

PUBLIC WORKS COMMITTEE MEETING MINUTES
FEBRUARY 26, 2019

PUBLIC WORKS COMMITTEE MEMBERS PRESENT: Fedler, Campbell, Shay, Haff, Hicks, Skellie, Middleton, Rozell

PUBLIC WORKS COMMITTEE MEMBERS ABSENT: Shaw

SUPERVISORS: Henke, Moore, Ferguson, Idleman, O'Brien, Hogan, LaPointe, Clary
Debra Prehoda, Clerk

Al Nolette, County Treasurer

Deborah Donohue, Supt. Public Works
Public

Roger Wickes, County Attorney

Chris DeBolt, County Administrator

Joe Brilling, Exec. Dir. SD#2

AGENDA AS PRESENTED IN COMMITTEE NOTICE:

1. Call to Order
2. Accept Minutes – January 29, 2019
3. Department Reports/Requests:
 - A. Sewer District - Updates
 - B. Department of Public Works
 - 1) Replace Fuel System in Cambridge
 - 2) Sign Shop Cutter
 - 3) Agreement w/National Grid for CR113
4. Other Business
5. Adjournment

Chairwoman Fedler called the meeting to order at 10:00 A.M.

A motion to accept the minutes of the January 29, 2019 meeting was moved by Mr. Shay, seconded by Mr. Campbell and adopted.

SEWER DISTRICT: Joe Brilling, Executive Director, addressed the following items with the committee:

- Updates:
 - WIIA Grants – Back in 2015, the Sewer District received two WIIA grants; one was a grant only relating to the FE 1A project and the second was a grant award and financing for long term control plan. He has received closing documents from EFC for the 2015 grant award in the amount of \$3M/financing for long term control plan. EFC needs to show that award completed and closed upon by April 2019. The closing documents have been received and reviewed by Larry Paltrowitz, Esq. (bond counsel). This \$3M will come off the original \$16M; formally applying the grant funding as awarded. The Treasurer stated budget amendments will be needed to move the \$3.9M grant award into the long-term control plan if it is not there and increase in the payment amount in 2019 from \$154,000 to \$225,000. A motion to move both budget amendments to the Finance Committee for consideration was moved by Mr. Campbell, seconded by Mr. Middleton and adopted.

DEPARTMENT OF PUBLIC WORKS – Deborah Donohue, Superintendent of Public Works, addressed the following items with the committee, handout attached:

- Replace Fuel System in Cambridge – The gas system is not working properly and needs to be replaced. Mr. Campbell asked what vehicles are we putting the gas in and the response was pickup trucks. He suggested a WEX card because it is just the gas system and why would we spend money to fix it. She stated they were going to put in both because they were put in at the same time noting that the diesel fuel has not failed. Mr. Haff stated the gasoline vehicles are not out plowing at all hours so is the gas system needed. The County Administrator stated there are incidents depending on the storm when they are out. Mr. Ferguson stated other machines/equipment use gas besides the foreman pickup trucks. The site has diesel and fuel.

The gas system has mechanical problems and is not serviceable. The Superintendent was asked the volume of diesel and gasoline used monthly but will have to check on that information. Discussion on WEX cards. Less of an issue with gasoline verses diesel. The retailer is not impacted by the use of the WEX card and the County pays State contract price – rebates are applied to bill. This is a good test site to see how the WEX cards works out. The Treasurer stated we need an exit strategy to the entities we are no longer going to serve. The County Administrator stated probably have to give a minimum of sixty-days notice to the effected agencies and working with the County Treasurer, Superintendent of Public Works and County Attorney come back with some policies and procedures for the deployment of the WEX cards in the DPW fleet specifically out of the Cambridge Barn and they will come back to committee. This could be a pilot site noting it might not work at every site. The diesel is a different issue.

- Sign Shop Cutter – Attached handout on cutter requested. The estimated cost is \$6,800. This machine does more than what was originally requested and does the things the committee requested at last month's meeting. This machine can cut the emblems for the side of the County vehicles. Budget amendment required. A motion to approve purchase of cutter and amend County Road budget transferring funds between line items, decrease D.5000.3310.4630 safety equipment and increase D.5000.3110.2090 equipment, and forward to the Finance Committee was moved by Mr. Hicks, seconded by Messrs. Rozell and Shay and adopted.
- Agreement w/National Grid for CR113 – They have to build a temporary structure for a gas line and move it over before they can demolish the bridge because they need to keep the gas going back and forth. National Grid agreed to pay for the temporary structure/bridge for moving the gas line estimating \$200,000+. National Grid will forward an agreement for the County Attorney's review. A motion to authorize an agreement between the County and National Grid to allow them to do this work and authorize the Chairman to sign was moved by Mr. Campbell, seconded by Messrs. Middleton and Shay and adopted.
- Miscellaneous:
 - March 6th Advocacy Day – Invited Supervisors to attend and transportation will be provided.
 - Pavement Preservation Co. Rt. 46 – Durkeetown and Bridge Rehabilitation Shushan Bridge – Requesting approval of Marchiselli agreement for federal aid and then agreements with consultants to do the design. A motion to authorize the Chairman to execute any and all documents required to move forward with the Co. Rt. 46 Pavement Preservation and Shushan Bridge Rehabilitation project contingent upon the review and acceptance by the Superintendent of Public Works and the County Attorney was moved by Mr. Hicks, seconded by Messrs. Skellie and Campbell and adopted.
 - Dix Road Bridge Inspection – Saratoga County has a different procurement policy than Washington County. Saratoga County has agreed to get another estimate. The Superintendent is requesting an RFP waiver for the procurement of this joint inspection of the Dix Bridge seeing as Saratoga County is in the lead and we are going with two quotes instead of three like our policy requires or one like Saratoga County requires. The County Attorney stated, or we are not procuring it at all in which case we agree to pay Saratoga County half of what they ask. A motion to grant waiver from the Procurement Policy for the inspection services on the Dix Bridge was moved by Mr. Haff and seconded by Mr. Campbell. Discussion. The Treasurer stated there is nothing in writing that states the County has to pay half the inspection fee. The County Attorney stated if we agree to pay then a contract is not needed. He added we do not need a contract, we need a bill. The motion to grant waiver from the Procurement Policy for the

