

PUBLIC WORKS COMMITTEE MEETING MINUTES
JANUARY 26, 2016

PUBLIC WORKS COMMITTEE MEMBERS PRESENT: Pitts, Shaw, LaPointe, Campbell, Haff, O'Brien, Fedler, Gang, Skellie

PUBLIC WORKS COMMITTEE MEMBERS ABSENT: None

SUPERVISORS: Henke, Hicks, Moore, Suprenant, Idleman, Hogan, Armstrong

Debra Prehoda, Clerk of the Board

Roger Wickes, County Attorney

Chris DeBolt, County Administrator

Al Nolette, County Treasurer

Steve Haskins, DPW Superintendent

Joe Brilling, Exec. Dir. Sewer District

Public & Media

AGENDA AS PRESENTED IN COMMITTEE NOTICE:

1. Call to Order
2. Accept Minutes – December 1, 2015
3. Department Reports/Requests:
 - A. Sewer District
 - 1) 2015 CFA Grant Funding Update
 - 2) Operations Manager Position
 - B. Department of Public Works
 - 1) Award Bid for Tree Removal Services
 - 2) Discuss Non-Inventoried Hardware
 - 3) TMW Software Update
 - 4) Truck Plan Update
 - 5) Request for Resolution – IMA with Warren County for Plowing Pilot Knob Road
 - 6) Discuss "Parity" Resolution (MTA/NYS DOT)
 - 7) Discuss New Highway Barns
4. Other Business – Dewatering Facility Road Discussion
5. Adjournment

Chairman Pitts called the meeting to order at 9:32 A.M.

A motion to accept the minutes of the December 1, 2015 meeting was moved Mr. O'Brien, seconded by Mr. Campbell and adopted.

SEWER DISTRICT – Joe Brilling, Executive Director Sewer District, addressed the following items, handouts attached:

- 2015 CFA Grant Funding Update – Awarded three grants: \$600,000 CBDG grant in conjunction with a \$600,000 grant to the Village of Fort Edward for a water and sewer replacement project in a small neighborhood damaged by the Cumberland Farms gas spill. Hopefully, the two entities can use the same individual to administer both grants. A motion to set up a capital project for \$600,000 CBDG grant award and forward to the Finance Committee was moved by Mr. O'Brien, seconded by Mr. Gang and adopted. EPG (Environmental Planning Grant) for an inflow and infiltration study, non-sanitary water that gets into the old sewers, and the scope includes some areas in the villages of Hudson Falls and Fort Edward, basically ground water. They will be looking at the old pipes and trying to find a relief point for the storm water where it is combined. The Sewer District's cost share is \$25,000 for a total of \$125,000 worth of information with the end product being a preliminary engineering report that they can use on the SRF Intended Use Plan. A motion to forward a budget amendment regarding EPG funding/cost share to the Finance Committee was moved by Mr. Campbell, seconded by Mr. Gang and adopted. He plans to advertise the RFP for engineering for administration of this grant next week. Empire State Development Grant \$1M – He stated there is a funding gap for this project to happen and he is trying to meet with potential co-funding sources to fill that gap amount of funding to make this project happen. The Sewer District has a sewer line that runs through Irving Tissue property, it is problematic

for both parties, and it needs to get moved. This sewer line hinders expansion at Irving Tissue. The County Administrator stated there have been conversations with our elected officials. No action required at this time.

- Operations Manager Position - The Chief Officer, who has been at the plant since it started, is retiring in May. He has hired an Operations Manager who will oversee the plant. When the Supervisor of the Collection Operations retires in the next few years, the Operations Manager will oversee the plant, collection operations and the compost facility and the natural progression is for this person to transition into the Executive Director position when Mr. Brillling retires. He is trying to create a succession plan and is in a good position to implement this succession plan in a step by step manner.
- Sewer District No. 2 is a County Special Improvement District – They have a Board of Commissioners and they are part County. Typically, items are first addressed by the Sewer District Board of Commissioners and then to the County. The Sewer District provides copies of their Board of Commissioners' meetings. He urged Supervisors to give him a call with any questions.
- Compost Facility – The Sewer District has two municipal partners at the compost facility, Village of Lake George and Village of Granville and updated the intermunicipal agreements in 2015 due to cost control. They have a small fund balance and he is working with the Treasurer on creating a reserve account for the Compost Facility and will need to amend the exiting intermunicipal agreement for the reserve account. The basis of the charge is the percent of the contribution of sludge to the facility. He will report out next month.

