

PUBLIC WORKS COMMITTEE MEETING MINUTES
JANUARY 30, 2017

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, Hogan

Debra Prehoda, Clerk

Roger Wickes, County Attorney

Chris DeBolt, County Administrator

Al Nolette, County Treasurer

Steve Haskins, DPW Superintendent

Todd Konifka, Deputy Supt. DPW

Public & Media

AGENDA AS PRESENTED IN COMMITTEE NOTICE:

1. Call to Order
2. Accept Minutes – November 29, 2016
3. Department Reports/Requests:
 - A. Sewer District
 - 1) Requests for Budget Amendments – 2016 & 2017
 - 2) DASNY Grant Award
 - 3) RFP – Feeder Street Rehab
 - * Recess to Highway Shop to View Glider & Military Trucks*
 - B. Department of Public Works
 - 1) Award Tree Removal Services
 - 2) Discuss Mowing Contracts
 - 3) Discuss Snow & Ice Policy
 - 4) Discuss Regional Highway Facility RFP
 - 5) Request Budget Amendment to Recognize Revenue – Sale of Equipment (\$9,810) and move to DM.5130.2070
4. Other Business
5. Adjournment

Chairman Pitts called the meeting to order at 10:00 A.M.

A motion to accept the minutes of the November 29, 2016 meeting was moved Mr. O'Brien, seconded by Mr. Shaw and adopted.

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

- Budget Amendments:
 - Equipment – In 2016 funds were budgeted for equipment purchases but they had difficulties getting pricing and the items were never ordered. Requesting to move funds from 2016 fund balance to 2017 equipment line in the amount of \$4,300. The funds are for a hoist to mount on a truck to lift pumps at the pump stations. A motion to amend budget moving \$4,300 from 2016 fund balance to 2017 equipment line for the purchase of equipment was moved by Mrs. Fedler, seconded by Mr. O'Brien and adopted.
 - EPG Grant – In 2015, the Sewer District was awarded an EPG Grant through the CFA process. This is a \$100,000 grant with a \$25,000 cost share. Requesting to establish the \$125,000 project because they are starting to move on it. EFC fronts \$50,000 of the \$100,000 grant and once everything is completed they send the remaining \$50,000. A motion to create budget for EPG grant project in the amount of \$125,000 was moved by Mr. O'Brien and seconded by Mrs. Fedler. Discussion. This is not expected to cross years and will not need to be set up as a capital project. He anticipates completion by September. The motion to create budget for EPG grant project in the amount of \$125,000 was moved by Mr. O'Brien, seconded by Mrs. Fedler and adopted.

- **DASNY Grant Award & RFP – Feeder Street Rehab** – The Sewer District had applied for a small sewer upgrade project on Feeder Street in Hudson Falls. Through the efforts of Kingsbury Town Supervisor Dana Hogan and Senator Little they were able to get a \$220,000 to \$225,000 grant to pay for upgrading a sewer line on Feeder Street. That line is a pinch point for the Sewer District's out of district users in Kingsbury and it has so far limited Kingsbury's ability to add new connections out there and this will solve some of that problem. Mr. Hogan praised Mr. Brillling for his efforts towards completing the necessary grant paperwork. Next is the RFP for engineering for the Feeder Street rehab work. He has not received a contract on this grant award yet. He plans to advertise the RFP for this project and will need a budget amendment in the coming months.
- **Update on Compost Facility** – The Sewer District has accepted the engineering report and begun to implement their recommendations for training and purchasing the equipment they suggested. Repairs have been completed to the mixing wagon and building a small conveyor system to take the material out of the mixing wagon. They are still making piles and have had only one failure in the last few months. They did find out that they can test a composite sample rather than every pile and this cuts down on the sampling costs. They are still hauling to the Finch Pruyn landfill. Mr. Haff questioned why the lights are always on at the facility. Mr. Brillling explained that they are old mercury vapor lights and uses more power to turn them on and off than just leaving them on. He noted that someone has to go to the facility once a day every day.

DPW MAINTENANCE SHOP – The meeting moved to the DPW Maintenance Shop where the committee viewed how the GPS system that was installed on the trucks works, viewed the work done with monies saved on purchases to make a new shop vehicle, viewed a glider kit truck that has been completed with a stainless steel box, viewed the work done to a surplus Army truck to turn it into a plow truck and viewed a truck purchased from Madison County.

