.74	15,921.74
	Total Operating Revenue	26,978,728.00	6,744,687.00	6,324,221.85	(420,465.15)
OPERATING EXPENSES					
	Depreciation & Amortization	8,388,800.00	2,097,201.00	1,962,765.49	(134,435.51)
	Salaries	6,526,226.00	1,631,553.00	1,466,631.53	(164,921.47)
	Fringe Benefits	3,013,656.00	753,426.00	676,126.75	(77,299.25)
	Operation & Maintenance	2,996,743.34	749,195.85	628,563.10	(120,632.75)
	Waste Diversion	951,814.00	237,954.00	155,005.70	(82,948.30)
	Recycling Transfer Station	1,044,778.00	261,186.00	93,832.11	(167,353.89)
	Wastewater Treatment	1,837,029.00	459,258.00	455,304.35	(3,953.65)
	Closure & Post Closure Costs	744,157.00	186,039.00	225,381.12	39,342.12
	Water Purchases	752,520.00	188,133.00	186,243.01	(1,889.99)
	Community Benefits	896,583.00	224,148.00	330,127.97	105,979.97
	Office & Administration	647,097.66	161,786.16	107,681.12	(54,105.04)
	Insurance	433,000.00	108,252.00	108,250.02	(1.98)
	Utilities	169,225.00	42,306.00	26,754.11	(15,551.89)
	Bad Debt Expense	0.00	0.00	2,596.49	2,596.49
	Materials & Supplies	302,000.00	75,498.00	16,006.07	(59,491.93)
	Professional Fees	470,816.00	117,711.99	107,430.83	(10,281.16)
	Repairs & Maintenance	163,500.00	40,875.99	19,688.68	(21,187.31)
	Automobile	364,890.00	91,217.01	78,000.64	(13,216.37)
	Computer Expenses	345,032.00	86,264.01	79,891.03	(6,372.98)
	Grants	284,570.00	71,142.00	75,090.35	3,948.35
	Admin Allocation	0.00	6.00	0.00	(6.00)
	Engineering Allocation	1.00	3.00	0.00	(3.00)
	NYS Administrative Assessment	125,049.00	31,263.00	0.00	(31,263.00)
	Contingency	75,000.00	18,747.99	0.00	(18,747.99)
	Total Operating Expenses	30,532,487.00	7,633,167.00	6,801,370.47	(831,796.53)
	Total Operating Income	(3,553,759.00)	(888,480.00)	(477,148.62)	411,331.38
NON-OPERATING REVENUE...					
	Interest Income	898,401.00	224,598.00	214,383.94	(10,214.06)
	Gain on Sale of Fixed Assets	66,000.00	16,500.00	13,500.00	(3,000.00)
	Interest Expense	(714,950.00)	(178,737.00)	(149,201.06)	29,535.94
	Total Non-Operating Expe...	249,451.00	62,361.00	78,682.88	16,321.88
	CHANGE IN NET POSITION	(3,304,308.00)	(826,119.00)	(398,465.74)	427,653.26

**Summary of All Units
Change In Net Position
For the Three Months Ending Wednesday, June 30, 2021**

<u>GL</u>	<u>Account Description</u>	<u>Annual Budget</u>	<u>YTD Budget</u>	<u>Actual YTD</u>	<u>YTD Variance Over (Under)</u>
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Administration
Change In Net Position
For the Three Months Ending Wednesday, June 30, 2021

GL	Account Description	Annual Budget	YTD Budget	Actual YTD	YTD Variance Over (Under)
OPERATING REVENUE:					
	Grant Revenue	\$4,000.00	\$999.00	\$0.00	(\$999.00)
	Other Income	211,300.00	52,824.00	55,534.59	2,710.59
	Total Operating Revenue	215,300.00	53,823.00	55,534.59	1,711.59
OPERATING EXPENSES					
	Depreciation & Amortization	279,900.00	69,975.00	59,686.45	(10,288.55)
	Salaries	1,213,691.00	303,423.00	290,783.34	(12,639.66)
	Fringe Benefits	559,809.00	139,950.00	128,398.98	(11,551.02)
	Operation & Maintenance	16,766.00	4,194.00	3,843.74	(350.26)
	Office & Administration	251,091.00	62,772.00	58,416.84	(4,355.16)
	Insurance	19,200.00	4,800.00	4,800.00	0.00
	Professional Fees	145,700.00	36,426.00	43,124.33	6,698.33
	Automobile	1,890.00	471.00	75.85	(395.15)
	Computer Expenses	233,330.00	58,334.01	44,025.60	(14,308.41)
	Admin Allocation	(2,332,132.00)	(583,032.00)	(551,774.40)	31,257.60
	Contingency	20,000.00	4,998.99	0.00	(4,998.99)
	Total Operating Expenses	409,245.00	102,312.00	81,380.73	(20,931.27)
	Total Operating Income	(193,945.00)	(48,489.00)	(25,846.14)	22,642.86
NON-OPERATING REVENUE...					
	Interest Income	98,400.00	24,600.00	22,501.59	(2,098.41)
	Gain on Sale of Fixed Assets	21,000.00	5,250.00	5,300.00	50.00
	Total Non-Operating Expe...	119,400.00	29,850.00	27,801.59	(2,048.41)
	CHANGE IN NET POSITION	(74,545.00)	(18,639.00)	1,955.45	20,594.45

**Materials Management
Change In Net Position
For the Three Months Ending Wednesday, June 30, 2021**

GL	Account Description	Annual Budget	YTD Budget	Actual YTD	YTD Variance Over (Under)
OPERATING REVENUE:					
	Customer Billings	\$8,964,350.00	\$2,241,087.00	\$2,357,818.41	\$116,731.41
	Waste Diversion Revenue	726,000.00	181,503.00	35,896.75	(145,606.25)
	Grant Revenue	81,319.00	20,331.00	0.00	(20,331.00)
	Other Income	487,054.00	121,764.00	129,228.08	7,464.08
	Total Operating Revenue	10,258,723.00	2,564,685.00	2,522,943.24	(41,741.76)
OPERATING EXPENSES					
	Depreciation & Amortization	3,537,500.00	884,376.00	813,951.20	(70,424.80)
	Salaries	1,631,019.00	407,757.00	351,919.57	(55,837.43)
	Fringe Benefits	877,304.00	219,330.00	188,014.43	(31,315.57)
	Operation & Maintenance	932,703.34	233,182.86	175,850.35	(57,332.51)
	Waste Diversion	951,814.00	237,954.00	155,005.70	(82,948.30)
	Recycling Transfer Station	1,044,778.00	261,186.00	93,832.11	(167,353.89)
	Wastewater Treatment	603,000.00	150,750.00	141,745.20	(9,004.80)
	Closure & Post Closure Costs	744,157.00	186,039.00	225,381.12	39,342.12
	Community Benefits	763,172.00	190,794.00	196,716.51	5,922.51
	Office & Administration	95,156.66	23,791.17	15,665.78	(8,125.39)
	Insurance	170,700.00	42,675.00	42,675.00	0.00
	Utilities	65,000.00	16,248.00	11,694.01	(4,553.99)
	Materials & Supplies	302,000.00	75,498.00	16,006.07	(59,491.93)
	Professional Fees	41,800.00	10,449.00	4,260.68	(6,188.32)
	Repairs & Maintenance	20,000.00	5,001.00	1,566.25	(3,434.75)
	Automobile	14,400.00	3,600.00	3,600.00	0.00
	Computer Expenses	26,200.00	6,549.00	52.47	(6,496.53)
	Admin Allocation	993,394.00	248,349.00	233,566.10	(14,782.90)
	Engineering Allocation	30,524.00	7,632.00	10,353.53	2,721.53
	NYS Administrative Assessment	51,147.00	12,786.00	0.00	(12,786.00)
	Contingency	30,000.00	7,500.00	0.00	(7,500.00)
	Total Operating Expenses	12,925,769.00	3,231,447.03	2,681,856.08	(549,590.95)
	Total Operating Income	(2,667,046.00)	(666,762.03)	(158,912.84)	507,849.19
NON-OPERATING REVENUE...					
	Interest Income	462,499.00	115,626.00	132,195.37	16,569.37
	Gain on Sale of Fixed Assets	45,000.00	11,250.00	8,200.00	(3,050.00)
	Interest Expense	(658,144.00)	(164,535.00)	(146,193.18)	18,341.82
	Total Non-Operating Expe...	(150,645.00)	(37,659.00)	(5,797.81)	31,861.19
	CHANGE IN NET POSITION	(2,817,691.00)	(704,421.03)	(164,710.65)	539,710.38

Telecommunications
Change In Net Position
For the Three Months Ending Wednesday, June 30, 2021

GL	Account Description	Annual Budget	YTD Budget	Actual YTD	YTD Variance Over (Under)
OPERATING REVENUE:					
	Customer Billings	\$6,255,686.00	\$1,563,921.00	\$1,570,540.05	\$6,619.05
	Grant Revenue	200,000.00	50,001.00	0.00	(50,001.00)
	Other Income	47,050.00	11,763.00	1,563.86	(10,199.14)
	Total Operating Revenue	6,502,736.00	1,625,685.00	1,572,103.91	(53,581.09)
OPERATING EXPENSES					
	Depreciation & Amortization	3,732,600.00	933,150.00	888,046.70	(45,103.30)
	Salaries	1,300,279.00	325,068.00	303,941.68	(21,126.32)
	Fringe Benefits	432,104.00	108,027.00	107,245.78	(781.22)
	Operation & Maintenance	1,831,724.00	457,929.00	408,163.18	(49,765.82)
	Office & Administration	146,620.00	36,654.00	15,547.18	(21,106.82)
	Insurance	130,200.00	32,550.00	32,550.00	0.00
	Utilities	5,000.00	1,251.00	876.45	(374.55)
	Bad Debt Expense	0.00	0.00	5,408.76	5,408.76
	Professional Fees	75,734.00	18,933.00	15,474.64	(3,458.36)
	Automobile	104,100.00	26,022.00	21,556.96	(4,465.04)
	Computer Expenses	28,250.00	7,065.00	11,603.35	4,538.35
	Admin Allocation	617,820.00	154,455.00	146,716.81	(7,738.19)
	Engineering Allocation	11,730.00	2,934.00	5,911.01	2,977.01
	NYS Administrative Assessment	34,901.00	8,724.00	0.00	(8,724.00)
	Contingency	25,000.00	6,249.00	0.00	(6,249.00)
	Total Operating Expenses	8,476,062.00	2,119,011.00	1,963,042.50	(155,968.50)
	Total Operating Income	(1,973,326.00)	(493,326.00)	(390,938.59)	102,387.41
NON-OPERATING REVENUE...					
	Interest Income	94,559.00	23,640.00	19,688.68	(3,951.32)
	Total Non-Operating Expe...	94,559.00	23,640.00	19,688.68	(3,951.32)
	CHANGE IN NET POSITION	(1,878,767.00)	(469,686.00)	(371,249.91)	98,436.09

Water Quality
Change In Net Position
For the Three Months Ending Wednesday, June 30, 2021

GL	Account Description	Annual Budget	YTD Budget	Actual YTD	YTD Variance Over (Under)
OPERATING REVENUE:					
	Customer Billings	\$6,054,351.00	\$1,513,590.00	\$1,577,123.20	\$63,533.20
	Grant Revenue	900,000.00	225,000.00	0.00	(225,000.00)
	Other Income	7,129.00	1,782.00	1,782.24	0.24
	Total Operating Revenue	6,961,480.00	1,740,372.00	1,578,905.44	(161,466.56)
OPERATING EXPENSES					
	Depreciation & Amortization	826,100.00	206,526.00	196,654.49	(9,871.51)
	Salaries	1,289,936.00	322,482.00	304,011.37	(18,470.63)
	Fringe Benefits	655,289.00	163,830.00	151,255.04	(12,574.96)
	Operation & Maintenance	144,500.00	36,129.99	15,951.25	(20,178.74)
	Wastewater Treatment	1,234,029.00	308,508.00	313,559.15	5,051.15
	Water Purchases	752,520.00	188,133.00	186,243.01	(1,889.99)
	Office & Administration	72,131.00	18,030.00	9,784.43	(8,245.57)
	Insurance	86,600.00	21,651.00	21,650.01	(0.99)
	Utilities	99,225.00	24,807.00	14,183.65	(10,623.35)
	Professional Fees	12,763.00	3,192.99	421.68	(2,771.31)
	Repairs & Maintenance	143,500.00	35,874.99	18,122.43	(17,752.56)
	Automobile	229,100.00	57,276.00	49,909.53	(7,366.47)
	Computer Expenses	20,102.00	5,028.00	3,044.56	(1,983.44)
	Admin Allocation	500,817.00	125,205.00	119,128.10	(6,076.90)
	Engineering Allocation	33,536.00	8,382.00	9,133.99	751.99
	NYS Administrative Assessment	31,828.00	7,959.00	0.00	(7,959.00)
	Total Operating Expenses	6,131,976.00	1,533,014.97	1,413,052.69	(119,962.28)
	Total Operating Income	829,504.00	207,357.03	165,852.75	(41,504.28)
NON-OPERATING REVENUE...					
	Interest Income	44,900.00	11,226.00	6,766.88	(4,459.12)
	Interest Expense	(56,806.00)	(14,202.00)	(3,007.88)	11,194.12
	Total Non-Operating Expe...	(11,906.00)	(2,976.00)	3,759.00	6,735.00
	CHANGE IN NET POSITION	817,598.00	204,381.03	169,611.75	(34,769.28)

