



ONEIDA COUNTY SPORTS FACILITY AUTHORITY



800 Park Avenue ♦ Utica, New York 13501
(315) 798-5700

MINUTES OF THE MEETING OF THE ONEIDA COUNTY SPORTS FACILITY AUTHORITY

March 14, 2025, at 12:00 p.m.

1. **Call to order:** 12:11 a.m.
2. **Roll Call:** Greg Gaeta (Present), Joanne Gerace (Absent), David Guido (Present), Frank DuRoss (Present), Brian Noonan (Present at 12:22 p.m., Excused at 12:39 p.m.), Tom Keeler (Absent), Joe Johnson (Present).
3. **Others Present:** Andrew Dean, Esq., Deputy County Attorney-Administration.
4. **Previous Minutes:** Motion by Joe Johnson to approve the minutes of 12/13/24. Seconded by Frank DuRoss. Yes: 4 No: 0, the minutes are approved.
5. **Old Business:** Discussion concerning marketing website the Authority, debit card policy.
6. **New Business:**
 - a. Motion by Frank DuRoss to authorize Chairman to open debit card for purchases less than \$1,000.00, seconded by Joe Johnson. Yes: 4, No: 0, the motion is adopted.
 - b. Review of PARIS filing. Motion by Joe Johnson to accept and approve of the PARIS filing with the Authorities Budget Office. Seconded by Brian Noonan. Yes: 4, No: 0, the motion is adopted.
 - c. Review of independent audit report of Patrick M. Tyksinski, CPA, PC. Motion to approve the same by Frank DuRoss, seconded by Dave Guido. Yes: 5, No: 0, the motion is adopted.
 - d. Motion to authorize the Chairman to purchase waste bins, in conjunction with the Oneida Herkimer Solid Waste Authority, in a cumulative amount not to exceed \$5,000, by Frank DuRoss, seconded by Dave Guido. Yes: 5, No: 0, the motion is adopted.
 - e. Circulation and completion of: (a) annual financial disclosure statements, (b) confidential board evaluations, and (c) acknowledgement of fiduciary responsibilities.
 - f. Motion by Frank DuRoss to authorize purchase of up to two “True Look” cameras, in a cumulative amount not to exceed \$3,000, to record progress of turf project at Murnane Field, seconded by Dave Guido. Yes: 4, No: 0, the motion is adopted.

7. **Turf Project update.** Construction begins March 17, 2025. Operations once complete and changes related to turf re: staffing; pricing; rules and enforcement; scheduling and availability. Special meeting scheduled for Tuesday April 15, 2025
8. **Adjourn.** Motion by Frank DuRoss to Adjourn. Seconded by Tom Keeler. Yes: 4, No: 0. Meeting adjourned at 1:22 p.m.



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April 15, 2025, at 12:00 p.m.

1. **Call to order:** 12:11 a.m.
2. **Roll Call:** Greg Gaeta (Present), Joanne Gerace (Present), David Guido (Present), Frank DuRoss (Present), Brian Noonan (Present), Tom Keeler (Absent), Joe Johnson (Present).
3. **Others Present:** Andrew Dean, Esq., Deputy County Attorney-Administration.
4. **Previous Minutes:** Motion by Joe Johnson to approve the minutes of 3/14/25. Seconded by Frank DuRoss. Yes: 6 No: 0, the minutes are approved.
5. **Old Business:**
 - a. Discussion about the status of the concession building – waiting on DPW direction
 - b. Discussion on new Solid Waste Authority trash receptacles – no advertising at this time
 - c. Discussion on the old batting shell. It was previously approved to donate to the Utica City School District, but they declined. New motion to donate to Sauquoit Valley Central Schools
6. **New Business:**
 - a. Discussion about parking lot damage from winter – will contact DPW to review and advise
7. **Turf Project update.**
 - a. Construction began March 17, 2025. Contractor is still on schedule for field completion during the last week of May. Completed demo, rough grade, lights, main drainage. In process at this time field drainage and completion of electrical work. Next in the process will be curb and fencing, surface preparation and turf installation.
 - b. Discussion about old blue seats, some were saved, will look to repurpose or possible sell
 - c. Turf company provided a list of recommended prohibited items on the turf, in addition to this the Authority decided to prohibit metal cleats. Discussion on how to communicate this to the teams renting the facility and the other related parties. Discussion on how to monitor compliance and consequences for non-compliance.
 - d. Discussion on staffing procedures during games for tenants and non tenants.

e. Chairman and Attorney to work together to revise the field use agreement .

8. **Adjourn.** Motion by Frank DuRoss to Adjourn. Seconded by Tom Keeler. Yes: 6, No: 0. Meeting adjourned at 1:22 p.m.



