

PUBLIC WORKS COMMITTEE MEETING MINUTES
OCTOBER 27, 2020

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

PUBLIC WORKS COMMITTEE MEMBERS ABSENT: Rozell

SUPERVISORS: Hall, Henke, O'Brien, Hogan, Clary, Griffith

Debra Prehoda, Clerk

Roger Wickes, County Attorney

Chris DeBolt, County Administrator

Al Nolette, County Treasurer

Deborah Donohue, Supt. Public Works

Joe Brilling, Exec. Director Sewer District

AGENDA AS PRESENTED IN COMMITTEE NOTICE:

1. Call to Order
2. Accept Minutes – September 29, 2020
3. Department Reports/Requests:
 - A. Sewer District
 - 1) Compost Operator Provisional Appointment
 - 2) Update – Inter Municipal Agreement – Town of Kingsbury/Fort Edward
 - B. Department of Public Works
 - 1) Purchase of Sander
 - 2) Position Backfill Request
 - 3) Frame for CR113
 - 4) Snowmobiles in the Pit
 - 5) Truck Rebates for 2020
4. Other Business
5. Adjournment

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

A motion to accept the minutes of the September 29, 2020 meeting was moved by Mr. Campbell, seconded by Mr. Hicks and adopted.

SEWER DISTRICT – Joe Brilling, Executive Director, addressed the following agenda items:

- Compost Operator Provisional Appointment – The individual was appointed provisionally and required that the individual take a class/training but due to a medical emergency was unable to attend. Another class was scheduled for this spring but was cancelled due to COVID. He is requesting to extend this provisional appointment for another year. A motion to extend provisional appointment for another year was moved by Mr. Campbell and seconded by Mrs. Fedler. Melissa Fitch, Personnel Officer, stated currently there is a temporary Compost Operator and what the Sewer District Executive Director is requesting to do is backfill that position; yes, it will be a provisional appointment but not extending the provisional appointment or the probationary period. Backfilling a Compost Operator, a permanent appointment not temporary, and the person that was in that position retired. A motion to approve backfill, Compost Operator, was moved by Mr. Campbell and seconded by Mrs. Fedler, Mr. Ferguson, Mr. Hicks and Mr. Wilson. Discussion. The original motion and second to extend provisional appointment were withdrawn. The motion to approve backfill, Compost Operator, was moved by Mr. Campbell, seconded by Mrs. Fedler, Mr. Ferguson, Mr. Hicks and Mr. Wilson and adopted.
- Update – Inter Municipal Agreement – Towns of Kingsbury/Fort Edward – They are working on another IMA, intermunicipal agreement, to cover out of district users in the towns of Kingsbury and Fort Edward. Any of the IMAs that they have now that relates to out of district

users in his opinion are very confusing. Both towns have out of district users and are permit publicly owned sewer systems permitted by New York State and as such are responsible for the infrastructure they own and maintaining it. Currently in his opinion that is not being done appropriately so they are creating an intermunicipal agreement to have it on the record that they are being maintained by Washington County Sewer District #2. To fund that they are going to allocate much the same way they do with compost. They are going to allocate funds and Sewer District #2 is going to track their time, materials and costs and back charge that to whatever line they can create and he has spoken with the County Treasurer. They would take some of the revenue they get from out of district users and create a fund to track those costs. He wanted to make everyone aware he was doing this and make sure Sewer District #2 can track their time and costs appropriately and it will be easier with a budget line. The Sewer District will negotiate the intermunicipal agreements with the towns and then the County will need to approve. Informing us that he is going to proceed in this manner. Same as intermunicipal agreement with compost. He is not interested in raising rates for out of district users.