DEPARTMENT OF PUBLIC WORKS – Steve Haskins, Superintendent of Public Works, addressed the following items with the committee:

- Award Bid for Tree Removal Services – Johnson's Landscaping is the lower bidder and satisfactorily provided those services last year. Town highway departments, school districts and fire districts are included in the bid. A motion to accept low bid, Johnson's Landscaping for tree removal services, was moved by Mr. LaPointe, seconded by Mrs. Fedler and adopted.
- Discuss Non-Inventoried Hardware – Displayed a photo of a multi-drawer cabinet used in another facility, photo attached. This facility considers any hardware a half inch or less as non-inventoried and is in the bin/cabinet on the floor for use. The State adds for example to each repair job a \$5 charge for hardware; amount charged is adjusted at year end. He would like to put bins on the floor in our highway shop and avoid the mechanics having to request these items from the shop. The storekeeper would maintain the bins. He stated from an efficiency standpoint it looks like a good idea. Committee is comfortable with this concept. The mechanics tools belong to the mechanics.
- TMW Software Update – Agreement ready for the Chairman's signature and the Treasurer stated the purchase order has been issued. This software project is moving forward. Mr. Haskins will work with IT on establishing a project plan and timeline. The Treasurer noted with a signed contract, the vendor can now participate in the planning and implementation.
- Truck Plan Update – Distributed truck plan dated July 28, 2015 and plans to update information. They have secured two military surplus trucks and plan to purchase a Madison County truck and that should fill the gap. Typically, military surplus trucks are purchased through OGS at 5% of the original sale price but because we were the successful bidder on a truck that ended up not being available, we were able to purchase the military surplus trucks at 2% of the original sale price; a savings of over \$4,000 per truck. He noted Madison County currently has another truck available if any of the towns are interested and Supervisor O'Brien

stated the Town of Hampton is interested. He will update sheet for the next meeting and will add an in service date on used trucks being purchased.

- Summary of 2015 equipment purchases including actual costs and costs to refurbish and replace plow trucks, handout attached. Glider kits are advantageous due to emission standards.
- Working on installing compu-spread on the trucks. The Superintendent stated reports will commence one month after the completion of the installation on all trucks.
- Intermunicipal Agreement with Warren County for Plowing Pilot Knob Road – A motion to authorize agreement between the County of Washington and the County of Warren for the Removal of Snow and Salting to control ice on paved Warren County roads for 2016 and forward to Finance was moved by Mr. O'Brien, seconded by Mrs. Fedler and adopted.
- Discussed Resolution calling on the State of New York to restore funding parity between the capital plans of the Metropolitan Transportation Authority (MTA) and the NY State Department of Transportation – Mr. Haskins stated there used to be parity between MTA and NYSDOT and that has gone away. More is going to the MTA. In the Governor's State of the State Address, he announced a \$22 billion multi-year capital plan but in actuality this plan started in 2015 so it is really a four year plan and only known specifics are #1 billion Bridge NY program, \$1 billion PAVE NY program and \$500 million Extreme Weather Infrastructure Hardening program. A motion to present proposed resolution to the full Board was moved by Mr. Shaw, seconded by Mr. Haff and adopted.
- Discuss New Highway Barns – Mr. Haskins has had very limited conversations with highway superintendents on new barns and combining facilities (towns and county). Chris DeBolt, County Administrator, stated he has had some conversations with our legislators regarding potential funding sources. He mentioned the roof on the shop is beyond its useful life and leaking. He is looking into applying for CFA funding to look at consolidation. Consolidation sites would have room for expansion.