**Army Sewer
Change In Net Position
For the Three Months Ending Wednesday, June 30, 2021**

GL	Account Description	Annual Budget	YTD Budget	Actual YTD	YTD Variance Over (Under)
OPERATING REVENUE:					
	Customer Billings	\$2,779,184.00	\$694,797.00	\$684,977.54	(\$9,819.46)
	Other Income	7,129.00	1,782.00	1,782.24	0.24
	Total Operating Revenue	2,786,313.00	696,579.00	686,759.78	(9,819.22)
OPERATING EXPENSES					
	Depreciation & Amortization	303,500.00	75,876.00	74,869.35	(1,006.65)
	Salaries	438,880.00	109,719.00	104,782.17	(4,936.83)
	Fringe Benefits	222,920.00	55,728.00	54,442.62	(1,285.38)
	Operation & Maintenance	77,500.00	19,374.00	11,741.00	(7,633.00)
	Wastewater Treatment	1,234,029.00	308,508.00	313,559.15	5,051.15
	Water Purchases	3,200.00	801.00	718.00	(83.00)
	Office & Administration	70,000.00	17,496.00	9,784.43	(7,711.57)
	Insurance	34,100.00	8,526.00	8,525.01	(0.99)
	Utilities	54,980.00	13,746.00	6,630.19	(7,115.81)
	Professional Fees	4,197.00	1,050.00	274.09	(775.91)
	Repairs & Maintenance	85,000.00	21,249.00	13,010.74	(8,238.26)
	Automobile	229,100.00	57,276.00	49,909.53	(7,366.47)
	Computer Expenses	20,102.00	5,028.00	3,044.56	(1,983.44)
	Admin Allocation	281,576.00	70,395.00	66,930.24	(3,464.76)
	Engineering Allocation	10,490.00	2,622.00	3,768.62	1,146.62
	Water Quality Allocation	(205,362.00)	(51,339.00)	(40,949.61)	10,389.39
	NYS Administrative Assessment	13,401.00	3,351.00	0.00	(3,351.00)
	Total Operating Expenses	2,877,613.00	719,406.00	681,040.09	(38,365.91)
	Total Operating Income	(91,300.00)	(22,827.00)	5,719.69	28,546.69
NON-OPERATING REVENUE...					
	Interest Income	27,800.00	6,951.00	3,742.08	(3,208.92)
	Total Non-Operating Expe...	27,800.00	6,951.00	3,742.08	(3,208.92)
	CHANGE IN NET POSITION	(63,500.00)	(15,876.00)	9,461.77	25,337.77

**Army Water Line
Change In Net Position
For the Three Months Ending Wednesday, June 30, 2021**

GL	Account Description	Annual Budget	YTD Budget	Actual YTD	YTD Variance Over (Under)
OPERATING REVENUE:					
	Customer Billings	\$2,015,330.00	\$503,832.00	\$567,080.81	\$63,248.81
	Grant Revenue	900,000.00	225,000.00	0.00	(225,000.00)
	Total Operating Revenue	2,915,330.00	728,832.00	567,080.81	(161,751.19)
OPERATING EXPENSES					
	Depreciation & Amortization	354,600.00	88,650.00	81,740.30	(6,909.70)
	Salaries	384,091.00	96,021.00	85,494.11	(10,526.89)
	Fringe Benefits	194,562.00	48,648.00	43,343.84	(5,304.16)
	Operation & Maintenance	9,200.00	2,301.99	815.00	(1,486.99)
	Water Purchases	664,255.00	166,065.00	163,459.31	(2,605.69)
	Office & Administration	1,081.00	270.00	0.00	(270.00)
	Insurance	29,200.00	7,299.00	7,299.99	0.99
	Utilities	21,250.00	5,313.00	2,253.47	(3,059.53)
	Professional Fees	8,066.00	2,016.99	147.59	(1,869.40)
	Repairs & Maintenance	26,000.00	6,498.99	4,850.55	(1,648.44)
	Admin Allocation	165,070.00	41,268.00	39,231.15	(2,036.85)
	Engineering Allocation	9,964.00	2,490.00	4,020.99	1,530.99
	Water Quality Allocation	85,061.00	21,264.00	16,650.74	(4,613.26)
	NYS Administrative Assessment	11,458.00	2,865.00	0.00	(2,865.00)
	Total Operating Expenses	1,963,858.00	490,970.97	449,307.04	(41,663.93)
	Total Operating Income	951,472.00	237,861.03	117,773.77	(120,087.26)
NON-OPERATING REVENUE...					
	Interest Income	15,100.00	3,774.00	2,041.13	(1,732.87)
	Total Non-Operating Expe...	15,100.00	3,774.00	2,041.13	(1,732.87)
	CHANGE IN NET POSITION	966,572.00	241,635.03	119,814.90	(121,820.13)

**Regional Water Line
Change In Net Position
For the Three Months Ending Wednesday, June 30, 2021**

GL	Account Description	Annual Budget	YTD Budget	Actual YTD	YTD Variance Over (Under)
OPERATING REVENUE:					
	Customer Billings	\$363,652.00	\$90,915.00	\$93,552.00	\$2,637.00
	Total Operating Revenue	363,652.00	90,915.00	93,552.00	2,637.00
OPERATING EXPENSES					
	Depreciation & Amortization	168,000.00	42,000.00	40,044.84	(1,955.16)
	Salaries	34,063.00	8,517.00	6,200.91	(2,316.09)
	Fringe Benefits	17,007.00	4,254.00	3,120.59	(1,133.41)
	Operation & Maintenance	6,800.00	1,701.00	839.00	(862.00)
	Water Purchases	85,065.00	21,267.00	22,065.70	798.70
	Office & Administration	250.00	63.00	0.00	(63.00)
	Insurance	5,000.00	1,251.00	1,250.01	(0.99)
	Utilities	22,995.00	5,748.00	5,299.99	(448.01)
	Professional Fees	500.00	126.00	0.00	(126.00)
	Repairs & Maintenance	32,500.00	8,127.00	261.14	(7,865.86)
	Admin Allocation	17,426.00	4,356.00	4,138.32	(217.68)
	Engineering Allocation	2,531.00	633.00	349.23	(283.77)
	Water Quality Allocation	6,665.00	1,665.00	1,166.85	(498.15)
	NYS Administrative Assessment	1,987.00	498.00	0.00	(498.00)
	Total Operating Expenses	400,789.00	100,206.00	84,736.58	(15,469.42)
	Total Operating Income	(37,137.00)	(9,291.00)	8,815.42	18,106.42
NON-OPERATING REVENUE...					
	Interest Income	2,000.00	501.00	983.67	482.67
	Interest Expense	(56,806.00)	(14,202.00)	(3,007.88)	11,194.12
	Total Non-Operating Expe...	(54,806.00)	(13,701.00)	(2,024.21)	11,676.79
	CHANGE IN NET POSITION	(91,943.00)	(22,992.00)	6,791.21	29,783.21

**Water Sewer Contracts
Change In Net Position
For the Three Months Ending Wednesday, June 30, 2021**

GL	Account Description	Annual Budget	YTD Budget	Actual YTD	YTD Variance Over (Under)
OPERATING REVENUE:					
	Customer Billings	\$896,185.00	\$224,046.00	\$231,512.85	\$7,466.85
	Total Operating Revenue	896,185.00	224,046.00	231,512.85	7,466.85
OPERATING EXPENSES					
	Salaries	432,902.00	108,225.00	107,534.18	(690.82)
	Fringe Benefits	220,800.00	55,200.00	50,347.99	(4,852.01)
	Operation & Maintenance	51,000.00	12,753.00	2,556.25	(10,196.75)
	Office & Administration	800.00	201.00	0.00	(201.00)
	Insurance	18,300.00	4,575.00	4,575.00	0.00
	Admin Allocation	36,745.00	9,186.00	8,828.39	(357.61)
	Engineering Allocation	10,551.00	2,637.00	995.15	(1,641.85)
	Water Quality Allocation	113,636.00	28,410.00	23,132.02	(5,277.98)
	NYS Administrative Assessment	4,982.00	1,245.00	0.00	(1,245.00)
	Total Operating Expenses	889,716.00	222,432.00	197,968.98	(24,463.02)
	Total Operating Income	6,469.00	1,614.00	33,543.87	31,929.87
NON-OPERATING REVENUE...					
	CHANGE IN NET POSITION	6,469.00	1,614.00	33,543.87	31,929.87

Engineering
Change In Net Position
For the Three Months Ending Wednesday, June 30, 2021

GL	Account Description	Annual Budget	YTD Budget	Actual YTD	YTD Variance Over (Under)
OPERATING REVENUE:					
	Customer Billings	\$1,203,271.00	\$300,819.00	\$294,201.57	(\$6,617.43)
	Total Operating Revenue	1,203,271.00	300,819.00	294,201.57	(6,617.43)
OPERATING EXPENSES					
	Depreciation & Amortization	12,700.00	3,174.00	4,426.65	1,252.65
	Salaries	704,088.00	176,022.00	131,576.05	(44,445.95)
	Fringe Benefits	315,184.00	78,798.00	62,327.98	(16,470.02)
	Operation & Maintenance	59,050.00	14,760.00	24,199.58	9,439.58
	Office & Administration	61,549.00	15,387.99	7,461.61	(7,926.38)
	Insurance	26,300.00	6,576.00	6,575.01	(0.99)
	Professional Fees	2,000.00	501.00	1,646.25	1,145.25
	Automobile	15,400.00	3,848.01	2,858.30	(989.71)
	Computer Expenses	36,400.00	9,099.00	21,165.05	12,066.05
	Admin Allocation	55,784.00	13,947.00	13,408.14	(538.86)
	Engineering Allocation	(79,552.00)	(19,887.00)	(26,355.84)	(6,468.84)
	NYS Administrative Assessment	7,173.00	1,794.00	0.00	(1,794.00)
	Total Operating Expenses	1,216,076.00	304,020.00	249,288.78	(54,731.22)
	Total Operating Income	(12,805.00)	(3,201.00)	44,912.79	48,113.79
NON-OPERATING REVENUE...					
	CHANGE IN NET POSITION	(12,805.00)	(3,201.00)	44,912.79	48,113.79

**Regional Development
Change In Net Position
For the Three Months Ending Wednesday, June 30, 2021**

GL	Account Description	Annual Budget	YTD Budget	Actual YTD	YTD Variance Over (Under)
OPERATING REVENUE:					
	Customer Billings	\$134,876.00	\$33,720.00	\$41,631.70	\$7,911.70
	Grant Revenue	1,117,792.00	279,447.00	132,355.54	(147,091.46)
	Loan Interest Income	564,000.00	140,997.00	105,460.89	(35,536.11)
	Other Income	20,550.00	5,139.00	21,084.97	15,945.97
	Total Operating Revenue	1,837,218.00	459,303.00	300,533.10	(158,769.90)
OPERATING EXPENSES					
	Salaries	387,213.00	96,801.00	84,399.52	(12,401.48)
	Fringe Benefits	173,966.00	43,491.00	38,884.54	(4,606.46)
	Operation & Maintenance	12,000.00	3,000.00	555.00	(2,445.00)
	Community Benefits	133,411.00	33,354.00	133,411.46	100,057.46
	Office & Administration	20,550.00	5,151.00	805.28	(4,345.72)
	Bad Debt Expense	0.00	0.00	(2,812.27)	(2,812.27)
	Professional Fees	192,819.00	48,210.00	42,503.25	(5,706.75)
	Computer Expenses	750.00	189.00	0.00	(189.00)
	Grants	284,570.00	71,142.00	75,090.35	3,948.35
	Admin Allocation	164,317.00	41,082.00	38,955.25	(2,126.75)
	Engineering Allocation	3,763.00	942.00	957.31	15.31
	Total Operating Expenses	1,373,359.00	343,362.00	412,749.69	69,387.69
	Total Operating Income	463,859.00	115,941.00	(112,216.59)	(228,157.59)
NON-OPERATING REVENUE...					
	Interest Income	198,043.00	49,506.00	33,231.42	(16,274.58)
	Total Non-Operating Expe...	198,043.00	49,506.00	33,231.42	(16,274.58)
	CHANGE IN NET POSITION	661,902.00	165,447.00	(78,985.17)	(244,432.17)



Board Resolution No. 2021-08-102
August 26, 2021

**ACCESS CONTROL PLAN
WARNECK PUMP STATION AND
MATERIALS MANAGEMENT FACILITIES
REVISION**

Whereas, the Development Authority of the North Country operates According to the Board authorized policies and administrative guidelines as may be adopted and amended by the Authority's Board of Directors, and

Whereas, the Authority is required to comply with the New York State Public Employer Workplace Violence Prevention Law that took effect April 29, 2009, and the Authority's Workplace Violence Prevention Policy that was adopted August 20, 2009 pursuant to **Resolution No. 2009-08-02**, and

Whereas, to assist in the compliance with these requirements, the Authority established an Access Control Plan that describes methods, procedures, and measures to be used by the Authority to establish physical and personal control measures and prevent loss, damage or compromise of assets and interruption of business activities at the Warneck Pump Station, Materials Management Facility, and Recycling Transfer Station. This access plan only applies to facilities that are owned by the Authority; as such leased space is not included, and

Whereas, pursuant to **Resolution No. 2011-02-01** the Development Authority of the North Country's Access Control Plan for the Warneck Pump Station and the Solid Waste Management Facility were last revised, and

Whereas, it is necessary for Executive Management to periodically review and update administrative documents to accurately reflect current requirements.

Now, therefore be it

RESOLVED, that the Development Authority of the North County does hereby authorize the Executive Director to implement the Access Control Plan for the Warneck Pump Station, Materials Management Facilities and the Recycling Transfer Station attached hereto and incorporated into this Resolution, effective August 26, 2021.

Development Authority of the North Country Governance Policies

Subject: Access Control Plan

Adopted: August 26, 2021

Resolution: 2021-08-102



ACCESS CONTROL PLAN FOR THE WARNECK PUMP STATION AND MATERIALS MANAGEMENT FACILITIES

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SECTION 1.0 PURPOSE

This Access Control Plan has been developed for the Warneck Pump Station (WPS), Materials Management Facility (MMF), and the Recycling Transfer Station (RTS) in order to comply with: 1) the New York State Public Employer Workplace Violence Prevention Law that went into effect on March 4, 2007, with final regulations that took effect April 29, 2009; and 2) The Development Authority of the North Country's (Authority) Workplace Violence Prevention Policy by Resolution No. 2009-08-02 on August 20, 2009.

This Access Control Plan describes the methods, procedures, and measures to be used by the Authority to establish physical and personal control measures and prevent loss, damage or compromise of assets and interruption of business activities at the WPS, MMF, and RTS. This access plan only applies to facilities that are owned by the Authority; as such leased space is not included.

SECTION 2.0 MANAGEMENT CONTROLS

2.1 Risk Assessment

As part of the Authority's Workplace Violence Prevention Policy, each division completes a Workplace Security Checklist. These checklists are completed annually by division directors. The results of the checklist are compiled by the Authority's Director of Human Resources and reviewed by the Authority's Safety Committee for recommended actions.

2.2 Preparation Access Control Plan

A person knowledgeable with the access features at the facilities will prepare, as well as maintain, the Access Control Plan. Once the plan is completed, it will be maintained in OnBase. This Access Control Plan is to be made accessible to all employees and coordinated with local law enforcement. This document will be reviewed and updated annually or when a task is added or changed.

SECTION 3.0 WORKPLACE VIOLENCE PREVENTION TRAINING

Workplace Violence Prevention Training must be provided to all employees and a record must be kept of such training. This training must address the following topics:

1. Components of access control plan
2. Engineering controls instituted at the workplace
3. Work practice controls instituted at the workplace
4. Techniques to use in potentially volatile situations
5. How to anticipate/read behavior
6. Procedures to follow after an incident
7. Periodic refresher for on-site procedures
8. Recognizing substance abuse/paraphernalia

SECTION 4.0 FLOOR PLAN, EVACUATION PLAN

Emergency evacuation plans shall be posted near the exits of all offices and work areas at the WPS, MMF, and RTS. These plans show the general layout of the building floor plan and locations of exits, fire extinguishers, and pull stations.