inspection services on the Dix Bridge was moved by Mr. Haff, seconded by Mr. Campbell and adopted.

OTHER BUSINESS:

Mr. Haff suggested that resolutions for highway projects should identify the town the project is in. The County Attorney stated Marchiselli resolutions must be adopted as submitted with the paperwork and cannot be altered.

The meeting adjourned at 10:49 A.M.

Debra Prehoda, Clerk
Washington County Board of Supervisors

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Rich Nolan from the state highly recommends them and says they have a good service program.

This package does not include a computer, hot tip head, or laminator.

Package does include setup and service.

- good for cutting thicker reflective material.

we have (2) 1 and may be able to get by with them.



**Graphtec FC8600 -130 54" Cutting
Plotter_Washington County DPW**

Prepared For

Matt Austin

Washington County DPW

Created By

Bruce Watson

Grant Graphics

518-583-2818

bruce@grantgraphics.com

<http://www.grantgraphics.com>



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Services				
Name/Description	Price	Qty	Discount	Subtotal
Equipment Setup and Installation-Plotter	\$0.00 / 1	1		
<ul style="list-style-type: none"> • Complete assembly of plotter & accessories • Precise calibrations on all cut & optical alignments • Network & print server configuration set-up • Library of training sample files to illustrate all processes 				
Complete Workflow Training - Laminator	\$0.00 / 1	1		
<ul style="list-style-type: none"> • Training sessions by a skilled & experienced Grant Graphics training specialist • Training on all aspects of plotter operation • Professional course outline provided and step by step methodologies 				
			Subtotal:	

Products				
Name/Description	Price	Qty	Discount	Subtotal
Graphtec FC8600-130 54" Cutting Plotter	\$5,995.00	1	5.00%	\$5,695.25
<p>https://www.graphtecamerica.com/fc8600-1</p> <p>The FC8600 series is the flagship model of Graphtec America. Known around the world for its high precision cutting, and build quality, the FC8600 is the ultimate finishing solution for the signage, apparel, and automotive markets. Included Graphtec Pro Studio and Cutting Master 4 software provide all of the tools needed to create stunning print & cut signage, decals, apparel and more. Utilizing the strength of the Advanced Registration Mark Sensing system (ARMS), and its 600g of down force, even the most challenging medias such as high intensity reflective are cleanly cut.</p> <p>BEST PERFORMING CUTTER IN ITS CLASS</p> <p>FC8600 series premiere cutting plotter providing higher productivity and greater ease of use</p> <p>Fastest cutting speed in its class:</p> <p>58.5 inches per second (4ft 10.46 in/s, 1,485 mm/s) maximum cutting speed for the higher productivity.</p> <p>Highest cutting force in its class:</p> <p>5.88 N (600 gf) maximum cutting force for a wide variety of applications. Expands the range of possible cutting media such as thick film.</p> <p>Reliable long-length tracking:</p> <p>Guaranteed 50 ft tracking and accuracy. (*1)</p> <p>Includes basket and push rollers with 3 different pressure settings (*2) to provide a more stable media feed and to support a wider range of media.</p> <p>*1. Operated with Graphtec specified media and conditions.</p> <p>*2. The center push rollers have 3 pressure settings, the end push rollers have two pressure settings.</p> <p>Five sizes to match all requirements:</p> <p>The series includes cutting widths of 61 cm (24 in.) to 162 cm (64 in.).</p>				
(2) Additional Pinch Roller	\$255.00	2		\$510.00
For cutting reflective materials				
1.5 mm Blade Holder for Reflective Sheeting	\$138.00	1		\$138.00
1.5 mm Hi-Intensity 45 degree Reflective Blades (2 pack)	\$160.00	1		\$160.00

Shipping	\$288.00	1		\$288.00
Subtotal:				\$6,791.25
Subscriptions				
Name/Description	Price	Qty	Discount	Subtotal
Ongoing Support/ Warranty Program/ Graphtec Plotter	\$0.00 / Year	3		
<ul style="list-style-type: none"> • Instant/Full-time 800# phone support from certified specialists • 3 year factory warranty on plotter from day of installation (parts, labor & travel) • Certified Technicians available on site within 3-5 days of diagnosis • Software revision upgrades & firmware flashes at no charge 				
Subtotal:				

Total cost: **\$6,791.25**

SPECIAL NOTE: Please note that there are many details involved in getting you up and running with new equipment. We, at Grant Graphics, take great pride in our ability to consult you through all phases of this process. We encourage you to spend time understanding all elements and to ask good questions about how we will support you after the sale - for years to come:)

Skip Grant's Office Tour of Technology (A video)

NOTES:

*50% Deposit Required with Order - Balance Due at Installation

PO from Washington County required with order

*Financing is Available - Geneva Capital

Signed by:

Washington County DPW

Date