OTHER BUSINESS:

- Dewatering Facility Access Road – Supervisor Suprenant stated the GE dredging project is nearing completion and the access road owned by the EPA can be turned over to a municipality. WCCLLC owns the property at the dewatering site, leased the property to the GE and are now in the process of marketing the property. Because the road runs through two towns, Supervisor Suprenant stated it would be best for the County to take over the road. He stated there is a bridge on the road and that will be a county responsibility. He stated there is a right-of-way that was leased to GE from a private property owner which DA Collins (WCCLLC) will purchase and turn over to whoever owns the road. The Canal Corp is eventually going to need three easements to maintain their banks, culverts and an area where the Fedler Canal comes into the Champlain Canal. The EPA took the property from the Canal Corp by eminent domain to build the road but when they did that they built part of the road over Canal Corp property due to a mistake in boundaries and a boundary line adjustment will be needed to take care of that matter. The road was built to withstand very heavy truck traffic and will not require any repairs for the next ten to fifteen years. What is unique about this property is that it has five miles of railroad sidings. This would be a deeded road. Roger Wickes, County Attorney, stated the matter of who owns what property has been resolved. Even if it becomes a town road, the County owns the bridge. Discussion ensued on the one lane section of the road. John Davidson, President Jointa Galusha, marketing the site for WCCLLC, addressed the committee. He stated they have

had significant truck traffic on the road and that lane restriction never impacted operations. The one lane road should not be an issue. Mr. Campbell would like to see that road connect to Rt. 197. Chairman Pitts stated the Public Works Superintendent will review the road and report back to the Finance Committee.

- Car Pool – The car pool shop and welding shop have swapped locations and everything is going fine. The Sheriff's department is very happy with the car pool service.
- Shared Service Agreement for Emergency Assistance from the State of New York – We have been doing this without an agreement for many years. This is only formalizing what has been done informally for years. A motion to authorize Superintendent of Public Works signature of State shared services agreement for emergency assistance was moved by Mr. Campbell, seconded by Mr. O'Brien and adopted.
- Deputy Superintendent – The search has been slow and he plans to put an advertisement on the American Public Works Association website.
- Sub-committee looking at efficiencies – They have looked at the snow plow beats and determined that the snow plow beats are fairly well balanced about two hours each. The County Administrator is exploring funding options for a study to look at highway barn consolidations. The sub-committee was also looking into sand and/or salt on the roads. The Superintendent suggested instead of looking at the roads from dollars and cents, look at it from a policy/level of service rather than a numbers perspective. If Public Works is given a level of service that is desired at different stages of the event (snow or ice storm) then they can determine a method to deal with that and be cost effective.

The meeting adjourned at 11:33 A.M.

*Respectfully submitted,
Debra Prehoda, Clerk
Washington County Board of Supervisors*



Washington County Sewer District II

17 Cortland St. - Box 288
Fort Edward, New York 12828
(518) 747-6967
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Joseph Brillling
EXECUTIVE DIRECTOR

MEMORANDUM

To: WCS D Board of Commissioners
From: Joseph B. Brillling, Executive Director
Date: January 12, 2016
Re: 2015 CFA Grant Awards - Overview

CDBG -- Combined w/ V/O Fort Edward for repairs to east side of Rt. 4

Award amount = \$600,000

Cost Share = up to \$200,000 (depends on exact scope and bids)

- Can include "in-kind" contributions (?)
- RFP -- Administration of Grant -- Advertised and on county website

NEED:

- MOU with V/O Fort Edward to jointly administer and RFQ for engineering and construction
- Individual (WCS D and FE) SEQR and NEPA and SHPO determinations

RFP -- Engineering -- Joint w/ V/O FE

ENVIRONMENTAL PLANNING GRANT (EPG) FOR INFLOW AND INFILTRATION (I/I)

Award Amount = \$100,000

Cost Share = \$25,000 for total project cost of \$125,000

- Can include "in-kind" contributions

NEED:

- RFQ for Engineering and Administration of Grant Out by end of week (1/29/16, also on website)
- Resolution authorizing and obligating local match funds. Can include "in-kind"
- SEQR/SERP/SHPO

EMPIRE STATE DEVELOPMENT GRANT -- RELOCATION OF SEWER LINE AT IRVING TISSUE

Award Amount = \$1,000,000

Cost Share = Up to \$600,000

NEED:

\$2.5 million to close funding gap.