All facilities shall have documented procedures for employees to follow in the event of an emergency situation and/or evacuation. Procedures and gathering points are included in the Health and Safety Manual reviewed by all employees. An annual evacuation drill shall be performed to ensure employee preparedness should an emergency situation arise.

SECTION 5.0 ENGINEERING CONTROLS

5.1 Warneck Pump Station Engineering Controls

With the exception of the front parking area, the WPS perimeter is completely enclosed with security fencing, having only one power entry gate. The access gate is kept closed at the facility. Access to the main entrance door at the WPS is controlled through a magnetic lock keypad. Personal codes are specific to employees, allowing for monitoring of access to the facility after business hours. Other doors are locked and the Water Quality Lead Operator maintains a list of employees that have been assigned a key to the facility.

The parking lot is well lit from sunset to sunrise. A closed circuit monitor located inside the administrative office displays the parking lot. The building is equipped with magnetic door closures, as well as motion detectors in the SCADA room and the operator room which will set off the alarm once the security system is activated. The first employee to arrive and last employee to leave at the end of business hours is responsible for activating the security control panel located at the main entrance to the facility. Once the system is activated, it will automatically call Rapid Response Monitoring of Syracuse, who is sub-contracted by Alltech Integrations Inc. when an alarm is triggered. Rapid Response will then dispatch emergency services based on our emergency call protocol and the type of alarm.

To enhance current facility controls, security video cameras have been added to the facility. These cameras are capable of recording activities at the site and are positioned to monitor critically sensitive areas.

5.2 MMF Engineering Controls

The Access Control Facility (ACF) / Operations & Maintenance (O&M) buildings at the MMF have electronic door locks at all entrance points and alarm panel touch pads inside the main entrance at each facility. The alarm touch pads require personal codes to access the facility. Employees are given access by the Division Director and the Lead Mechanic manages the day-to-day oversight of the system. The Lead Mechanic will maintain a list of personnel that have been provided with keys or access codes. The personal codes allow for tracking which employees enter buildings after business hours. Select employees, designated by the Division Director, possess keys to override the electronic key pads in case of malfunction. Security Plus is automatically notified when an alarm is set off and dispatches the appropriate emergency services.

The facility has a power entry gate to control vehicle access at the entrance to the facility on Route 177. This gate is open during business hours. Personnel working after hours are able to exit the facility by driving up to the gate which will automatically open and close after they

have exited the site. The last employee leaving the O&M building activates the security system. The parking lot is well lit between sunset and sunrise.

To enhance current facility controls, security video cameras are located throughout the facility. These cameras record activity at the site and are positioned to monitor critically sensitive areas.

5.3 RTS Engineering Controls

The RTS has several buildings including a main office building which includes a shop and maintenance area, processing/operations building, and cold storage buildings. When the facility is operational there are two to three employees that typically work at the facility. These employees operate equipment including the loader that feeds the compactor and a book de-binding machine; and perform office work on computers located in the main office building. The main office building is equipped with two electronic door locks and keypads: one is located at the front main entrance door and one is located on the side door. There is no security alarm. Employees are given access by the Division Director and the Lead Mechanic manages the day-to-day oversight of the system. The Lead Mechanic will maintain a list of personnel that have been provided with keys or access codes. The personal codes allow for tracking which employees enter buildings after business hours.

The facility has a simple access gate at the main entrance to prevent vehicular traffic after hours. This gate is open during business hours. The first employee entering the facility opens the gate and the last employee leaving the facility closes the gate, which is locked with a padlock. There is no parking lot lighting and minimal lighting around the buildings and entrance doors.

To enhance current facility controls, four security video cameras are located throughout the facility. These cameras record activity at the site and are positioned to monitor critically sensitive areas.

SECTION 6.0 WORK PRACTICE CONTROLS

Most employees should have only a computer, paperwork, and basic office supplies on their desk. Files containing sensitive information should not be left unattended on desks, especially over night. Warneck Pump Station and MMF facilities use an internal phone system as a means of secure communication among personnel of the Authority. Communication at the RTS is via cell phones only.

Office, shop, or other working areas should not have obstructed exits; any slight obstruction must be removed. Emergency phone numbers for 911 and Verisk 3E are posted near phones.

SECTION 7.0 PUBLIC ACCESS CONTROLS

7.1 Warneck Pump Station Public Access Controls

Visitors (all Authority and non-Authority employees) must use the main secure entrance that is opened electronically by the Administrative Associate, upon the visitor announcing themselves through the intercom placed by the door. There is a reception area, there is a glass partition separating visitors from the Administrative Associate. Employees receiving visitors shall notify the Administrative Associate in advance. The Administrative Associate will maintain a log of visitors entering the facility which will include the visitor's name, date, time of arrival/departure.

Visitors, other than Authority employees, shall be escorted around and out of the facility by Authority personnel, when appropriate.

7.2 MMF Public Access Controls

All visitors must sign in at the ACF upon arrival. Visitors and non-regular vendors shall be escorted around the facility, as appropriate. Authority staff at the Access Control Facility shall maintain a log of visitors entering the facility which will include the visitor's name, date, time of arrival and departure.

The shop/maintenance bay areas are not climate controlled and during summer, the overhead doors are kept open during the work day. This creates an unmanned, open area for unauthorized access into the O&M Building. There is an entrance vestibule between the shop and O&M Building. The door from the shop area has been retrofitted with a lock and keyless entry touch pad similar to the main entrance door. This will prevent unauthorized access into the O&M Building from the shop area.

7.3 RTS Public Access Controls

All visitors must sign in at the RTS upon arrival. Visitors and non-regular vendors shall be escorted around the facility, as appropriate. Authority staff at the RTS shall maintain a log of visitors entering the facility which will include the visitor's name, date, time of arrival and departure.

The shop and process areas are not climate controlled and the overhead doors are kept open during the work day. This creates an unmanned, open area for unauthorized access into the RTS Building. These shop doors are closed during the winter and all doors are closed during off hours. Given the limited staff that work at the facility and number of visitors, leaving these doors open during work hours has not created any security issues at the facility that would warrant capital expenditures to install engineering controls.

Revision Date: July 24, 2021

Revision Date: June 22, 2010

Revision Date: February 17, 2011; Resolution No. 2011-02-01

Revision Date: October 28, 2014



Board Resolution No. 2021-08-103
August 26, 2021

AUTHORIZING TELECOMMUTING POLICY

Whereas, the Development Authority of the North Country operates according to Board policies that are adopted and/or amended by the Board of Directors, as appropriate, and

Whereas, due to the global COVID-19 Pandemic, the Authority implemented telecommuting as a means necessary to continue operations and provide required services to our customers, and

Whereas, telecommuting of Authority staff has proven to be an efficient and effective means to meet Authority business needs, and

Whereas, Executive Management have drafted the attached Telecommuting Policy which establishes guidelines for the implementation of telecommuting arrangements with employees of the Authority whose job duties and responsibilities are suitable for telecommuting, and

Now, therefore be it

RESOLVED, that the Development Authority of the North Country does hereby approve the attached Telecommuting Policy.

Development Authority of the North Country Internal Policy

Subject: Telecommuting Policy

Adopted: August 26, 2021

Resolution: 2021-08-103



TELECOMMUTING POLICY

SECTION 1.0 PURPOSE

This policy establishes guidelines for telecommuting arrangements for employees of the Development Authority of the North Country (hereinafter, “the Authority”). As detailed below, telecommuting arrangements are not a right or entitlement of employment; they are discretionary and subject to operational needs. Telecommuting arrangements can be rescinded at any time with appropriate notice. There is no appeals process when a telecommuting arrangement has been denied or rescinded.

Telecommuting allows employees to work at home, on the road or in a satellite location for all or part of their workweek. The Authority considers telecommuting to be a viable, flexible work option when both the employee and the job are suited to such an arrangement. Telecommuting may be appropriate for some employees and jobs, but not for others. Telecommuting is not an entitlement, it is not an Authority-wide benefit, and it in no way changes the terms and conditions of employment between the employee and the Authority. [Note: Telecommuting approved on a one-off or otherwise irregular basis is not a telecommuting arrangement as defined under this policy.]

Telecommuting arrangements require the initial and ongoing approval of the employee’s division director, Human Resources, and the Executive Director.

SECTION 2.0 APPLICABILITY

This policy applies to staff in good standing, who have completed at least six months of employment with the Authority, and whose job duties and responsibilities are suitable for telecommuting arrangements (hereinafter, “Covered Positions” are referred to as Telecommuters). Covered Positions shall be designated by the Executive Director in consultation with Division Directors and Human Resources. HR will maintain a list of Covered Positions.

This policy does not apply to requests for, or management of, workplace accommodation(s) under the Americans with Disabilities Act (ADA) or under any other applicable federal, state, or local law or regulation. Employees seeking such workplace accommodation(s) should contact the Authority's Human Resources Office.

SECTION 3.0 DEFINITIONS

Telecommuting arrangement means working from home or from a remote location one or more full days per week on a regular basis within the geographic area of the Authority's business responsibilities and duties within the state of New York.

While on a Telecommuting arrangement, covered employees are expected to work the same general business hours of the Authority that they were originally hired to work in their current position, and to perform their responsibilities as they otherwise would at an Authority worksite.

The *Telecommuting Agreement* details the terms and conditions of the covered employee's telecommuting arrangement.

SECTION 4.0 PROCEDURE

4.1 GUIDELINES FOR APPROVAL OF A TELECOMMUTING ARRANGEMENT

The success of a telecommuting arrangement can depend on several factors, such as current job performance and attendance, the ability to work independently, the nature of the work to be performed, consideration of the impact such arrangement will have on others, services available at the proposed telecommuting site, and strong communication skills. A telecommuting arrangement is not a right of employment. It is established at the discretion of the employee's division director, Human Resources, and the Executive Director and may be subject to change at the sole discretion of Authority management.

Telecommuting is not operationally feasible for all job functions. The Authority will determine which job functions and employees are eligible to participate in this telecommuting arrangement.

When requesting a telecommuting arrangement, a covered employee should consider their own needs together with those of the Authority and their family. Any employee who requests a telecommuting arrangement should ensure that their work can be performed in a manner consistent with standards that would be true if they were reporting to an assigned work location (e.g.: State Office Building). When considering a covered employee's request for a telecommuting arrangement, division directors should assess the impact of such an arrangement on the division and, in making such a determination, consider the following as applicable:

1. Does the covered employee meet the minimum requirements?
 - The covered employee is in good standing in their current position
2. Will the covered employee be able to meet the minimum requirements of their position?
 - The nature of the employee's position is such that they can perform their normal duties from an alternate location (e.g., outside of their normally assigned office).
 - Productivity and progress metrics are still measurable under the proposed arrangement.
 - Quality of service to internal and external clients can be sustained.
 - Any required face-to-face contact can be maintained.
3. Questions about the covered employee and their ability to perform the job under a telecommuting arrangement:
 - Is the covered employee highly independent and disciplined, requiring minimum supervision?
 - Are there issues that may affect operations in the workplace or ability to do the work off-site, such as access to necessary information or support for work tasks?
 - Is the covered employee's proposed alternative work location in a physical workspace conducive for adequate privacy, security and business suitable for maximum productivity?
 - Will the covered employee have the technology, equipment and secure system access to perform all responsibilities and to maintain the effectiveness of communications?
 - Will there be the ability to maintain a two-way flow of communication between division director, direct manager/supervisor and covered employee, and covered employee and their colleagues?
 - How will the performance of the covered employee on a telecommuting arrangement be measured?
 - Will the division director be able to assess the covered employee's productivity and the quality of their work results?
 - Will the covered employee's job satisfaction and morale be sustained or improved?

4. Questions about scheduling, as applicable:
- Will there be adequate team coverage in the workplace, especially during peak service or demand times?

 - Has the division director taken into account intermittent job demands that may make it necessary for specific workers to be in the workplace at certain times, for certain tasks, meetings, events, or projects?

4.2 HOW TO REQUEST A TELECOMMUTING ARRANGEMENT

To make a request for a telecommuting arrangement, the employee shall complete the Telecommuting Agreement and submit it to their division director. The division director will consult with Human Resources, and make a recommendation to the Executive Director, in accordance with the guidelines set forth herein, and respond to the employee accordingly. Approved request forms are to be filed with Human Resources, and the details of the telecommuting arrangement will be communicated to appropriate colleagues.

4.3 MANAGEMENT AND CONTINUED APPROVAL OF TELECOMMUTING ARRANGEMENT

If a telecommuting arrangement is approved, it is subject to an initial trial period during the first two months and will be evaluated annually thereafter (or sooner as necessary and appropriate). Circumstances may change causing the telecommuting arrangement to change or be discontinued. It shall be the responsibility of the covered employee's division director to consider, assess, and evaluate the implications of the request for and management of a telecommuting arrangement. Nothing in this policy is intended to alter a covered employee's responsibilities, which are determined by the covered employee's division director.

While on a telecommuting arrangement, covered employees must continue to comply with all applicable state and federal employment laws, Authority policies and procedures and rules of conduct. They are expected to perform their responsibilities as they otherwise would under a standard working arrangement while on Authority owned worksites. There may be times where a covered employee will be required to work in the office or attend meetings at the business site.

The covered employee's division director should be prepared to manage the performance of a covered employee on the telecommuting arrangement. The first two months of the telecommuting arrangement are a trial period. At that point (or sooner if deemed necessary) the division director will conduct an evaluation of the telecommuting arrangement and meet with the covered employee to discuss the status of the arrangement:

- Are expectations clearly understood?
- Have turnaround times for tasks been adversely impacted?
- Is productivity being maintained?
- Are the division's needs still being met?
- Are there benefits that can be identified?
- Are there adjustments to the arrangement that might be desired by either party?

The covered employee's division director will decide whether to continue the telecommuting arrangement. Continued approval of the telecommuting arrangement will be granted on a case-by-case basis, taking into account the considerations of the current business needs of the Authority and the covered employee. If the telecommuting arrangement is continued, it will be evaluated at least annually thereafter. If the telecommuting arrangement is discontinued, the covered employee's division director will provide the employee with notice of discontinuation 14 days in advance.

Consistent with the expectations that would exist onsite, employees who telecommute should avoid conflicting commitments that would distract from their work such as engaging in non-work related activity, including but not limited to child and dependent care, during telecommuting hours (e.g.: during normal business hours). Telecommuting arrangements are not to be used for purposes of taking leave or time off from work. Requests for leave or time off (e.g., to bond with a newborn child or care for a family member with an illness or injury) should be made under the appropriate policy.