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MINUTES OF THE MEETING OF THE ONEIDA COUNTY SPORTS FACILITY AUTHORITY

June 13, 2025, at 12:00 p.m.

1. **Call to order:** 12:00 p.m.
2. **Roll Call:** Greg Gaeta (Present), Joanne Gerace (Present), Frank DuRoss (Present), Joe Johnson (Present), Brian Noonan (Present at 12:08 p.m.), Tom Keeler (Absent), Dave Guido (absent).
3. **Others Present:** Andrew Dean, Esq., Deputy County Attorney-Administration.
4. **Previous Minutes:** Motion by Frank DuRoss to approve the minutes of 4/15/25. Seconded by Joanne Gerace. Yes: 4, No: 0, the minutes are approved.
5. **Discussion:**
 - a. Batting shell has been disposed of to the Sauquoit School District.
 - b. The Concession Building has been demolished
 - c. A new Gator has been purchased.
6. **New Business:**
 - a. The synthetic turf has been installed, and a ribbon cutting was conducted on June 10, 2025.
 - b. Motion by Joe Johnson to adopt the Synthetic Turf Regulations prepared by Attorney Andrew Dean. Seconded by Joanne Gerace. Yes: 4 No: 0, the regulations are adopted. Andrew Dean to prepare a template Notice of Violation for use in enforcing the regulations.
 - c. Motion by Joe Johnson to authorize the purchase of various pieces of equipment (screens, benches, et cetera) from the lowest of three written quotes received, by On Deck Sports, in an amount not to exceed \$10,000. Seconded by Brian Noonan. Yes: 5, No: 0. The motion is adopted.
 - d. Motion by Frank DuRoss to surplus up to 30 sets of blue seats at an auction or auctions to be noticed by the Chairman and award to the highest responsible bidder on the whole or any individual lots, in the Chairman's discretion. Seconded by Joanne Gerace. Yes: 5, No: 0. The motion is adopted
7. **Adjourn.** Motion by Frank DuRoss to Adjourn. Seconded by Joanne Gerace. Yes: 5, No: 0. Meeting adjourned.



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MINUTES OF THE MEETING OF THE ONEIDA COUNTY SPORTS FACILITY AUTHORITY

September 12, 2025, at 12:00 p.m.

1. **Call to order:** 12:14 p.m.
2. **Roll Call:** Greg Gaeta (Present), Joanne Gerace (Present), Frank DuRoss (Absent), Joe Johnson (Present), Brian Noonan (Present), Tom Keeler (Present at 12:25), Dave Guido (Present).
3. **Others Present:** Andrew Dean, Esq., Deputy County Attorney-Administration.
4. **Previous Minutes:** Motion by Joe Johnson to approve the minutes of 6/13/25. Seconded by Dave Guido. Yes: 5, No: 0, the minutes are approved.
5. **Discussion:**
 - a. Review of lease expirations. Only lease expiring this year is cleaning agreement.
 - b. Blue Seat Auction. All seats were listed together instead of individually as we originally thought, an offer was received, and we countered but that was rejected. We will pursue selling the seats individually.
 - c. Staffing. We chose not to use the College Corp employee and instead hired a temp from Express Employment Professionals.
 - d. New Hartford Turf rules violation.
 - e. Motion by Joanne Gerace to approve the purchase of a John Deere gator for the price of \$13,247. Seconded by Dave Guido. Yes: 5, No: 0, the motion is adopted
6. **New Business:**
 - a. Motion by Joe Johnson to approve the submission of the budget for the 2025 PARIS filing, subject to revisions and corrections by the Chairman. Seconded by Dave Guido. Yes: 5, No: 0. The motion is adopted.
 - b. Motion by Joe Johnson to purchase concrete in the amount of \$1,139 for the MVCC Trades sidewalk project. Seconded by Tom Keeler. Yes: 6, No: 0. The motion is adopted.
 - c. Motion by Tom Keeler to ratify the purchase of a speaker from Big Apple Music. Seconded by Greg Gaeta. Yes: 6, No: 0. The motion is adopted.