Resolution of the
Board of Commissioners of the
Washington County Sewer District No. 2

Whereas, the Washington County Sewer District No. 2 was the recipient of an Engineering Planning Grant to fund certain studies of infrastructure located in the Villages of Hudson Falls and Fort Edward; and

Whereas, the Commissioners of the Washington County Sewer District No. 2 believe it to be in the best interest of the District to proceed with the execution of a grant agreement, designation of a matching portion of such grant, to designate an engineer and to take such other and further action as may be necessary in accordance with such grant.

NOW, THEREFORE, BE IT:

RESOLVED that the executive director of the Washington County Sewer District or the Chairman of the Board of Commissioners of the Washington County Sewer District are authorized to execute a Grant Agreement with the NYS Environmental Facilities Corporation and any and all other contracts, documents and instruments necessary to bring about the Project and to fulfill the District's obligations under the Engineering Planning Grant Agreement; and be it further

RESOLVED that the District authorizes and appropriates a minimum of 20% local match as required by the Engineering Planning Grant Program for the infrastructure study in the Villages of Hudson Falls and Fort Edward project. Under the Engineering Planning Grant Program, this local match must be at least 20% of the total project cost. The maximum local share appropriated subject to any changes agreed to by the executive director or the Chairman of the Board of Commissioners of the Washington County Sewer District No. 2 shall not exceed \$25,000 based upon a total estimated maximum project cost of \$125,000. The executive director or Chairman of the Board of Commissioners of the Washington County Sewer District No. 2 may increase this local match through the use of in kind services without further approval from the District; and be it further

RESOLVED, that since 6 NYCRR Section 617.5 (Title 6 of the New York Code of Rules and Regulations) under the State Environmental Quality Review Act (SEQR) provides that certain actions identified in subdivision (c) of that section are not subject to environmental review under the Environmental Conservation Law, the Board of Commissioners hereby finds and determines that the proposed grant agreement and infrastructure study is a Type II action in accordance with 6 NYCRR Section 617.5(c)(18) which constitutes the information collection including basic data collection and research, water quality and pollution studies, traffic counts, engineering studies, surveys, subsurface investigations and soils studies that do not commit the agency to undertake, fund or approve any Type I or Unlisted action and is therefore not subject to review under 6 NYCRR Part 617; and be it further

RESOLVED that the executive director or the Chairman of the Board of Commissioners of the Washington County Sewer District No. 2 is authorized to take all actions reasonable and necessary to carry out the terms of this resolution; and be it further

RESOLVED, that this resolution shall take effect immediately.

Washington County Department of Public Works
Tree Removal Services Quotes

	Firm	Quoted Rate
1	Johnson's Landscaping	\$75.00 per hour
	Bill Dornan's Outdoor Service, LLC	\$90.00 per hour
	Goose Island Tree and Lanscape	\$95.00 per hour
	Adirondack Tree Surgeons, Inc.	\$398.00 per hour