4.4 WORK HOURS / WORKSPACE

Telecommuters will work during their approved normal workday (including overtime when appropriate and authorized in advance by their manager). Telecommuters must request time off in accordance with Authority policies. Failure to comply with these requirements may result in the immediate termination of the telecommuting agreement. Additionally, when Telecommuters are required to report to their official work site there will be no reimbursement for travel, nor will the telecommuter be paid for their travel time.

The employee shall designate a workspace within their remote work location while teleworking. The telecommuter shall maintain this work location in a safe condition, free from hazards and other dangers to the employee and equipment. The Authority must approve the site chosen as the employee's remote workspace at the commencement of the telecommuting arrangement. The telecommuter is expected to submit three photos of the home workspace to the division director prior to approving a telecommuting arrangement.

The Authority has the right to make on-site visits (with 48 hours advance notice) to the remote work location for purposes of determining that the site is safe and free from hazards, and to maintain, repair, inspect, or retrieve company-owned equipment, software, data or supplies.

4.5 EQUIPMENT REQUIRED FOR TELECOMMUTING

The Authority will not provide the covered employee with any computer equipment, telephone, or web access other than what the covered employee already has received or is eligible to receive for purposes of work.

The covered employee is responsible for ensuring that their telework location is equipped with the equipment they will need to fully carry out assigned duties. The Authority is not responsible for servicing and maintaining equipment that is not Authority property, and shall not be responsible for costs associated with normal wear, maintenance, upkeep, repair or replacement of personal equipment that supports the employee's ability to telecommute.

Office supplies will be provided by the Authority as needed. Out-of-pocket expenses for other supplies will not be reimbursed unless by prior approval of the employee's division director.

The Authority's Virtual Private Network (VPN) is a user managed service therefore, users are responsible for paying their associated Internet Service Provider (ISP) fees.

Consistent with the Authority's IT Policy and General User Procedure, telecommuting employees will be expected to ensure the protection of proprietary company and customer information accessible from their home office. Steps include securing and locking electronic devices, the use of locked file cabinets and desks, regular password maintenance, and any other measures appropriate for the job and the environment.

The Authority will provide certain tools and equipment for the employee to perform his/her current duties at a home work location. This does not include phone lines or internet service. When the employee uses her/his own equipment, the employee is responsible for maintenance and repair of equipment.

Whether personally owned or Authority provided, if equipment relied upon as a condition for telecommuting is not operational on a scheduled telecommute day, the employee will be required to either report to the office work location or make a request for time off under the Authority's normal leave policy.

4.6 SAFETY

During work hours and while performing work functions in the designated work area of the home, Telecommuters are covered by workers' compensation.

Employees are expected to maintain their home workspace in a safe manner, free from safety hazards. The Authority assumes no liability for injuries occurring in the employee's home workspace outside the agreed-upon work hours or while performing non-work related functions.

The Authority will provide each telecommuter with a safety checklist that must be completed at least twice per year. Accidents that occur at home while the employee is being paid to work and that are directly related to the performance of the employee's work duties must be reported. Telecommuting employees are responsible for notifying their division director and Human Resources of such injuries as soon as practicable as per the Authority's Health & Safety Manual.

The Authority is not liable for loss, destruction, or injury that may occur in or to the employee's home. This includes family members, visitors, or others that may become injured within or around the employee's home.

4.7 CHILD AND/OR DEPENDENT CARE

Teleworking is not a substitute for child and/or dependent care and it is the expectation of the Authority that Telecommuters will use appropriate child and/or dependent care during work hours.

Telecommuters will not be available during Authority's core business hours to provide child and/or dependent care.

Prospective Telecommuters are encouraged to discuss expectations of telecommuting with family members prior to entering into an agreement.

4.8 TAXES

It will be the telecommuter's responsibility to determine any income tax implications of maintaining a home office area. The Authority will not provide tax guidance nor will the Authority assume any additional tax liabilities. Telecommuters are encouraged to consult with a qualified tax professional to discuss income tax implications.

4.9 COMMUNICATION

Telecommuters must be available by phone and email during business hours. Telecommuters will still be available for in person staff meetings, and other meetings deemed necessary by management.

Telecommuting Agreement

Employee Name: _____	Job Title: _____
Division/Department: _____	FLSA Status: <input type="checkbox"/> Exempt <input type="checkbox"/> Nonexempt
Division Director: _____	Date of Request: _____

This telecommuting agreement will begin and end on the following dates:

Start Date: _____ **End Date:** _____ **Length/Term of Agreement:** 1 Year

Address of Telework Location: _____

Employee Work Schedule: _____

The employee agrees to the following conditions:

1. The employee understands that they must follow all the terms and conditions of their employment to include policy and procedures and the Code of Conduct while working from a remote location approved by the Authority.
2. The employee agrees and understands “regular work performed for the Authority” is defined as one or more full days per week on a regular basis within the geographic area of the Authority’s business responsibilities and duties within the state of New York.
3. The employee will remain available and productive during their approved normal workday.
4. The employee will be available and ready (with no advance notice) to report to an Authority business location during working hours within 90-minutes of a request from management.
5. The employee must request time off in advance in accordance with Authority policies.
6. The employee will designate a workspace within the remote work location for teleworking in an area free from distractions.
7. Nonexempt (hourly) employees will obtain manager approval prior to working unscheduled overtime hours.
8. The employee will communicate regularly with his/her manager and co-workers during normal Authority business hours, which may include a weekly written report of activities to his/her manager.
9. The employee will comply with all Authority’s rules, policies, practices and instructions that would apply if the employee were working at an Authority’s location.
10. The employee will maintain satisfactory performance standards.
11. The employee will make arrangements for regular child/dependent care and understands telecommuting is not a substitute for child/dependent care.

Telecommuting Agreement

12. The employee will maintain a safe and secure work environment at all times at their preapproved telework location.
13. The employee will allow an Authority representative to have access to the telecommuting location for purposes of assessing safety and security, upon reasonable notice by the Authority's representative.
14. The employee will report work-related injuries to his/her manager and to Human Resources as soon as practicable as per the Authority's Health and Safety Manual.
15. The employee will adhere to IT General User Procedures and the employee understands that all tools and resources provided by the Authority shall remain the property of the Authority at all times.
16. The employee agrees to protect Authority tools and resources from theft or damage and to report theft or damage to his or her manager immediately.
17. The employee will be expected to ensure the protection of proprietary Authority and customer information accessible from their home offices.
18. The employee understands that all terms and conditions of employment with the Authority remain unchanged, except those specifically addressed in this agreement.
19. The employee understands that management retains the right to modify this agreement on a temporary or permanent basis for any reason at any time.
20. The employee agrees to return company equipment and documents by the end of the work day of an employee's resignation from employment.
21. The employee agrees to all the terms and conditions of the Authority's Telecommuting Policy.

The Development Authority of the North Country will provide the following equipment:

• Computer only	• Office Supplies	
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The employee will provide the following equipment:

• Reliable Internet accessibility	• Cellphone with reliable service	• Private and quiet work area
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Employee Signature: _____	Date: _____
Division Director Signature: _____	Date: _____
Executive Director Signature: _____	Date: _____

Development Authority of the North Country
 Board Contract Summary
 August 2021

Company	Customer	Contract Type	Description of Services/Contract Title	Current Agreement (\$)	New Agreement / Amendment (\$)	Total Agreement	Start Date	End Date	County
60	Town of Lisbon	SCADA	Well Site Controls Upgrade	\$ -	\$ 23,000.00	\$ 23,000.00	9/1/2021	3/31/2022	St. Lawrence
60	Village of Heuvelton	SCADA	Water System Improvements SCADA Services	\$ 35,000.00	\$ 3,000.00	\$ 38,000.00	8/1/2021	3/31/2022	St. Lawrence
60	Village of Lyons Falls	TSA	Lyons Falls Mill Site Phase 5	\$ 15,000.00	\$ -	\$ 15,000.00	8/15/2021	12/31/2021	Lewis
60	Lewis County	TSA	Amendment No. 1 Turin Brick Block Building	\$ 5,000.00	\$ 6,900.00	\$ 11,900.00	7/22/2021	3/31/2022	Lewis
11	Lewis County	TSA	RFP Writing Services	\$ -	\$ 1,600.00	\$ 1,600.00	7/16/2021	8/31/2021	Lewis

Contract Types

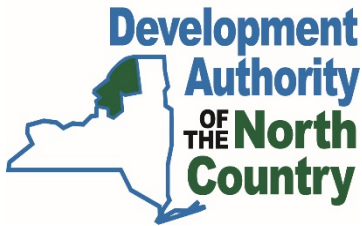
GIS - GIS Services

MS - WQ Management Services

O&M - WQ Operations & Maintenance

SCADA - SCADA Services

TS -Technical Services



Board Resolution No. 2021-08-104
August 26, 2021

AMENDMENT 1
TECHNICAL SERVICES AGREEMENT
VILLAGE OF TUPPER LAKE
SHARED SERVICES RECORDS MANAGEMENT IMPROVEMENT
PROJECT

Whereas, pursuant to **Resolution No. 2018-20-132**, the Development Authority of the North Country (Authority) and the Village of Tupper Lake (Village) entered into an agreement dated December 28, 2018 for an amount not to exceed \$4,000 to provide grant writing services for a NYS Archives Local Government Records Management Improvement Fund (LGRMIF) application for a comprehensive records inventory shared services project with the Town of Tupper Lake, and

Whereas, the agreement stated that if the Village was awarded the grant, the agreement would be amended to include Phase 2 LGRMIF Project Support Services, including facilitation of project kick-off, progress and close-out meetings; grant administration such as MWBE reporting, disbursement requests, and final reporting; and review of final deliverables/reports from the Village's consultant, for a cost not to exceed \$11,000; a cost to be shared equally between the Village and Town of Tupper Lake, and

Whereas, the Authority completed and submitted the LGRMIF grant application in March 2020 and in July 2021 the Village was notified that their grant application was successful and the full grant would be awarded, and

Whereas, the original agreement for \$4,000 will be amended for an additional \$11,000, for a total not to exceed contract amount of \$15,000.

Now, therefore be it

RESOLVED, that the Technical Services Agreement Amendment No. 1, by and between the Authority and the Village of Tupper Lake, is hereby approved. The Executive Director is hereby authorized and directed to execute said Agreement.

AMENDMENT 1

**DEVELOPMENT AUTHORITY OF THE NORTH COUNTRY
TECHNICAL SERVICES AGREEMENT FOR
SHARED SERVICES RECORDS MANAGEMENT IMPROVEMENT PROJECT**

WITH THE

VILLAGE OF TUPPER LAKE

Whereas, the Development Authority of the North Country (Authority) and the Village of Tupper Lake (Village) entered into an agreement dated December 28, 2018 for an amount not to exceed \$4,000 to provide grant writing services for a Local Government Records Management Improvement Fund (LGRMIF) application for a comprehensive records inventory shared services project with the Town of Tupper Lake, and

Whereas, the agreement stated that if the Village was awarded the grant, the agreement would be amended to include Phase 2 LGRMIF Project Support Services, including facilitation of project kick-off, progress and close-out meetings; grant administration such as MWBE reporting, disbursement requests, and final reporting; and review of final deliverables/reports from the Village's consultant, for a cost not to exceed \$11,000; a cost to be shared equally between the Village and Town of Tupper Lake, and

Whereas, the Authority completed and submitted the LGRMIF grant application in March 2020 and in July 2021 the Village was notified that their grant application was successful and the full grant would be awarded.

NOW, THEREFORE, the Authority and the Village agree to amend the technical services agreement as follows:

1. The Village agrees to pay the Authority an amount which will not exceed \$11,000 for Phase 2 services related to project support for the Village's LGRMIF records inventory project.

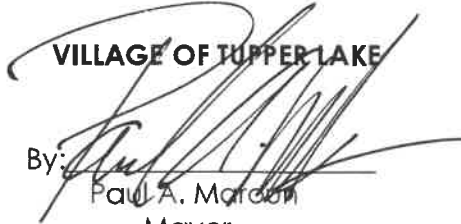
The return of one signed copy of this amendment, together with the formal resolution of approval, constitutes acceptance of this Amendment and shall be written authorization for the Authority to proceed with contract services up to the amount agreed upon.

All of the above is established by the signatures of the authorized representatives of the parties.

**DEVELOPMENT AUTHORITY
OF THE NORTH COUNTRY**

By: _____
Carl E. Farone, Jr.
Executive Director

Date: _____, 2021

VILLAGE OF TUPPER LAKE

By: _____
Paul A. Mardon
Mayor

Date: July 21, 2021



Board Resolution No. 2021-08-105
August 26, 2021

AMENDMENT 2
TECHNICAL SERVICES AGREEMENT
VILLAGE OF TUPPER LAKE
SEWER SYSTEM IMPROVEMENT PROJECT

Whereas, pursuant to **Resolution No. 2018-02-08** the Development Authority of the North Country (Authority) and the Village of Tupper Lake (Village) entered into an Agreement dated January 23, 2018 for an amount not to exceed \$25,000 to perform services related to a Sewer System Improvement Project, and

Whereas, pursuant to **Resolution No. 2020-08-99** the Authority entered into Amendment No. 1 on November 12, 2020 which extended the projected project completion from spring 2020 to December 2021 and increased the not to exceed costs by \$20,000, and

Whereas, this Amendment No. 2 will extend the projected project completion by four months to May 2022 and will result in an additional \$5,000 bringing the not to exceed services to \$50,000.

NOW THEREFORE, the Authority and the Village agrees to amend the amount of the agreement to \$50,000.

The return of one signed copy of this Amendment, together with the formal resolution of approval, constitutes acceptance of this Amendment and shall be written authorization for the Authority to proceed with contract services up to the amount agreed upon.

Now, therefore be it

RESOLVED, that the **Technical Services Agreement Amendment No. 2**, by and between the Authority and the Village of Tupper Lake, is hereby approved. The Executive Director is hereby authorized and directed to execute said Agreement.

AMENDMENT 2

**DEVELOPMENT AUTHORITY OF THE NORTH COUNTRY
TECHNICAL SERVICES AGREEMENT FOR
SEWER SYSTEM CAPITAL IMPROVEMENT PROJECT**

WITH THE

VILLAGE OF TUPPER LAKE

Whereas, the Development Authority of the North Country (Authority) and the Village of Tupper Lake (Village) entered into an Agreement dated January 23, 2018 for an amount not to exceed \$25,000 and a projected project completion of spring 2020, to perform services related to a Sewer System Improvement Project, and

Whereas, Amendment No. 1 was executed on November 12, 2020 which extended the projected project completion to December 2021 and increased the not to exceed costs by \$20,000, and

Whereas, this Amendment will extend the projected project completion by four months to May 2022 and will result in an additional \$5,000 bringing the not to exceed services to \$50,000.