- d. Motion by Brian Noonan to authorize the payment of \$16,000 to the County of Oneida for the purchase of netting at Murnane Field. Seconded by Tom Keeler. Yes: 6, No: 0. The motion is adopted.
 - e. Motion by Joe Johnson to pay the County of Oneida for the purchase netting for the bullpen at the price of \$2,100, as may be defrayed by any credits. Seconded by Dave Guido. Yes: 6, No: 0. The motion is adopted.
 - f. Motion by Tom Keeler to authorize an amendment to the Consulting Agreement with Yehahe Advisors, LLC, bringing the total compensation thereunder from \$10,000 to \$20,000, to provide consulting for the Griffiss indoor baseball facilities project. Seconded by Dave Guido. Yes: 6, No: 0. The motion is adopted.
 - g. Discussion: The City of Utica installed a security camera on a light pole in the parking lot covering the parking lot and the street. This does not cover the field at all.
 - h. Boilermaker sign. Discussion to contact the Boilermaker to see if there is interest in putting a sign back up now that construction is complete. The location would be the back of the right field batting cage.
 - i. Construction Plaque. Discussion about a plaque commemorating the turf construction project. Potential wording was discussed with template to be reviewed by County Executive. Further discussion is needed to organize the existing 7 plaques already at the facility before adding another.
 - j. Scoreboard. Oneida County DPW has contracted with an engineer to perform an analysis of the existing scoreboard structure to determine if the structure can support a new scoreboard.
 - k. Hudl. Utica City School Board inquired about installing Hudl cameras at Murnane field as part of their initiative to have all their athletic events streamed live. Further investigation is needed to determine costs and who would be responsible for installation and operational expenses.
 - l. Blue sox lease. Greg reported that even though the Blue Sox have one year remaining on their lease they are open to beginning the process of updating the lease with all the changes since its inception.
 - m. Motion by Joe Johnson to extend a \$500 credit to Jug Sports LLC for the loss of use of the field in the month of June, with no admission of liability and reservation of all rights. Seconded by Joanne Gerace. Yes: 6, No: 0.
 - n. Discussion about scheduling approach for the Spring. The Authority has already received requests from Notre Dame High School and Utica College to play some games. Will have to finalize rental pricing, light pricing, light usage and scheduling of games and practices at December meeting.
 - o. Next meeting scheduled for December 12, 2025
7. **Adjourn.** Motion by Frank DuRoss to Adjourn. Seconded by Joanne Gerace. Yes: 5, No: 0. Meeting adjourned at 1:22 p.m.



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MINUTES OF THE MEETING OF THE ONEIDA COUNTY SPORTS FACILITY AUTHORITY

December 12, 2025 at 12:15 p.m.

1. **Call to order:** 12:15 p.m.
2. **Roll Call:** Greg Gaeta (Present), Joanne Gerace (Present), David Guido (Present), Frank DuRoss (Present at 12:38 p.m.), Brian Noonan (Present), Tom Keeler (Present), Joseph Johnson (Present).
3. **Others Present:** Andrew Dean, Esq., Deputy County Attorney-Administration.
4. **Previous Minutes:** Motion by Joseph Johnson to approve the minutes of 9/12/15. Seconded by Brian Noonan. Yes: 6 No 0, the minutes are approved.
5. **Reports by Audit Committee and Governance Committee.**
6. **Motion:** By Joanne Gerace to reappoint Patrick M. Tyksinski, CPA PC as auditor for 2026. Seconded by Joseph Johnson. Yes 6 No: 0. The motion is adopted.
7. Review of Bylaws, Code of Ethics, Procurement Policy, and Whistleblower Policy. Motion By Dave Guido to readopt without alteration the Bylaws, Code of Ethics, Procurement Policy, Whistleblower Policy. Seconded by Tom Keeler. Yes 6 No 0.
8. **Motion:** By Dave Guido to redesignate Andrew Dean as the Ethics Officer. Seconded by Tom Keeler. Yes 6 No 0.
9. Review of Mission Statement and Performance Goals. Motion by Joanne Gerace to readopt the mission statement and performance goals. Seconded by Tom Keeler. Yes 6 No 0.
10. **Motion:** By Tom Keeler, seconded by Dave Guido, to reappoint the officers of the Audit and Governance committees. Yes 6, No 0. The officers are reappointed as follows:

Audit Committee

Joanne Gerace (Chairperson) (Reappointed for January 1, 2026 through December 31, 2026)

Tom Keeler (Reappointed for January 1, 2026 through December 31, 2026)

Greg Gaeta (Reappointed for January 1, 2026 through December 31, 2026)

Governance Committee

Brian Noonan, Chairperson (Reappointed for January 1, 2026 through December 31, 2026)

Dave Guido (Reappointed for January 1, 2026 through December 31, 2026)

Joe Johnson (Reappointed for January 1, 2026 through December 31, 2026)