Snow/Dump Trucks

Equipment Number	Make Model	Dump Axles	Year	Front Line or Backup	Location	Planned Retirement		Comments
						Year	Year	
1	00022 Inter. 2574	single	2000	Spare	Shop	NA		Used as Broom Truck, Only plows in an emergency
2	09024 Inter. 5500	Tandem	2009	Frontline	Jackson	2029		Paystar to be refurbished with Stainless Steel Box
3	00023 Inter. 2574	Tandem	2000	Backup	Hebron	2014		Rough Shape, declare surplus if military truck available
	SURPLUS		??	Frontline		2027		Replace 00023 reuse radio, plow, tower, wing, assume military truck is 2007
4	01046 Inter. 2574	Tandem	2001	Backup	Shop	2017		Fair Condition, Autoshift transmission, Repair and continue in spare backup
	SURPLUS		??	Frontline		2029		Replace 02025 reuse radio, plow, tower, wing assume military truck is 2009
5	01049 Inter. 2574	Tandem	2001	Frontline	FE	2016		Poor Condition, Autoshift transmission, Declare Surplus if military truck available
	SURPLUS		??	Frontline		2027		Replace 01049 reuse radio, plow, tower, wing, box assume military truck is 2007
6	02025 Inter. 2574	Tandem	2002	Out of Service	Shop	2015		Poor Condition, Autoshift transmission, Engine Bad, Declare Surplus for Parts
7	02026 Inter. 2574	Tandem	2002	Backup	Shop	2017		Poor Condition, Autoshift transmission, Frame rot, declare Surplus if military truck available
	SURPLUS		??	Frontline		2029		Replace 02026 reuse radio, plow, tower, wing, box assume truck is 2009
8	03043 Inter. 2574	Tandem	2003	Frontline	Hebron	2016		Rough Shape, Rubber Cab Mount Gone Cab rests on frame, future spare
9	04050 Inter. 7600	Tandem	2004	Backup	Granville	2018		If Military trucks are available this becomes a backup
10	04057 Inter. 7600	Tandem	2004	Backup	Fort Ann	2019		If Military trucks are available this becomes a backup
11	04058 Inter. 7600	Tandem	2004	Frontline	Whitehall	2018		
12	05052 Inter. 7600	Tandem	2005	Frontline	Jackson	2019		
13	05053 Inter. 7600	Tandem	2005	Frontline	Granville	2020		
14	06044 Inter. 7600	Tandem	2005	Frontline	Putnam	2020		Poor Condition, Frame Rusty
15	06045 Inter. 7600	Tandem	2005	Frontline	Granville	2021		
16	07038 Inter. 5500	Tandem	2007	Frontline	Putnam	2027		Paystar Refurbished with Stainless Steel Box
17	07039 Inter. 5500	Tandem	2007	Frontline	Putnam	2027		Paystar to be refurbished with Stainless Steel Box
18	08059 Inter. 5500	Tandem	2007	Frontline	Jackson	2028		Paystar to be refurbished with Stainless Steel Box
19	08060 Inter. 5500	Tandem	2007	Frontline	Hebron	2028		Paystar to be refurbished with Stainless Steel Box
20	09027 Inter. 5500	Tandem	2007	Frontline	MF	2029		Paystar to be refurbished with Stainless Steel Box
21	09028 Inter. 5500	Tandem	2007	Frontline	Hebron	2029		Paystar Refurbished with Stainless Steel Box
22	11047 Inter. 7600	Tandem	2011	Frontline	FE	2025		Added Fifth Wheel Hitch Pulls Flowboy, Engine issues
23	12030 Inter. 7600	Tandem	2012	Frontline	Jackson	2026		New Motor covered under warranty
24	13031 Inter. 7600	Tandem	2012	Frontline	Jackson	2027		
25	14032 Inter. 7600	Tandem	2014	Frontline	Fort Ann	2028		
26	14033 Inter. 7600	Tandem	2014	Frontline	Whitehall	2028		
27	15034 Inter. 7600	Tandem	2015	Frontline	FE	2029		
28	15035 Inter. 7600	Tandem	2015	Frontline	MF	2029		

Derrick Truck

Equipment Number	Make Model	Year	Planned Retirement	Comments
97066	SURPLUS Derrick/ Bucket	1997	2015	Declare Surplus & Auction
00199	Derrick	2000	2015	Remove Body & Hoist Auction Off & Repurpose Chassis
91063	Cab & Chassis	1991		Future Donor for Glider

Snow/Dump Trucks

Equipment Number	Make Model	Dump Axles	Year	Front Line or Backup	Location	Planned Retirement	Comments	
						Year		
3	00023	Inter. 2574	Tandum	2000	Backup	Hebron	2014	Rough Shape, declare surplus if military truck available
1	02025	Inter. 2574	Tandum	2002	Out of Service	Shop	2015	Poor Condition, Autoshift transmission, Engine Bad, Declare Surplus for Parts
4	01049	Inter. 2574	Tandum	2001	Frontline	FE	2016	Poor Condition, Autoshift transmission, Declare Surplus if military truck available
2	03043	Inter. 2574	Tandum	2003	Frontline	Hebron	2016	Rough Shape, Rubber Cab Mount Gone Cab rests on frame, future backup
5	01046	Inter. 2574	Tandum	2001	Backup	Shop	2017	Fair Condition, Autoshift transmission, Repair and continue in spare status
6	02026	Inter. 2574	Tandum	2002	Backup	Shop	2017	Poor Condition, Autoshift transmission, Frame rot, declare Surplus if military truck available
7	04050	Inter. 7600	Tandum	2004	Backup	Granville	2018	If Military trucks are available this becomes a backup
8	04058	Inter. 7600	Tandum	2004	Frontline	Whitehall	2018	
9	04057	Inter. 7600	Tandum	2004	Backup	Fort Ann	2019	If Military trucks are available this becomes a backup
10	05052	Inter. 7600	Tandum	2005	Frontline	Jackson	2019	
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1	00022	Inter. 2574	single	2000	Spare	Shop	NA	Used as Broom Truck, Only plows in an emergency