NOW THEREFORE, the Authority and the Village agrees to amend the amount of the agreement to \$50,000.

The return of one signed copy of this Amendment, together with the formal resolution of approval, constitutes acceptance of this Amendment and shall be written authorization for the Authority to proceed with contract services up to the amount agreed upon.

**DEVELOPMENT AUTHORITY
OF THE NORTH COUNTRY**

By:_____

Date:_____

Carl E. Farone, Jr.
Executive Director

VILLAGE OF TUPPER LAKE

By:_____

Date:_____

Paul Maroun
Mayor



Board Resolution No. 2021-08-106
August 26, 2021

FINANCIAL ASSURANCE & TIP FEE REQUIREMENTS
SOUTHERN EXPANSION
MATERIALS MANAGEMENT DIVISION

Whereas, the Development Authority of the North Country has recently completed a \$24 million landfill extension capital project located at the Materials Management Facility in Rodman, NY, and

Whereas, the landfill extension has an estimated capacity of 11.5 million tons and is expected to have a useful life of approximately 50 years, and

Whereas, the Development Authority has established reserves to ensure compliance with State and Federal regulations and provide capital as required to support the continue operations of the landfill in a safe and environmental sound manner. A schedule of Materials Management reserves as of June 30, 2021 with a narrative of the use of each reserve is attached as Appendix A, and

Whereas, pursuant to State and Federal regulations and to be fiscally responsible in its landfill operations, the Authority created financial assurance projections for the useful life of the landfill extension (2075) of the following reserves:

Replacement Reserve	Appendix B
Closure & Post Closure Reserve	Appendix C
Capital Reserve & Wetlands Mitigation	Appendix D
Liner Reserve	Appendix E

Whereas, upon completion of the financial assurance projections, the following transfers are recommended to adequately fund Materials Management reserves:

<u>AMOUNT</u>	<u>FROM</u>	<u>TO</u>
\$2,200,000	Unrestricted	Closure Reserve
\$6,340,696	Capital Reserve	Closure Reserve
\$1,000,000	Wetlands Mitigation	Liner Reserve
\$2,300,000	Unrestricted	Liner Reserve

Whereas, upon completion of the financial assurance projections, effective January 1, 2022, the following tip fee contributions to reserves are recommended to adequately fund Materials Management reserves:

<u>RESERVE</u>	<u>CURRENT CONTRIBUTION</u>	<u>RECOMMENDED CONTRIBUTION</u>	<u>INCREASE</u>
Closure	\$2.75	\$3.50	\$.75
Replacement	\$1.00	\$5.00	\$4.00
Liner	\$0.00	\$6.00	\$6.00

Whereas, upon review of required reserve contributions and projected operating expenditures, it is recommended that effective January 1, 2022, the tipping fee for Municipal Solid Waste, construction and demolition waste, and ash be increased from \$46 per ton (\$44 after discount) to \$52 per ton.

Now, upon the recommendation of Executive Management, be it therefore

RESOLVED, by the Development Authority of the North Country that:

1. The following reserve transfers to adequately fund Materials Management reserves are hereby approved:

<u>AMOUNT</u>	<u>FROM</u>	<u>TO</u>
\$2,200,000	Unrestricted	Closure Reserve
\$6,340,696	Capital Reserve	Closure Reserve
\$1,000,000	Wetlands Mitigation	Liner Reserve
\$2,300,000	Unrestricted	Liner Reserve

2. Effective January 1, 2022, the tipping fee for municipal solid waste, construction and demolition waste, and ash shall increase to \$52 per ton. The Authority shall not offer a discount for municipal solid waste, construction and demolition waste, and ash.
3. Effective January 1, 2022, Reserve requirements (included in the tipping fees) shall be, per ton:

Closure	\$3.50
Replacement	\$5.00
Liner	\$6.00



APPENDIX A

RESERVE	BALANCE 6/30/21	COMMITMENTS	AVAILABLE BALANCE
Replacement	\$5,310,013	\$938,001	\$4,372,012
Closure	\$8,335,371	\$1,038,748	\$7,296,623
Post Closure	\$7,380,222	\$0	\$7,380,222
Capital	\$8,747,941	\$2,407,245	\$6,340,696
Wetlands Mitigation	\$1,316,675	\$0	\$1,316,675
Liner Reserve	\$7,000,000	\$0	\$7,000,000
Tip Fee Stabilization	\$4,427,488	\$0	\$4,427,488
Landfill Gas	\$1,652,580	\$300,000	\$1,352,580



Authority Reserve Narrative

1. Materials Management:

a) Replacement Reserve

- Balance @ 6/30/2021: \$5,310,013
- Reserve monies for new or replacement fleet and building improvements.
- Additions to the Replacement reserve, currently \$1.00 per ton, are based on annual review of equipment and expected replacement thereof.
- Withdrawals from the Reserve are based upon budgeted capital expenditures.
- As of June 30, 2021, capital appropriations of \$938k from the Replacement Reserve remain outstanding for various large equipment acquisitions, building repairs/replacements, waste heat recovery study, and litter fence replacement.

b) Closure Reserve

- Balance @ 6/30/2021: \$8,335,371
- State and Federal laws and regulation require that the Authority place a final cover on its Materials Management Facility landfill site when it stops accepting waste. Therefore, the Authority established a Closure Reserve for such capital expenditures.
- Additions to the Closure Reserve, currently \$2.75 per ton, are based on a financial model which is updated annually.
- Withdrawals from the Reserve are based on budgeted capital expenditures.
- As of June 30, 2021, capital appropriations of \$1.04 million from the Closure Reserve remain outstanding for Closure IV.

c) Post Closure Reserve

- Balance @ 6/30/2021: \$7,380,222
- State and Federal laws and regulation require that the Authority perform certain maintenance and monitoring functions at the Materials Management Facility landfill site for 30 years after closure. The Authority has established a Closure Reserve for such post closure costs.
- No additions are currently made to the Post Closure Reserve as interest earnings are sufficient to fully fund post closure costs. A financial model of the reserve is completed annually.
- Withdrawals from the Reserve will commence upon closure of the landfill.

d) Capital Reserve

- Balance @ 6/30/2021: \$8,747,941
- The Capital Reserve was established in 2006, after review by the Authority's Fiscal Advisor and Bond Counsel, and was intended to offset the costs of developing the Southern Expansion, Phase II, of the Landfill.
- Additions to the Capital Reserve, currently \$0.00 per ton, are made annually at the Board of Directors discretion.
- Withdrawals from the Capital Reserve are based on budgeted capital expenditures.
- As of June 30, 2021, commitments of \$2.4 million remain outstanding from the Capital Reserve to fund the Southern Expansion (\$1.42 million), Regional Transfer Stations (\$259k), Main Pump Station Upgrades (\$490k) and County Capital (\$239k).



- e) Wetlands Mitigation Reserve
 - Balance @ 6/30/2021: \$1,316,675
 - The Wetlands Mitigation Reserve was established for the performance of obligations required under the Department of the Army provisional Permit No. 1989-9811.

- f) Liner Reserve
 - Balance @ 6/30/2021: \$ 7,000,000
 - Reserve monies to construct cell liner at MMF.
 - Additions to the Liner reserve, currently \$0.00 per ton, are based on an annual review of anticipated liner construction costs based on existing landfill capacity and estimated annual tonnages.
 - Withdrawals from the Reserve are based upon budgeted capital expenditures.

- g) Tip Fee Stabilization Reserve
 - Balance @ 6/30/2021: \$4,427,488
 - The Tip Fee Stabilization Reserve was established in FYE 2009. The intent of the reserve is to provide for Tip Fee Stabilization in a period of increasing operating expenses.
 - Additions to the Tip Fee Stabilization Reserve, currently \$0.00 per ton, are made annually at the Board of Directors discretion.

- h) Landfill Gas Reserve
 - Balance @ 6/30/2021: \$1,652,580
 - The Landfill Gas Reserve was established to create a funding source for future Landfill Gas System upgrades which may be required.
 - Additions to the Landfill Gas Reserve, currently \$0.00 per ton, are made annually at the Board of Directors discretion.
 - Withdrawals from the Reserve are based upon budgeted capital expenditures.
 - As of June 30, 2021, commitments of \$300k remain outstanding from the Landfill Gas Reserve for LFG Wellfield Expansion Project.

APPENDIX B

DEVELOPMENT AUTHORITY OF THE NORTH COUNTRY MATERIALS MANAGEMENT FACILITY REPLACEMENT RESERVE AS OF JUNE 30, 2021

ASSUMPTIONS:

0.72% INTEREST RATE/YEAR ON INVESTMENTS (Return on Current Holdings)
 2.00% INFLATION RATE PER YEAR (11 Year Average CPI Change is 1.57%)
 225,000 INCREASED TONNAGE/YEAR FY22-24
 \$ 5,310,013 REPLACEMENT RESERVE BALANCE; June 30, 2021
 \$ 1.00 TIP FEE CONTRIBUTION FY22
 \$ 5.00 ASSUMED TIP FEE CONTRIBUTION FY23-25

REPLACEMENT COSTS:

2022	\$	938,001
2023	\$	1,590,000
2024	\$	2,645,000
2025	\$	745,000
2026	\$	910,000

DATE		<u>REPLACEMENT RESERVE</u>
30-Jun-21	RESERVE BALANCE	\$ 5,310,013
	REPLACEMENT COSTS	\$ (938,001)
	TIP FEES	\$ 168,750
	INTEREST INCOME	\$ 31,934
31-Mar-22	PROJECTED BALANCE	\$ 4,572,696
	REPLACEMENT COSTS	\$ (1,590,000)
	TIP FEES	\$ 1,125,000
	INTEREST INCOME	\$ 25,525
31-Mar-23	PROJECTED BALANCE	\$ 4,133,222
	REPLACEMENT COSTS	\$ (2,645,000)
	TIP FEES	\$ 1,125,000
	INTEREST INCOME	\$ 14,765
31-Mar-24	PROJECTED BALANCE	\$ 2,627,987
	REPLACEMENT COSTS	\$ (745,000)
	TIP FEES	\$ 1,125,000
	INTEREST INCOME	\$ 17,608
31-Mar-25	PROJECTED BALANCE	\$ 3,025,594
	REPLACEMENT COSTS	\$ (910,000)
	TIP FEES	\$ 1,125,000
	INTEREST INCOME	\$ 19,282
31-Mar-25	PROJECTED BALANCE	<u>\$ 3,259,877</u>

APPENDIX C
DEVELOPMENT AUTHORITY OF THE NORTH COUNTRY
MATERIALS MANAGEMENT FACILITY
CLOSURE/POST-CLOSURE PROJECTIONS
AS OF JUNE 30, 2021

ASSUMPTIONS:

#1	1.61%	INTEREST RATE PER YEAR ON INVESTMENTS (Return on Current Holdings)
	2.00%	INFLATION RATE PER YEAR (11 Year Average CPI Change is 1.57%)
\$	294,000.00	CAPPING COSTS PER ACRE (1/19/2021 B&L Memo)
\$	2.75	CLOSING COST ALLOC. PER TON THROUGH 3/31/22
\$	3.50	CLOSING COST ALLOC. PER TON THROUGH 3/31/27
\$	3.50	CLOSING COST ALLOC. PER TON THROUGH 3/31/32
\$	3.50	CLOSING COST ALLOC. PER TON THROUGH 3/31/37
\$	2.92	CLOSING COST ALLOC. PER TON THROUGH 3/31/42
\$	2.92	CLOSING COST ALLOC. PER TON THROUGH 3/31/47
\$	2.92	CLOSING COST ALLOC. PER TON THROUGH 3/31/52
\$	2.92	CLOSING COST ALLOC. PER TON THROUGH 3/31/57
\$	2.92	CLOSING COST ALLOC. PER TON THROUGH 3/31/62
\$	2.92	CLOSING COST ALLOC. PER TON THROUGH 3/31/67
\$	2.92	CLOSING COST ALLOC. PER TON THROUGH 3/31/72
\$	2.92	CLOSING COST ALLOC. PER TON THROUGH 3/31/75
\$	-	POST CLOSURE COST ALLOC. PER TON THROUGH 3/31/75
\$19,912,742.14		POST CLOSURE BALANCE REQ. @ 3/31/2076

#2 CONSTRUCTION COSTS			
<u>DATE</u>	<u>CAP ACRES</u>	<u>COST PER ACRE</u>	<u>TOTAL COSTS</u>
FY 2026	15.00 Closure 5	\$ 318,235.06	\$ 4,773,525.83
FY 2028	15.66 Closure 6	\$ 331,091.75	\$ 5,184,896.82
FY 2031	8.00 Closure 7	\$ 351,357.22	\$ 2,810,857.72
FY 2037	10.00 Closure 8	\$ 395,685.29	\$ 3,956,852.91
FY 2043	10.00 Closure 9	\$ 445,605.91	\$ 4,456,059.05
FY 2047	10.00 Closure 10	\$ 482,338.16	\$ 4,823,381.62
FY 2051	10.00 Closure 11	\$ 522,098.34	\$ 5,220,983.39
FY 2056	10.00 Closure 12	\$ 576,438.75	\$ 5,764,387.53
FY 2063	10.00 Closure 13	\$ 662,146.93	\$ 6,621,469.34
FY 2071	10.00 Closure 14	\$ 775,810.67	\$ 7,758,106.67
FY 2076	9.90 Closure 15	\$ 856,557.66	\$ 8,479,920.88

APPENDIX C

DEVELOPMENT AUTHORITY OF THE NORTH COUNTRY MATERIALS MANAGEMENT FACILITY CLOSURE/POST-CLOSURE PROJECTIONS AS OF JUNE 30, 2021

