

PUBLIC WORKS COMMITTEE MEETING MINUTES
AUGUST 31, 2021

PUBLIC WORKS COMMITTEE MEMBERS PRESENT: Skellie, Rozell, Campbell, Haff, Fedler, Shaw, Wilson

PUBLIC WORKS COMMITTEE MEMBERS ABSENT: Hicks, Ferguson

SUPERVISORS: Henke, O'Brien, Griffith

Debra Prehoda, Clerk

Roger Wickes, County Attorney

Al Nolette, County Treasurer

Melissa Fitch, County Administrator

Deborah Donohue, Supt. Public Works

AGENDA AS PRESENTED IN COMMITTEE NOTICE:

1. Call to Order
2. Accept Minutes – July 27, 2021
3. Department Reports/Requests:
 - A. Sewer District
 - 1) Board of Commissioners' Appointments
 - a) Michael Fiorillo – Designee Re-appointment, Village of Hudson Falls Mayor
 - b) Daniel Washburn – Designee Re-appointment, Town of Kingsbury Supervisor
 - c) Timothy Fisher – Appointment, Town of Fort Edward Supervisor
 - B Department of Public Works
 - 1) Sale of Surplus – Shoulder Machine
 - 2) Herbicide Program Update
 - 3) Marchiselli – CR 10
 - 4) Request to Backfill Positions
 - a) Senior Engineer
 - b) Highway Worker 2 (3)
4. Other Business
5. Adjournment

Chairman Skellie called the meeting to order at 10:02 A.M.

A motion to accept the minutes of the July 27, 2021 meeting was moved by Mr. Wilson, seconded by Mrs. Fedler, and adopted.

SEWER DISTRICT:

- Sewer District Board of Commissioners' Appointments – A motion to reappoint Michael Fiorillo, designee Village of Hudson Falls Mayor, Daniel Washburn, designee Town of Kingsbury Supervisor and appoint Timothy Fisher, Supervisor Town of Fort Edward, was moved by Mrs. Fedler, seconded by Mr. Shaw, and adopted.

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

- Sale of Surplus Equipment – Shoulder Machine – A motion to declare surplus and send to auction, 1952 Shoulder Machine, was moved by Mr. Wilson and seconded by Mrs. Fedler. Discussion. The equipment will go to auction and towns can bid on it if interested. The Superintendent will send an email out to the towns letting them know this piece of equipment is going to auction and up for bid. A motion to declare surplus and send to auction, 1952 Shoulder Machine, was moved by Mr. Wilson, seconded by Mrs. Fedler, and adopted.

- Herbicide Program Update – DPW has a herbicide program that is going very well and improved the roadside. Some town highway superintendents have asked if the county would be willing to assist them with roadside weed control with many towns having poison parsnip along their roads and The Superintendent asked if the committee wanted to consider doing that. The County only sprays in the road right-of-way. If the county moves forward with helping the towns, the Superintendent suggested the towns send out a letter like the County does to landowners advising them that they plan to spray herbicide and if they have any questions to contact the town; the letter will be a town responsibility. The County only sends a letter to where they are going to spray. DPW has the equipment, chemicals/herbicide, trained staff for this program and working on a DOT license. The county would bill the towns and she does not have a cost yet, know how much time this will take and what towns plan to participate. Only spray where the guide wires are and you cannot mow. Committee consensus was to offer to the herbicide program to the towns and the Superintendent will work up a cost. Mr. Haff suggested this could be a possible shared services project.
- CR 10 - Marchiselli – This bridge project was completed last year. The budget amendment for this agreement has been done and just need to authorize this final Marchiselli agreement for the project. A motion to approve Marchiselli agreement for project CR 10 over the Poultney River in the amount of \$120,000 was moved by Mr. Rozell, seconded by Mr. Campbell, and adopted.
- Personnel – Backfill Requests:
 - Highway Worker II (3) – Three Highway Worker II (truck drivers) resigned and requesting to backfill. A motion to approve backfills, three (3) Highway Worker II positions, and forward to the Personnel Committee for consideration was moved by Mr. Wilson, seconded by Mrs. Fedler, and adopted.
 - Senior Engineer – The Senior Engineer has retired. Staff in the engineering departments consists of a Senior Engineer at a grade 26, Principal Engineering Tech grade 19 and Senior Engineering Tech grade 16. The Superintendent has spoken with the County Administrator and Personnel Officer about the best way to backfill this position for the department and requesting to backfill the Senior Engineer position at a grade 22 with the Principal Engineering Tech, backfill the Principal Engineering Tech with the Senior Engineering Tech and backfill the Senior Engineering Tech position vacant due to the promotion to Principal Engineering Tech. The 2022 DPW budget submission will include a new position in the Engineering Department staffing pattern, title and grade yet to be determined and the Senior Engineering Tech position will be eliminated. There is an employee in the department that will be sitting for the PE exam in October. Next year's savings with the changes to the engineering department are estimated to be around \$4,000. A motion to approve backfills, Senior Engineer and cascading backfills to Principal Engineering Tech and Senior Engineering Tech and forward to the Personnel Committee for consideration was moved by Mr. Campbell, seconded by Mrs. Fedler, and adopted. A motion to amend grade schedule to decrease Senior Engineer from a grade 26 to a grade 22 and forward to the Finance Committee was moved by Mr. Wilson, seconded by Mrs. Fedler, and adopted.

OTHER BUSINESS:

- New Snow and Ice Agreement with DOT – A five year agreement was approved two years ago which is based on a three year average and because we had a light winter last year, the new average is \$691,368.09, estimated expenditure. The County is paid for whatever we do whether it is more or less than that amount; no cap on the amount paid. Of the estimated

expenditure, the County is guaranteed \$463,216.62 if it did not snow at all. A motion to authorize signature of agreement between the County of Washington and the State of New York for the removal of snow and salting to control ice on state roads was moved by Mr. Campbell, seconded by Mr. Wilson, and adopted.

The meeting adjourned at 10:40 A.M.

Debra Prehoda, Clerk
Washington County Board of Supervisors