No. Units Specific to Refurbishing/Replacing Plow Trucks (2015/2016)	Total Dollars
7 Refurbish PAYSTAR Trucks	\$ 309,050.00
1 Used PAYSTAR Truck (Madison Co.) 2015	\$ 85,000.00
1 Used Madison Co. PAYSTAR (2016)	\$ 85,000.00
3 Refurbish 7600's (Sandblast & Paint)	\$ 19,500.00
2 Military Surplus Tractors	\$ 5,600.00
2 Convert Military Tractors to Plow Trucks (Estimate)	\$ 67,400.00
2 Glider Kit Plow Trucks 2016 Budget	\$ 454,890.00
 Cost to Refurbish & Replace 59% of Fleet 16 of 27 Units	 \$ 1,026,440.00

Resolution Calling on the State of New York to Restore Funding Parity Between the Capital Plans of the Metropolitan Transportation Authority (MTA) and the NY State Department of Transportation

WHEREAS, Governor Andrew Cuomo and Mayor de Blasio recently announced an agreement to jointly subsidize the Metropolitan Transportation Authority's (MTA) nearly \$11 billion funding gap for its 2015-19 five-year capital program; and

WHEREAS, as part of this agreement, the Governor is committing \$8.3 billion in state resources to cover the MTA plan's multi-year deficit; and

WHEREAS, while we may agree that this vital investment in downstate transit is needed, the state has yet to develop a new Department of Transportation 5-Year Capital Plan designed to assess current conditions and determine investments needed to provide for the future needs of a modern, safe, reliable and efficient multimodal transportation system; and

WHEREAS, the enactment of the FAST Act, a fully funded five-year authorization of federal surface transportation programs that provides long-term federal funding predictability, should now facilitate the state to develop and fund a Transportation 5-Year Capital Plan; and

WHEREAS, locally-owned roads and bridges account for 87 percent of the State's 110,000 miles of roadways and 50 percent of the State's 18,000 bridges and are responsible for a vast system of aging culverts. These locally-owned transportation facilities are deteriorating at a rapid rate as counties continue to struggle to find adequate funding for their maintenance and replacement; and

WHEREAS, three of the last four DOT/MTA five-year capital programs were virtually identical in size; and

WHEREAS, for nearly two decades, through 2009, the parity agreement was honored and both five-year capital programs were similar in size as well as adopted within a month of each other. It is necessary to once again restore parity between the programs; and

WHEREAS, according to a 2014 Comptroller's report, thirty four percent (34%) of bridges are deficient and forty-eight percent (48%) of road pavements in the state are rated fair or poor and getting worse.

NOW, THEREFORE, BE IT RESOLVED, that _____, calls upon Governor Cuomo and our State Legislative Delegation to work with our County and other local governments in order to develop and fully-fund a 5 Year Capital Plan that will provide the necessary and proper funding to New York's counties by substantially increasing CHIPS and Marchiselli funding and establishing a 5 year State Aid to Local Bridge and Culvert Program to give them the ability to adequately maintain their infrastructure; and

BE IT FURTHER RESOLVED, that restoring parity between the Department of Transportation's (DOT) highway and bridge five-year capital program and the MTA's capital program will assure each program is funded at a \$26.1 billion level, providing enough resources to help fund the local needs as described above; and

BE IT FURTHER RESOLVED, that _____ shall forward copies of this resolution to Governor Andrew M. Cuomo, the New York State Legislature and all others deemed necessary and proper.