<u>FYE</u>		<u>CLOSURE RESERVE</u>	<u>P.CLOSURE RESERVE</u>
	BALANCE 6/30/2021	\$ 8,335,371.00	\$ 7,380,222.00
	TIP FEES	\$ 464,062.50	\$ -
	CONSTRUCTION COSTS - BALANCE OF CLOSURE IV	\$ (1,038,748.00)	\$ -
	TRANSFER DEC FINANCIAL ASSURANCE (JULY)	\$ 2,200,000.00	\$ -
	TRANSFER FROM CAPITAL RESERVE	\$ 6,340,696.00	
	INTEREST INCOME	\$ 147,283.25	\$ 118,821.57
	2022 PROJECTED BALANCE	\$ 16,448,664.75	\$ 7,499,043.57
	TIP FEES	\$ 787,500.00	\$ -
	CONSTRUCTION COSTS	\$ -	\$ -
	INTEREST INCOME	\$ 271,162.88	\$ 120,734.60
	2023 PROJECTED BALANCE	\$ 17,507,327.63	\$ 7,619,778.18
	TIP FEES	\$ 787,500.00	\$ -
	CONSTRUCTION COSTS	\$ -	\$ -
	INTEREST INCOME	\$ 288,207.35	\$ 122,678.43
	2024 PROJECTED BALANCE	\$ 18,583,034.98	\$ 7,742,456.60
	TIP FEES	\$ 787,500.00	\$ -
	CONSTRUCTION COSTS	\$ -	\$ -
	INTEREST INCOME	\$ 305,526.24	\$ 124,653.55
	2025 PROJECTED BALANCE	\$ 19,676,061.22	\$ 7,867,110.16
	TIP FEES	\$ 787,500.00	\$ -
	CONSTRUCTION COSTS - Closure 5	\$ (4,773,525.83)	\$ -
	INTEREST INCOME	\$ 284,697.08	\$ 126,660.47
	2026 PROJECTED BALANCE	\$ 15,974,732.47	\$ 7,993,770.63
	TIP FEES	\$ 787,500.00	\$ -
	CONSTRUCTION COSTS	\$ -	\$ -
	INTEREST INCOME	\$ 263,532.57	\$ 128,699.71
	2027 PROJECTED BALANCE	\$ 17,025,765.04	\$ 8,122,470.34
	TIP FEES	\$ 787,500.00	\$ -
	CONSTRUCTION COSTS - Closure 6	\$ (5,184,896.82)	\$ -
	INTEREST INCOME	\$ 238,715.77	\$ 130,771.77
	2028 PROJECTED BALANCE	\$ 12,867,083.99	\$ 8,253,242.11
	TIP FEES	\$ 787,500.00	\$ -
	CONSTRUCTION COSTS	\$ -	\$ -
	INTEREST INCOME	\$ 213,499.43	\$ 132,877.20
	2029 PROJECTED BALANCE	\$ 13,868,083.42	\$ 8,386,119.31
	TIP FEES	\$ 787,500.00	\$ -
	CONSTRUCTION COSTS	\$ -	\$ -
	INTEREST INCOME	\$ 229,615.52	\$ 135,016.52
	2030 PROJECTED BALANCE	\$ 14,885,198.93	\$ 8,521,135.83
	TIP FEES	\$ 787,500.00	\$ -
	CONSTRUCTION COSTS - Closure 7	\$ (2,810,857.72)	\$ -
	INTEREST INCOME	\$ 223,363.67	\$ 137,190.29
	2031 PROJECTED BALANCE	\$ 13,085,204.89	\$ 8,658,326.11
	TIP FEES	\$ 787,500.00	\$ -
	CONSTRUCTION COSTS	\$ -	\$ -
	INTEREST INCOME	\$ 217,011.17	\$ 139,399.05
	2032 PROJECTED BALANCE	\$ 14,089,716.06	\$ 8,797,725.16
	TIP FEES	\$ 787,500.00	\$ -
	CONSTRUCTION COSTS	\$ -	\$ -
	INTEREST INCOME	\$ 233,183.80	\$ 141,643.38
	2033 PROJECTED BALANCE	\$ 15,110,399.86	\$ 8,939,368.54
	TIP FEES	\$ 787,500.00	\$ -

APPENDIX C

	\$	-	\$	-
CONSTRUCTION COSTS				
INTEREST INCOME	\$	249,616.81	\$	143,923.83
2034 PROJECTED BALANCE	\$	16,147,516.68	\$	9,083,292.37
TIP FEES	\$	787,500.00	\$	-
CONSTRUCTION COSTS	\$	-	\$	-
INTEREST INCOME	\$	266,314.39	\$	146,241.01
2035 PROJECTED BALANCE	\$	17,201,331.07	\$	9,229,533.38
TIP FEES	\$	787,500.00	\$	-
CONSTRUCTION COSTS	\$	-	\$	-
DEC GRANT REPAYMENT (RES #2017-10-101)	\$	(948,250.00)	\$	-
CAP REMOVAL OF OLD LANDFILL	\$	(446,800.00)	\$	-
INTEREST INCOME	\$	272,050.65	\$	148,595.49
2036 PROJECTED BALANCE	\$	16,865,831.72	\$	9,378,128.87
TIP FEES	\$	787,500.00	\$	-
CONSTRUCTION COSTS - Closure 8	\$	(3,956,852.91)	\$	-
INTEREST INCOME	\$	246,026.60	\$	150,987.87
2037 PROJECTED BALANCE	\$	13,942,505.41	\$	9,529,116.74
TIP FEES	\$	657,000.00	\$	-
CONSTRUCTION COSTS	\$	-	\$	-
INTEREST INCOME	\$	229,763.19	\$	153,418.78
2038 PROJECTED BALANCE	\$	14,829,268.59	\$	9,682,535.52
TIP FEES	\$	657,000.00	\$	-
CONSTRUCTION COSTS	\$	-	\$	-
INTEREST INCOME	\$	244,040.07	\$	155,888.82
2039 PROJECTED BALANCE	\$	15,730,308.67	\$	9,838,424.34
TIP FEES	\$	657,000.00	\$	-
CONSTRUCTION COSTS	\$	-	\$	-
INTEREST INCOME	\$	258,546.82	\$	158,398.63
2040 PROJECTED BALANCE	\$	16,645,855.49	\$	9,996,822.98
TIP FEES	\$	657,000.00	\$	-
CONSTRUCTION COSTS	\$	-	\$	-
INTEREST INCOME	\$	273,287.12	\$	160,948.85
2041 PROJECTED BALANCE	\$	17,576,142.61	\$	10,157,771.83
TIP FEES	\$	657,000.00	\$	-
CONSTRUCTION COSTS	\$	-	\$	-
INTEREST INCOME	\$	288,264.75	\$	163,540.13
2042 PROJECTED BALANCE	\$	18,521,407.36	\$	10,321,311.95
TIP FEES	\$	657,000.00	\$	-
CONSTRUCTION COSTS - Closure 9	\$	(4,456,059.05)	\$	-
INTEREST INCOME	\$	267,612.23	\$	166,173.12
2043 PROJECTED BALANCE	\$	14,989,960.54	\$	10,487,485.08
TIP FEES	\$	657,000.00	\$	-
CONSTRUCTION COSTS	\$	-	\$	-
INTEREST INCOME	\$	246,627.21	\$	168,848.51
2044 PROJECTED BALANCE	\$	15,893,587.75	\$	10,656,333.58
TIP FEES	\$	657,000.00	\$	-
CONSTRUCTION COSTS	\$	-	\$	-
INTEREST INCOME	\$	261,175.61	\$	171,566.97
2045 PROJECTED BALANCE	\$	16,811,763.37	\$	10,827,900.56
TIP FEES	\$	657,000.00	\$	-
CONSTRUCTION COSTS	\$	-	\$	-
INTEREST INCOME	\$	275,958.24	\$	174,329.20
2046 PROJECTED BALANCE	\$	17,744,721.61	\$	11,002,229.75
TIP FEES	\$	657,000.00	\$	-
CONSTRUCTION COSTS - Closure 10	\$	(4,823,381.62)	\$	-
INTEREST INCOME	\$	252,150.65	\$	177,135.90
2047 PROJECTED BALANCE	\$	13,830,490.63	\$	11,179,365.65
TIP FEES	\$	657,000.00	\$	-
CONSTRUCTION COSTS	\$	-	\$	-
INTEREST INCOME	\$	227,959.75	\$	179,987.79

APPENDIX C

2048	PROJECTED BALANCE	\$ 14,715,450.38	\$ 11,359,353.44
	TIP FEES	\$ 657,000.00	\$ -
	CONSTRUCTION COSTS	\$ -	\$ -
	INTEREST INCOME	<u>\$ 242,207.60</u>	<u>\$ 182,885.59</u>
2049	PROJECTED BALANCE	\$ 15,614,657.98	\$ 11,542,239.03
	TIP FEES	\$ 657,000.00	\$ -
	CONSTRUCTION COSTS	\$ -	\$ -
	INTEREST INCOME	<u>\$ 256,684.84</u>	<u>\$ 185,830.05</u>
2050	PROJECTED BALANCE	\$ 16,528,342.82	\$ 11,728,069.08
	TIP FEES	\$ 657,000.00	\$ -
	CONSTRUCTION COSTS - Closure 11	\$ (5,220,983.39)	\$ -
	INTEREST INCOME	<u>\$ 229,366.25</u>	<u>\$ 188,821.91</u>
2051	PROJECTED BALANCE	\$ 12,193,725.69	\$ 11,916,890.99
	TIP FEES	\$ 657,000.00	\$ -
	CONSTRUCTION COSTS	\$ -	\$ -
	INTEREST INCOME	<u>\$ 201,607.83</u>	<u>\$ 191,861.94</u>
2052	PROJECTED BALANCE	\$ 13,052,333.52	\$ 12,108,752.94
	TIP FEES	\$ 657,000.00	\$ -
	CONSTRUCTION COSTS	\$ -	\$ -
	INTEREST INCOME	<u>\$ 215,431.42</u>	<u>\$ 194,950.92</u>
2053	PROJECTED BALANCE	\$ 13,924,764.94	\$ 12,303,703.86
	TIP FEES	\$ 657,000.00	\$ -
	CONSTRUCTION COSTS	\$ -	\$ -
	INTEREST INCOME	<u>\$ 229,477.57</u>	<u>\$ 198,089.63</u>
2054	PROJECTED BALANCE	\$ 14,811,242.50	\$ 12,501,793.49
	TIP FEES	\$ 657,000.00	\$ -
	CONSTRUCTION COSTS	\$ -	\$ -
	INTEREST INCOME	<u>\$ 243,749.85</u>	<u>\$ 201,278.88</u>
2055	PROJECTED BALANCE	\$ 15,711,992.36	\$ 12,703,072.37
	TIP FEES	\$ 657,000.00	\$ -
	CONSTRUCTION COSTS - Closure 12	\$ (5,764,387.53)	\$ -
	INTEREST INCOME	<u>\$ 211,848.61</u>	<u>\$ 204,519.47</u>
2056	PROJECTED BALANCE	\$ 10,816,453.43	\$ 12,907,591.83
	TIP FEES	\$ 657,000.00	\$ -
	CONSTRUCTION COSTS	\$ -	\$ -
	INTEREST INCOME	<u>\$ 179,433.75</u>	<u>\$ 207,812.23</u>
2057	PROJECTED BALANCE	\$ 11,652,887.18	\$ 13,115,404.06
	TIP FEES	\$ 657,000.00	\$ -
	CONSTRUCTION COSTS	\$ -	\$ -
	INTEREST INCOME	<u>\$ 192,900.33</u>	<u>\$ 211,158.01</u>
2058	PROJECTED BALANCE	\$ 12,502,787.52	\$ 13,326,562.06
	TIP FEES	\$ 657,000.00	\$ -
	CONSTRUCTION COSTS	\$ -	\$ -
	INTEREST INCOME	<u>\$ 206,583.73</u>	<u>\$ 214,557.65</u>
2059	PROJECTED BALANCE	\$ 13,366,371.25	\$ 13,541,119.71
	TIP FEES	\$ 657,000.00	\$ -
	CONSTRUCTION COSTS	\$ -	\$ -
	INTEREST INCOME	<u>\$ 220,487.43</u>	<u>\$ 218,012.03</u>
2060	PROJECTED BALANCE	\$ 14,243,858.67	\$ 13,759,131.74
	TIP FEES	\$ 657,000.00	\$ -
	CONSTRUCTION COSTS	\$ -	\$ -
	INTEREST INCOME	<u>\$ 234,614.97</u>	<u>\$ 221,522.02</u>
2061	PROJECTED BALANCE	\$ 15,135,473.65	\$ 13,980,653.76
	TIP FEES	\$ 657,000.00	\$ -
	CONSTRUCTION COSTS	\$ -	\$ -
	INTEREST INCOME	<u>\$ 248,969.98</u>	<u>\$ 225,088.53</u>
2062	PROJECTED BALANCE	\$ 16,041,443.62	\$ 14,205,742.29
	TIP FEES	\$ 657,000.00	\$ -
	CONSTRUCTION COSTS - Closure 13	\$ (6,621,469.34)	\$ -
	INTEREST INCOME	<u>\$ 210,253.26</u>	<u>\$ 228,712.45</u>