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

- Purchase of Sander – DPW would like to purchase this year a sander and snowblower for Buildings and Grounds and have the following quotes: \$5265 for sander and \$6322 snowblower for skid steer. A motion to approve purchase of sander and snowblower was moved by Mr. Campbell and seconded by Mr. Hicks and Mrs. Fedler. Discussion. The County Administrator stated the funding would come from the General Fund contingency. DPW purchases these through Car Pool and owns the equipment and charges Buildings and Grounds for their use. The snowblower goes on the skid steer out of Road Machinery so they would get the machinery rental. The motion to approve purchase of sander and snowblower was moved by Mr. Campbell, seconded by Mr. Hicks and Mrs. Fedler and adopted.
- Position Backfill Requests – Requesting several backfills due to retirements:
 - Highway Worker II retiring on 11/25 –
 - Highway Worker III retiring on 12/28 - Backfill the Highway Worker III and that would leave an opening for Highway Worker II
 - Foreman (Highway Supervisor II) retiring on 12/22 - backfill with Highway Supervisor I and probably backfill that position with a Highway Worker III leaving a Highway Worker III and Highway Worker II positions to be backfilled.A motion to move backfill requests to the Personnel Committee for consideration was moved by Mr. Campbell and seconded by Mrs. Fedler. Discussion. The Personnel Officer and Superintendent summarized the backfills: Three Highway Workers II on or after the date the retirement is effective, and the cascading positions: two Highway Worker III, one Highway Supervisor I and one Highway Supervisor II. The motion to move backfill requests to the Personnel Committee for consideration was moved by Mr. Campbell, seconded by Mrs. Fedler and adopted.
- Picture Frame for CR113 Project Display – The County Route 113 project is finished and she would like to purchase a frame to put some pictures in of the ribbon cutting ceremony and project for display in the Municipal Center. A motion to approve purchase of a picture frame to display pictures of CR113 project was moved by Mr. Wilson, seconded by Messrs. Ferguson and Campbell and adopted.
- Snowmobiles in the Pit – The Barnstormers Snowmobile Club wanted to have access through the pit where DPW actually utilizes it. She has met with Dave Perkins, representing the

Barnstormers Snowmobile Club, and she is not comfortable giving access to snowmobiling in DPW's portion of the pit; materials on the site (i.e. rebar) and don't want anyone to get injured and having issues with keeping people out of the pit. Roger Wickes, County Attorney, stated they asked to modify their trail through the pit – shorten it because they do go through the woods in a section of the pit that is not used currently. The major problem is they are the victim of other people's bad behaviors. Concerns with increasing activities at the pit. He stated the club will have to continue to go around the pit and not through it. The committee agreed with the Superintendent's decision. The snowmobile club can continue to do what they are doing but not go anywhere else.

- Truck Rebates for 2020 – Received settlement letter from Navistar for the trucks (5); rebates of \$10,000 per truck. The rebate expires on April 9, 2022 and the Superintendent put in for four (4) trucks in Public Works' 2021 budget and will apply four of the rebates. Trying to get clarification on ordering the fifth truck in the 2022 budget and does the rebate get applied on payment or at the time it is ordered because a truck ordered in 2022 probably will not be received by April 9, 2022.
- If and when DPW were to pave for the towns, the Superintendent is looking for consensus on how to approach that. Trying to preserve the County Road Machinery fund by the machinery rentals so would it be reasonable that the towns would pay the machinery rental on the paver and maybe take anything else out in kind or a different approach if this ever happens. Does the County need a policy? Mr. Campbell stated the committee needs more information to look at. Mr. Haff stated other departments are charged rental rates so it is reasonable to charge a town. Mr. Wilson stated we do need a policy. Mr. Hicks suggested a trial period to see how it works. The County has not paved roads for the towns but this topic has come up. The rental rate for the paver is \$103.88 per hour. The idea would be to help a town when the County was in an area not traveling all around the county to work. Mr. Campbell recommends policy first and then test it. Chairman Skellie stated develop a policy and bring it back to committee for consideration.

OTHER BUSINESS:

- Memorandum of Agreement with Warren County for Brine Maker – A motion to authorize the Chairman of the Board to sign memorandum of agreement with Warren County for the use of their brine making unit was moved by Mr. Wilson, seconded by Mrs. Fedler and adopted.
- Mr. Campbell stated the revenue from the rebates will be added to the 2021 budget and applied towards purchasing automatic transmission trucks and a patch machine.

The meeting adjourned at 10:52 A.M.

Debra Prehoda, Clerk
Washington County Board of Supervisors