11. Discussion

- a. Terms of office of Brian Noonan (County Executive) and Joseph Johnson (Board of County Legislators) will expire on December 31, 2025. Both members will accept reappointment, if given.
- b. Greg Gaeta sold several blue seats at \$50 each, totaling \$700.
- c. Greg Gaeta will explore signage options with the Boilermaker.
- d. Batting practice on-field screens will be needed. Motion by Joe Johnson to authorize the purchase of up to two batting practice screens at price not to exceed \$2,000.00. Seconded by Tom Keeler. Yes 6: No 0.
- e. Discussion regarding the pricing policy for game rentals of the field. Motion by Joseph Johnson to charge \$150 for the first game, increasing by \$100 for each subsequent game. Seconded by Tom Keeler. Yes 6, No 0.
- f. Discussion regarding MVCC pricing. Consensus is to make no change to MVCC's charges, but to accept any contribution toward the demand charge offered by MVCC.
- g. Frank DuRoss arrives at 12:38 p.m.
- h. Discussion concerning the Blue Sox Lease. Motion by Joanne Gerace, Seconded by Tom Keeler to authorize new lease on the following terms. Yes 7, No 0. The following terms are authorized:
 - Either continue current lease (valid through Summer 2026) or enter into new two-year lease covering the 2026 and 2027 seasons.
 - If two-year lease is accepted by Blue Sox (Jug Sports, LLC), price of \$17,500 per season for 28 games, with a credit of \$300 per game not used (if such game cannot first be rescheduled), with a maximum of credit for five games per season. Annual price of \$17,500 to increase by the greater of 3% or CPI after the first year.
 - Charge of \$50 per hour for field use (such as practices).
 - Lessee will be entitled to all outfield advertising and ONLY outfield advertising.
 - Charge of \$2,000 per year for use of lighting, with authority to offer \$1,000 per year if necessary.
 - Authorize chairman to deviate from the foregoing if negotiations require, subject to ratification by the Board.
- i. Discussion concerning purchase of new scoreboard. No action taken.
- j. Discussion regarding Little League event to have local Little League teams play on the field.
- k. Suggestion by Joanne Gerace to place plaque on the grassy knoll.

12. Motion by Joe Johnson to adjourn, seconded by Frank DuRoss. Yes 7, No 0.



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MINUTES OF THE MEETING OF THE SPORTS FACILITY AUTHORITY AUDIT COMMITTEE

HELD ON December 12, 2025, AT 12:00 PM

Members Present: Joanne Gerace, Gregory Gaeta

Authority Business:

Joanne Gerace called the meeting to order at 12:00 p.m.

Motion by Greg Gaeta to approve the Audit Committee minutes of 12/13/2024. Seconded by Joanne Gerace Yes: 2 No: 0, the minutes are approved.

A review of section 5 of the Bylaws of the Authority, the Committee recommends to the Board that it readopt the Bylaws without revision.

A motion was made by Greg Gaeta to recommend that the Board readopt the Bylaws without revision. Seconded by Joanne Gerace. Ayes: 2, Nays: 0. Motion adopted.

G. Gaeta reviewed the 2024 audit engagement letter. The Committee recommend to the Board that it approve continued use of auditor Pat Tykinski if there aren't significant price increases.

A motion was made by Greg Gaeta to recommend that the full Board approve auditor Patrick Tykinski. Seconded by Joann Gerace. Ayes: 2, Nays: 0. Motion adopted.

G. Gaeta reviewed the PARIS filing procedure. The same as last year, Greg and Tom will work together to complete the required information and that Greg will input in portal and present report to the full Board for final approval.

A motion was made by Joanne Gerace to adjourn. Seconded by Greg Gaeta. Ayes: 2, Nays: 0. Motion adopted.



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MINUTES OF THE MEETING OF THE SPORTS FACILITY AUTHORITY GOVERNANCE COMMITTEE

HELD ON December 12, 2025, AT 12:00 PM

Members Present: Brian Noonan, David Guido, Joseph Johnson

Committee Business:

Called to order at 12:02 p.m.

Motion by Joseph Johnson to approve the Governance Committee minutes of 12/13/2024. Seconded by David Guido. Yes: 3 No: 0, the minutes are approved.

The Committee reviewed the Bylaws of the Authority, the Code of Ethics, the Procurement Policy, the Whistleblower Policy, and the Mission Statement and Performance Goals. Motion by Joseph Johnson to recommend readoption of all such items without revision. Seconded by David Guido. Yes: 2 No: 0, the recommendation is made.

Review of Annual Financial Disclosure Form. No action necessary.

Motion by Brian Noonan to recommend that the Authority redesignate Andrew Dean, Esq. as the Ethics Officer. Seconded by Joseph Johnson. Yes: 3 No: 0, the recommendation is made.

Motion by Joseph Johnson to adjourn. Seconded by Brian Noonan. Yes: 3, No. 0. The meeting is adjourned.