APPENDIX C

2063	PROJECTED BALANCE	\$	10,287,227.54	\$	14,434,454.74
	TIP FEES	\$	657,000.00	\$	-
	CONSTRUCTION COSTS	\$	-	\$	-
	INTEREST INCOME	\$	<u>170,913.21</u>	\$	<u>232,394.72</u>
2064	PROJECTED BALANCE	\$	11,115,140.76	\$	14,666,849.46
	TIP FEES	\$	657,000.00	\$	-
	CONSTRUCTION COSTS	\$	-	\$	-
	INTEREST INCOME	\$	<u>184,242.62</u>	\$	<u>236,136.28</u>
2065	PROJECTED BALANCE	\$	11,956,383.37	\$	14,902,985.74
	TIP FEES	\$	657,000.00	\$	-
	CONSTRUCTION COSTS	\$	-	\$	-
	INTEREST INCOME	\$	<u>197,786.62</u>	\$	<u>239,938.07</u>
2066	PROJECTED BALANCE	\$	12,811,170.00	\$	15,142,923.81
	TIP FEES	\$	657,000.00	\$	-
	CONSTRUCTION COSTS	\$	-	\$	-
	INTEREST INCOME	\$	<u>211,548.69</u>	\$	<u>243,801.07</u>
2067	PROJECTED BALANCE	\$	13,679,718.68	\$	15,386,724.88
	TIP FEES	\$	657,000.00	\$	-
	CONSTRUCTION COSTS	\$	-	\$	-
	INTEREST INCOME	\$	<u>225,532.32</u>	\$	<u>247,726.27</u>
2068	PROJECTED BALANCE	\$	14,562,251.00	\$	15,634,451.15
	TIP FEES	\$	657,000.00	\$	-
	CONSTRUCTION COSTS	\$	-	\$	-
	INTEREST INCOME	\$	<u>239,741.09</u>	\$	<u>251,714.66</u>
2069	PROJECTED BALANCE	\$	15,458,992.09	\$	15,886,165.81
	TIP FEES	\$	657,000.00	\$	-
	CONSTRUCTION COSTS	\$	-	\$	-
	INTEREST INCOME	\$	<u>254,178.62</u>	\$	<u>255,767.27</u>
2070	PROJECTED BALANCE	\$	16,370,170.72	\$	16,141,933.08
	TIP FEES	\$	657,000.00	\$	-
	CONSTRUCTION COSTS - Closure 14	\$	(7,758,106.67)	\$	-
	INTEREST INCOME	\$	<u>206,395.84</u>	\$	<u>259,885.12</u>
2071	PROJECTED BALANCE	\$	9,475,459.88	\$	16,401,818.21
	TIP FEES	\$	657,000.00	\$	-
	CONSTRUCTION COSTS	\$	-	\$	-
	INTEREST INCOME	\$	<u>157,843.75</u>	\$	<u>264,069.27</u>
2072	PROJECTED BALANCE	\$	10,290,303.64	\$	16,665,887.48
	TIP FEES	\$	657,000.00	\$	-
	CONSTRUCTION COSTS	\$	-	\$	-
	INTEREST INCOME	\$	<u>170,962.74</u>	\$	<u>268,320.79</u>
2073	PROJECTED BALANCE	\$	11,118,266.38	\$	16,934,208.27
	TIP FEES	\$	657,000.00	\$	-
	CONSTRUCTION COSTS	\$	-	\$	-
	INTEREST INCOME	\$	<u>184,292.94</u>	\$	<u>272,640.75</u>
2074	PROJECTED BALANCE	\$	11,959,559.32	\$	17,206,849.02
	TIP FEES	\$	657,000.00	\$	-
	CONSTRUCTION COSTS	\$	-	\$	-
	INTEREST INCOME	\$	<u>197,837.75</u>	\$	<u>277,030.27</u>
2075	PROJECTED BALANCE	\$	12,814,397.07	\$	17,483,879.29
	TIP FEES	\$	-	\$	-
	CONSTRUCTION COSTS - Closure 15	\$	(8,479,920.88)	\$	-
	INTEREST INCOME	\$	<u>138,048.43</u>	\$	<u>281,490.46</u>
2076	PROJECTED BALANCE	\$	4,472,524.62	\$	16,141,933.08
	Transfer Balance from Closure to Post Closure	\$	(4,472,524.62)	\$	4,472,524.62
	Balance after Transfer	\$	<u>0.00</u>	\$	<u>20,614,457.70</u>
	REQUIRED POST CLOSURE RESERVE BALANCE			\$	<u>(19,912,742.14)</u>
	POST CLOSURE SURPLUS			\$	<u>701,715.56</u>

APPENDIX D

DEVELOPMENT AUTHORITY OF THE NORTH COUNTRY
MATERIALS MANAGEMENT FACILITY
CAPITAL RESERVE/WETLANDS MITIGATION RESERVE
AS OF JUNE 30, 2021

ASSUMPTIONS:

1.56% INTEREST RATE/YEAR ON INVESTMENTS (Return on Current Holdings)
2.00% INFLATION RATE PER YEAR (11 Year Average CPI Change is 1.57%)
225,000 INCREASED TONNAGE/YEAR

\$	8,747,941	CAPITAL RESERVE BALANCE; June 30, 2021
\$	-	ASSUMED TIP FEE CONTRIBUTION - CAPITAL RESERVE
\$	1,316,675	WETLANDS MITIGATION RESERVE BALANCE; June 30, 2021
\$	-	ASSUMED TIP FEE CONTRIBUTION - WETLANDS MITIGATION RESERVE

CAPITAL COSTS:

	CAPITAL	WETLANDS MITIGATION
2022	\$ -	\$ -
2023	\$ -	\$ -
2024	\$ -	\$ -
2025	\$ -	\$ -

DATE		CAPITAL RESERVE	WETLANDS MITIGATION RESERVE
30-Jun-21	RESERVE BALANCE	\$ 8,747,941	\$ 1,316,675
	CAPITAL PROJECTS AUTHORIZED	\$ (2,168,431)	\$ -
	TIP FEES	\$ -	\$ -
	COUNTY CAPITAL	\$ (238,814)	\$ -
	TRANSFER TO CLOSURE RESERVE	\$ (6,340,696)	\$ -
	TRANSFER TO LINER RESERVE	\$ -	\$ (1,000,000)
	INTEREST INCOME	\$ -	\$ 3,705
31-Mar-22	PROJECTED BALANCE	\$ -	\$ 320,380
	CAPITAL PROJECTS	\$ -	\$ -
	TIP FEES	\$ -	\$ -
	INTEREST INCOME	\$ -	\$ 4,998
31-Mar-23	PROJECTED BALANCE	\$ -	\$ 325,378
	CAPITAL PROJECTS	\$ -	\$ -
	TIP FEES	\$ -	\$ -
	INTEREST INCOME	\$ -	\$ 5,076
31-Mar-24	PROJECTED BALANCE	\$ -	\$ 330,454
	CAPITAL PROJECTS	\$ -	\$ -
	TIP FEES	\$ -	\$ -
	INTEREST INCOME	\$ -	\$ 5,155
31-Mar-25	PROJECTED BALANCE	\$ -	\$ 335,609

APPENDIX E

DEVELOPMENT AUTHORITY OF THE NORTH COUNTRY SOLID WASTE MANAGEMENT FACILITY LINER EXTENSION PROJECTIONS AS OF JUNE 30, 2021

ASSUMPTIONS:

	2.00% INTEREST RATE/YEAR ON INVESTMENTS	
	1.57% INFLATION RATE PER YEAR (11 Year Average CPI Change 1.57%)	
\$	1,120,460	CELL CONSTRUCTION COSTS/ACRE
		225,000 TONNAGE/YEAR
\$	7,000,000	LINER EXTENSION RESERVE BALANCE; June 30, 2021
\$	6.00	ASSUMED TIP FEE CONTRIBUTION FY 2023 -FY 2029
\$	10.00	ASSUMED TIP FEE CONTRIBUTION FY 2030 -FY 2039
\$	13.00	ASSUMED TIP FEE CONTRIBUTION FY 2040 -FY 2049
\$	7.50	ASSUMED TIP FEE CONTRIBUTION FY 2050 -FY 2059
\$	5.00	ASSUMED TIP FEE CONTRIBUTION FY 2060 -FY 20xx

CONSTRUCTION SCHEDULE

DATE FY	CELL #	ACRES	EST. CONSTRUCTION COSTS
2025	Cell 14	7.17	\$ 8,418,057
2029	Cell 15	9.59	\$ 11,983,209
2035	Cell 16	8.24	\$ 11,305,101
2040	Cell 17	7.57	\$ 11,227,172
2044	Cell 18	10.03	\$ 15,832,053
2052	Cell 19	11.91	\$ 21,294,708
2064	Cell 20	9.16	\$ 19,744,259

DATE		LINER EXTENSION RESERVE
30-Jun-21	RESERVE BALANCE	\$ 7,000,000
	TRANSFER FROM WETLANDS RESERVE	\$ 1,000,000
	TRANSFER TO LINER FROM ADMIN (DUE TO/FROM ADMIN)	\$ 2,300,000
	INTEREST INCOME	\$ 177,250
31-Mar-22	PROJECTED BALANCE	\$ 10,477,250
	CAPITAL COSTS	\$ -
	TIP FEES	\$ 1,350,000
	INTEREST INCOME	\$ 223,045
31-Mar-23	PROJECTED BALANCE	\$ 12,050,295
	CAPITAL COSTS	\$ -
	TIP FEES	\$ 1,350,000
	INTEREST INCOME	\$ 254,506
31-Mar-24	PROJECTED BALANCE	\$ 13,654,801
	CAPITAL COSTS - CELL 14	\$ (8,418,057)
	TIP FEES	\$ 1,350,000
	INTEREST INCOME	\$ 118,235
31-Mar-25	PROJECTED BALANCE	\$ 6,704,979
	CONST COST	\$ -
	TIP FEES	\$ 1,350,000
	INTEREST INCOME	\$ 147,600

APPENDIX E

31-Mar-26	PROJECTED BALANCE	\$	8,202,578
	CONST COST	\$	-
	TIP FEES	\$	1,350,000
	INTEREST INCOME	\$	<u>177,552</u>
31-Mar-27	PROJECTED BALANCE	\$	9,730,130
	CONST COST	\$	-
	TIP FEES	\$	1,350,000
	INTEREST INCOME	\$	<u>208,103</u>
31-Mar-28	PROJECTED BALANCE	\$	11,288,232
	CONST COST - CELL 15	\$	(11,983,209)
	TIP FEES	\$	1,350,000
	INTEREST INCOME	\$	<u>(400)</u>
31-Mar-29	PROJECTED BALANCE	\$	654,624
	CONST COST	\$	-
	TIP FEES	\$	2,250,000
	INTEREST INCOME	\$	<u>35,592</u>
31-Mar-30	PROJECTED BALANCE	\$	2,940,216
	CONST COST	\$	-
	TIP FEES	\$	2,250,000
	INTEREST INCOME	\$	<u>81,304</u>
31-Mar-31	PROJECTED BALANCE	\$	5,271,521
	CONST COST	\$	-
	TIP FEES	\$	2,250,000
	INTEREST INCOME	\$	<u>127,930</u>
31-Mar-32	PROJECTED BALANCE	\$	7,649,451
	CONST COST	\$	-
	TIP FEES	\$	2,250,000
	INTEREST INCOME	\$	<u>175,489</u>
31-Mar-33	PROJECTED BALANCE	\$	10,074,940
	CONST COST	\$	-
	TIP FEES	\$	2,250,000
	INTEREST INCOME	\$	<u>223,999</u>
31-Mar-34	PROJECTED BALANCE	\$	12,548,939
	CONST COST - CELL 16	\$	(11,305,101)
	TIP FEES	\$	2,250,000
	INTEREST INCOME	\$	<u>47,377</u>
31-Mar-35	PROJECTED BALANCE	\$	3,541,215
	CONST COST	\$	-
	TIP FEES	\$	2,250,000
	INTEREST INCOME	\$	<u>93,324</u>
31-Mar-36	PROJECTED BALANCE	\$	5,884,539
	CONST COST	\$	-
	TIP FEES	\$	2,250,000
	INTEREST INCOME	\$	<u>140,191</u>
31-Mar-37	PROJECTED BALANCE	\$	8,274,730
	CONST COST	\$	-
	TIP FEES	\$	2,250,000
	INTEREST INCOME	\$	<u>187,995</u>
31-Mar-38	PROJECTED BALANCE	\$	10,712,724
	CONST COST	\$	-
	TIP FEES	\$	2,250,000
	INTEREST INCOME	\$	<u>236,754</u>

APPENDIX E

31-Mar-39	PROJECTED BALANCE	\$	13,199,479
	CONST COST - CELL 17	\$	(11,227,172)
	TIP FEES	\$	2,925,000
	INTEREST INCOME	\$	<u>68,696</u>
31-Mar-40	PROJECTED BALANCE	\$	4,966,003
	CONST COST	\$	-
	TIP FEES	\$	2,925,000
	INTEREST INCOME	\$	<u>128,570</u>
31-Mar-41	PROJECTED BALANCE	\$	8,019,573
	CONST COST	\$	-
	TIP FEES	\$	2,925,000
	INTEREST INCOME	\$	<u>189,641</u>
31-Mar-42	PROJECTED BALANCE	\$	11,134,214
	CONST COST	\$	-
	TIP FEES	\$	2,925,000
	INTEREST INCOME	\$	<u>251,934</u>
31-Mar-43	PROJECTED BALANCE	\$	14,311,149
	CONST COST - CELL 18	\$	(15,832,053)
	TIP FEES	\$	2,925,000
	INTEREST INCOME	\$	<u>(1,168)</u>
31-Mar-44	PROJECTED BALANCE	\$	1,402,927
	CONST COST	\$	-
	TIP FEES	\$	2,925,000
	INTEREST INCOME	\$	<u>57,309</u>
31-Mar-45	PROJECTED BALANCE	\$	4,385,236
	CONST COST	\$	-
	TIP FEES	\$	2,925,000
	INTEREST INCOME	\$	<u>116,955</u>
31-Mar-46	PROJECTED BALANCE	\$	7,427,190
	CONST COST	\$	-
	TIP FEES	\$	2,925,000
	INTEREST INCOME	\$	<u>177,794</u>
31-Mar-47	PROJECTED BALANCE	\$	10,529,984
	CONST COST	\$	-
	TIP FEES	\$	2,925,000
	INTEREST INCOME	\$	<u>239,850</u>
31-Mar-48	PROJECTED BALANCE	\$	13,694,834
	CONST COST	\$	-
	TIP FEES	\$	2,925,000
	INTEREST INCOME	\$	<u>303,147</u>
31-Mar-49	PROJECTED BALANCE	\$	16,922,981
	CONST COST	\$	-
	TIP FEES	\$	1,687,500
	INTEREST INCOME	\$	<u>355,335</u>
31-Mar-50	PROJECTED BALANCE	\$	18,965,815
	CONST COST	\$	-
	TIP FEES	\$	1,687,500
	INTEREST INCOME	\$	<u>396,191</u>
31-Mar-51	PROJECTED BALANCE	\$	21,049,506
	CONST COST - CELL 19	\$	(21,294,708)
	TIP FEES	\$	1,687,500
	INTEREST INCOME	\$	<u>11,971</u>

APPENDIX E

31-Mar-52	PROJECTED BALANCE	\$	1,454,269
	CONST COST	\$	-
	TIP FEES	\$	1,687,500
	INTEREST INCOME	\$	45,960
31-Mar-53	PROJECTED BALANCE	\$	3,187,730
	CONST COST	\$	-
	TIP FEES	\$	1,687,500
	INTEREST INCOME	\$	80,630
31-Mar-54	PROJECTED BALANCE	\$	4,955,859
	CONST COST	\$	-
	TIP FEES	\$	1,687,500
	INTEREST INCOME	\$	115,992
31-Mar-55	PROJECTED BALANCE	\$	6,759,351
	CONST COST	\$	-
	TIP FEES	\$	1,687,500
	INTEREST INCOME	\$	152,062
31-Mar-56	PROJECTED BALANCE	\$	8,598,913
	CONST COST	\$	-
	TIP FEES	\$	1,687,500
	INTEREST INCOME	\$	188,853
31-Mar-57	PROJECTED BALANCE	\$	10,475,267
	CONST COST	\$	-
	TIP FEES	\$	1,687,500
	INTEREST INCOME	\$	226,380
31-Mar-58	PROJECTED BALANCE	\$	12,389,147
	CONST COST	\$	-
	TIP FEES	\$	1,687,500
	INTEREST INCOME	\$	264,658
31-Mar-59	PROJECTED BALANCE	\$	14,341,305
	CONST COST	\$	-
	TIP FEES	\$	1,125,000
	INTEREST INCOME	\$	298,076
31-Mar-60	PROJECTED BALANCE	\$	15,764,381
	CONST COST	\$	-
	TIP FEES	\$	1,125,000
	INTEREST INCOME	\$	326,538
31-Mar-61	PROJECTED BALANCE	\$	17,215,919
	CONST COST	\$	-
	TIP FEES	\$	1,125,000
	INTEREST INCOME	\$	355,568
31-Mar-62	PROJECTED BALANCE	\$	18,696,487
	CONST COST	\$	-
	TIP FEES	\$	1,125,000
	INTEREST INCOME	\$	385,180
31-Mar-63	PROJECTED BALANCE	\$	20,206,667
	CONST COST - CELL 20	\$	(19,744,259)
	TIP FEES	\$	-
	INTEREST INCOME	\$	9,248
31-Mar-64	PROJECTED BALANCE	\$	471,656



Board Resolution No. 2021-08-107
August 26, 2021

AMENDMENT
FISCAL YEAR 2021-2022 CAPITAL PROJECT
MAIN FLARE SITING AND SIZING
MATERIALS MANAGEMENT DIVISION

Whereas, the Development Authority of the North Country adopted a capital project budget and schedule for the Materials Management Division for fiscal year 2021-2022 pursuant to **Resolution No. 2021-02-41**, and

Whereas, the approved budget contained certain capital projects set forth on the capital projects' schedule attached as Appendix B, and

Whereas, the Main Flare Siting and Sizing project included a budget of \$7,500 for preliminary engineering in fiscal year 2021-2022 and a budget of \$350,000 for design, bidding and construction in fiscal year 2022-2023, and

Whereas, upon further review of the planned sequencing for waste placement in the new landfill cells constructed as part of the Southern Expansion and a condition assessment of the existing equipment, the Authority and its engineers have determined that the most efficient way to proceed with this capital project is to make minor repairs to the equipment in the coming fiscal year and complete the Main Flare Siting and Sizing capital project in conjunction with the installation of landfill gas collection infrastructure, and

Whereas, given projected waste volumes and remaining air space in the existing landfill, it is anticipated that landfill gas infrastructure will not be needed until fiscal year 2024-2025 or beyond, and

Whereas, the Material Management Fiscal Year 2021-2022 capital project schedule, Appendix B, has been updated to reflect this change and is attached hereto.

Now, therefore be it

RESOLVED, that the Fiscal Year 2021-2022 Materials Management capital project plan, as set forth in Appendix B, is hereby approved, with the stated cost thereof to be charged against the indicated reserves, and the Executive Director is hereby authorized and directed to undertake and pay for such projects, including contracting therefore on such terms and conditions as he shall determine.

**APPENDIX B
MATERIALS MANAGEMENT FACILITY CAPITAL PROJECTS**

Project Number	Project Description	Fund	Budget FYE 2022	Budget FYE 2023	Budget FYE 2024	Budget FYE 2025	Budget FYE 2026
20187	O&M Building Door Replacement	R	\$ 40,000				
20188	O&M Building Roof Assessment & Replacement	R	\$ 180,000				
20189	Main Flare Siting and Sizing	R	\$ 7,500	\$ 350,000		\$ 7,500	\$ 350,000
20190	LFG Wellfield Expansion Project	LGR	\$ 300,000			\$ 200,000	
20191	Equipment: Sewer Jet/Vacuum Truck	R	\$ 460,000				
20192	Waste Heat Recovery Report/Study	R	\$ 30,000				
	RTS Material Recovery Facility or Move	TBD					
	Equipment: Waste Dozer	R		\$ 550,000	\$ 600,000		
	O&M Building Parking Lot Paving	R		\$ 200,000			
	Equipment: Hydraulic Excavator	R		\$ 400,000		\$ 475,000	
	Equipment: Leachate Tank Trailer	R		\$ 90,000	\$ 95,000	\$ 100,000	\$ 105,000
	Equipment: Articulated Hauler	R			\$ 550,000		\$ 625,000
	Closure V Phase 1 & 2	C			\$ 500,000	\$ 5,000,000	
	Design and Construction for Cell 14	LR			\$ 500,000	\$ 7,500,000	
	Equipment: Landfill Compactor	R			\$ 650,000		
	On-site Leachate Treatment - Planning & Development	R			\$ 750,000		
	Equipment: Leachate Truck Tractor	R				\$ 170,000	\$ 180,000
	Closure VI (Phase 1: Design & Bidding, Phase 2: Construction)	C					\$ 600,000
TOTAL MMF			\$ 1,010,000	\$ 1,240,000	\$ 3,645,000	\$ 13,452,500	\$ 1,860,000



Board Resolution No. 2021-08-108
August 26, 2021

AMENDMENT
FISCAL YEAR 2021-2022 OPERATING BUDGET
MATERIALS MANAGEMENT DIVISION

Whereas, the Development Authority of the North Country adopted an Operating Budget for the Materials Management Division for FY 2022 pursuant to **Resolution No. 2021-02-41**, and

Whereas, the Materials Management Division made various operational changes that reduced revenue by \$511,500 and expenditures by \$657,080 resulting in a saving of \$145,580, and

Whereas, general ledger account 4050 “RTS Revenue” decreased from \$476,000 to \$104,500 as the Authority is not paying the cost to dispose of single stream recyclables at a MRF as the counties pay such costs directly. Further, the Authority commenced charging St. Lawrence County a hauling fee of \$22 per ton, and

Whereas, general ledger account 4060 “Recycling Revenue – Tires” and general ledger account 6021 “Regional Tire Recycling Expense” were both decreased from \$140,000 to \$0 as the counties are paying for the cost of recycling tires directly reducing administrative overhead, and

Whereas, general ledger account 6329 “RTS Disposal Costs” decreased from \$476,000 to \$0 as the Authority is not paying the cost to dispose of single stream recyclables at a MRF as the counties pay such costs directly, and

Whereas, general ledger account 6330 “RTS Contract Hauling” decreased from \$133,000 to \$91,920 as the Authority is not reimbursing Lewis County for hauling single stream recyclables.

Now, upon the recommendation of Executive Management, be it therefore

RESOLVED, that the Development Authority of the North Country hereby authorizes the following amendments to the FYE 2022 Materials Management Budget as follows:

Account #	Account Description	FYE 22 Approved Budget	FYE 22 Amended Budget	Net Change
4050	RTS Revenue	\$476,000	\$104,500	(\$371,500)
4060	Recycling Revenue - Tires	\$140,000	\$0	(\$140,000)
6329	RTS Disposal Costs	\$476,000	\$0	(\$476,000)
6330	RTS Contract Hauling	\$133,000	\$91,920	(\$41,080)
6021	Regional Tire Recycling	\$140,000	\$0	(\$140,000)



Board Resolution No. 2021-08-109
August 26, 2021

**AUTHORIZING THE SALE OF CARBON CREDITS
MATERIAL MANAGEMENT FACILITY**

Whereas, the Development Authority of the North Country has recently completed the landfill extension capital project located at the Materials Management Facility in Rodman, NY, and

Whereas, the Development Authority of the North Country may be eligible to sell carbon credit offsets associated with the collection of landfill gas coming from the newly completed landfill extension, and

Whereas, the Authority will require the professional services of Environmental Attribute Advisors (EAA), an environmental advisor, to assist in registering through the Climate Action Reserve (CAR) for project approval and listing of carbon credit offsets, as well as advisement in the collection, monitoring and selling processes if approved. EAA's principal, Denise Farrell was actively involved in selling carbon credits on behalf of the Authority from 2009 to 2011 which resulted in \$2,394,144 in revenue, and

Whereas, the initial fee to EAA to submit the Project Listing Agreement and related documents is \$2,000. EAA will be compensated for carbon offset development and placement services at a rate of 10% of each carbon offset sale completed, and

Whereas, the Climate Action Reserve charges \$500 for account set up and \$500 for project submittal, and

Whereas, the Development Authority of the North Country may also be required to pay for engineering services, an independent verifier, and fiscal and legal advisors in order to sell and finalize the carbon credit offsets.

Now, therefore be it

RESOLVED, that the Executive Director is hereby authorized to act on behalf of the Authority to engage in necessary professional services and pay required fees in order to register and sell carbon credit offsets associated with the landfill extension, and be it further

RESOLVED, that the Chief Financial Officer will report the detail of such sales annually to the Authority Board of Directors once sales commence.



Board Resolution No. 2021-08-110
August 26, 2021

**AUTHORIZING ACCEPTANCE OF FEASIBILITY STUDY
MATERIALS RECOVERY FACILITY**

Whereas, pursuant to **Resolutions Nos. 2019-03-26 and 2019-02-05**, the Board of Directors of the Development Authority of the North Country authorized the Materials Management Capital budget of \$1,650,000 to be utilized for the purchase of property and establishment of a Recycling Transfer Station (RTS) to help reduce the costs of processing and transporting recyclables for Authority partners, and

Whereas, pursuant to **Resolutions No. 2021-03-57**, the Board of Directors of the Development Authority of the North Country authorized the Executive Director to utilize \$50,000 of the RTS Capital Budget to complete a Feasibility Study and Preliminary Engineering Report for a Materials Recovery Facility(MRF), and

Whereas, the Development Authority of the North Country conducted a competitive search for the selection of a consulting firm to complete a feasibility study and preliminary engineering report in accordance with the Authority's Procurement Policies, and

Whereas, a staff comprised Evaluation Committee reviewed the three proposals received in response to the Request for Proposal, and determined that SCS Engineers' proposal was most aligned with the goals of the project and the scoring criteria defined in the Request for Proposal, and

Whereas, the Authority executed an Agreement with SCS Engineers for a total cost of \$48,800 to include \$23,400 for the MRF Feasibility Study and \$25,400 for the preliminary engineering report. Per the Agreement, upon completion of the MRF Feasibility Study, the Authority may elect to continue to preliminary engineering if the MRF concept is deemed feasible by the Authority, and

Whereas, upon completion of the Feasibility Study, SCS Engineers concluded that the recyclable volumes in Jefferson, Lewis and St. Lawrence Counties are not sufficient to support the siting and operation of a MRF, and

Whereas, Executive Management have reviewed such study and agree that the current recycling volumes and economic climate are not conducive to the siting and operation of a MRF to serve Jefferson, Lewis and St. Lawrence Counties, and recommend that the Authority not complete the preliminary engineering report, and

Whereas, the Governance Committee has reviewed the MRF Feasibility Study and concur with Executive Management's recommendation.

Now, upon the recommendation of the Governance Committee, therefore be it

RESOLVED, that the Development Authority of the North Country does hereby authorize the Executive Director to accept the MRF Feasibility Study as prepared by SCS Engineers and elect not to proceed with the MRF Preliminary Engineering Report.



Board Resolution No. 2021-08-111
August 26, 2021

AMENDMENT 1
SEWER SERVICE AGREEMENT
ROUTE 3 SEWER BOARD OF COMMISSIONERS

Whereas, the Rt. 3 Sewer Board of Commissioners desires to amend its Sewer Service Agreement dated August 13, 2012 with the Development Authority of the North Country, and

Whereas, the Rt. 3 Sewer Board of Commissioners desires to decrease its sewer allocation from an average of 295,000 gallons per day to 225,000 gallons per day, and

Whereas, Amendment 1 to the Sewer Service Agreement has been approved by the Rt. 3 Sewer Board of Commissioners.

Now, therefore be it

RESOLVED, the Development Authority of the North Country does hereby authorize and direct the Executive Director to enter into Amendment #1 (attached) to the Sewer Service Agreement with the Route 3 Sewer Board of Commissioners.

ROUTE 3 SEWER CORRIDOR
SEWER SERVICE AGREEMENT AMENDMENT NO. 1

This sets forth the amendment made as of _____, 2021 to: the Sewer Service agreement dated August 13, 2012; and both by and between the Development Authority of the North Country (“Authority”) and the Route 3 Sewer Board of Commissioners, acting for and on behalf of the Towns of Champion, LeRay, Pamelaia, Rutland and the Village of Black River

AGREEMENT

1. Section 101 of the 2012 agreement is hereby amended by the following statements:
 - a) The Board’s total allocated flow will be set as the combined flow from all the Route 3 districts that are discharging sewage into the Authority’s system. The Authority agrees to provide the Board of Commissioners with an average daily capacity of **225,000 gallons per day** for the Route 3 Sewer System.

ALL OF THE ABOVE is established by the signatures of the authority representatives of the parties.

DEVELOPMENT AUTHORITY OF THE NORTH COUNTRY

By: _____
Carl E. Farone, Jr., Executive Director

Route 3 Board of Commissioners

By: _____
Scott Allen, Chairperson

ACKNOWLEDGEMENTS

STATE OF NEW YORK)
COUNTY OF JEFFERSON) s.s.:

On the ____ day of _____ in the year 2021, before me, the undersigned, a Notary Public in and for said state, personally appeared Carl E. Farone, Jr. personally known to me or proved to me on the basis of satisfactory evidence to be the individual whose name is subscribed to the within instrument and acknowledged to me that he executed the same in his capacity , and that by his/her signature on the instrument, the individual or the person upon behalf of which the individual acted, executed the instrument with full authorization to do so.

Notary Public

STATE OF NEW YORK)
COUNTY OF _____) s.s.:

On the ____ day of _____ in the year 2021, before me, the undersigned, a Notary Public in and for said state, personally appeared Scott Allen, personally known to me or proved to me on the basis of satisfactory evidence to be the individual whose name is subscribed to the within instrument and acknowledged to me that he executed the same in his capacity , and that by his/her signature on the instrument, the individual or the person upon behalf of which the individual acted, executed the instrument with full authorization to do so.

Notary Public



Board Resolution No. 2021-08-112
August 26, 2021

ECONOMIC DEVELOPMENT FUND
JEFFERSON COUNTY HISTORICAL SOCIETY
LOAN MODIFICATION

Whereas, **Resolution No. 2019-03-42** approved a loan to the Jefferson County Historical Society in the amount of up to \$125,000 from the Economic Development Fund, and

Whereas, the Authority's loan was matched with similar funding from the Watertown Local Development Corporation, and

Whereas, the funds were provided to bridge grant funds to complete predevelopment work associated with improvements at the facility, and

Whereas, the Historical Society requests to extend the loan for an additional six months while it completes additional predevelopment work, and

Whereas, the Watertown Local Development Corporation has agreed to this extension.

Now, therefore be it

RESOLVED, the Development Authority of the North Country does hereby approve the loan modification for Jefferson County Historical Society for an additional six months beginning July 1, 2021 and ending January 1, 2022 and authorizes the Director of Regional Development to execute all necessary documentation.