DEPARTMENT OF PUBLIC WORKS – The committee returned to the Municipal Center and Steve Haskins, Superintendent of Public Works, addressed the following items with the committee, packet of handouts distributed, attached:

- **Award Tree Removal Services** – A motion to award bid for tree removal services to Bill Dornan's Outdoor Services, LLC at \$70 per hour was moved by Mr. Haff and seconded by Mr. Skellie. Discussion. Johnsons Landscape had the contract the last two years and Dornan had it previous to that. This bid came in \$5.00 per hour lower than last year's award. The award was written to allow Town Highway Departments, School Districts, Cemeteries and Fire Departments in Washington County to piggyback off this contract for any tree removal services they might need. The motion to award bid for tree removal services to Bill Dornan's Outdoor Services, LLC at \$70 per hour was moved by Mr. Haff, seconded by Mr. Skellie and adopted.
- **Mowing Contracts** – The packet includes a request from the Town of Kingsbury for a small increase for road side mowing. There has not been an increase in nine years and the proposal submitted is for about a 10% increase. The 10% increase would amount to about an additional \$3,000 expense for DPW. The mowing of one hundred and twenty four miles of County road is contracted out to the towns. The County mows one hundred sixty miles. A motion to approve 10% increase in town mowing rate per mile was moved by Mr. O'Brien and seconded by Mr. Gang. Discussion. Currently, the towns are paid \$245 per mile and he will add \$24.50 to that times the miles mowed. This is for two mowing's. The motion to approve 10% increase in town mowing rate (increased to \$269.50) was moved by Mr. O'Brien, seconded by Mr. Gang and adopted.

- Discuss Snow/Ice Policy – DPW Superintendent Haskins has worked with the County Attorney on the draft snow/ice policy wording and asked the committee to review for the next meeting. The intent is to clarify that we do not have a bare road policy and set a goal for the level of service that we will provide during a storm event which is primarily to keep the roads reasonably safe and center line visible so people can get out and about to get where they need to be but stopping short of saying there will not be any snow and that you are going to be able to drive to work the same in January as you do in July. The State does not have a bare road policy. The County Attorney stated the standard is reasonably safe to travel depending on the variables and time of the storm. If the police call in that a road is not safe, the road has to be looked at. Mr. Campbell mentioned the discussions that took place at the InterCounty Legislative Committee of the Adirondacks meeting on the use of salt. The Superintendent stated the target application rates are in the OPP (One Person Plowing) manual and he has reduced that amount by 10% from last year to this year. He is also trying out a new cutting edge and getting very positive feedback. This new cutting edge is giving us much better removal of the snow and this will also help with cutting back on the use of salt. Mr. O'Brien stated at the InterCounty meeting they also discussed brining the roads which cuts back on the use of salt. The Superintendent stated it does but it has to go on dry pavement ahead of the storm. Once the event starts, you cannot go out and brine the road surface. Mr. O'Brien stated but the brine will add to rot more than straight salt. Mr. Campbell asked if the County has more liability or less for having a snow/ice policy that currently does not exist. The County Attorney stated that the only thing worse than not have a policy is having one and not following it but the County has never had a bare road policy. The Superintendent stated no policy but the expectation of bare roads by the Highway Department and the public. There is no State bare road policy. The County Attorney stated he has no problem codifying what we are doing but if the County makes a change such as not doing the last round of plowing because the roads are reasonably safe then that is a change to what is currently being done and that change needs to be considered. Chairman Pitts stated there is the misconception out there that the County has a bare road policy and the question is how do we defuse that. The committee will review the draft policy for further discussion next month.
- Discuss Regional Highway Facility RFP – Item not discussed.
- Budget Amendment – Requesting that the proceeds from the four pieces of equipment auctioned, handout attached, be returned from the General Fund to the Highway equipment line in the amount of \$9,810.00. The Treasurer stated this requires a budget amendment; funds are taken in as revenue and need to recognize the revenue and increase the expense. Superintendent Haskins would like this money to come to the Highway budget to allow them to address other needs that were not budgeted. He is trying clean out unused, broken items that need to go so they can purchase some needed items like floor jacks; these items are needed as much as trucks. They are also looking to expand the use of GPS system on other vehicles. A motion to approve transferring funds from sale of equipment and forward to the Finance Committee for consideration was moved by Mr. Campbell, seconded by Mr. Gang and adopted.

OTHER BUSINESS:

- Glider Bids – Superintendent Haskins stated the glider bids were good for a period of one year and that one year is up in March. He would like the bid extended for one more year and the vendor is willing to do this. He will write a letter for the Chairman to sign to extend the bid for another year.

- Mr. Campbell commended Steve for seeing all this stuff through; Army trucks and glider kits. The tour showed us what comes to fruition when you do things like that. The equipment looked impressive and hopes we can do some more of that. He stated anytime we can get rid of stuff we do not need and turn it into an asset is a good deal for the County and he appreciates it. The Superintendent stated one Army truck is going to the Fort Edward barn and the other to the Putnam barn and the glider truck is going to the Granville barn. Mr. O'Brien stated he was impressed with the trucks.

A motion to adjourn was moved by Mrs. Fedler, seconded by Mr. Shaw and adopted.

The meeting adjourned at 11:26 A.M.

Respectfully submitted,

*Debra Prehoda, Clerk
Washington County Board of Supervisors*

Washington County Department of Public Works
Summary of Tree Removal Services Quotes

1/30/2017

| | |
|--|--------------------------|
| Johnsons Landscape | \$ 75.00 per hour |
| Bill Dornan's Outdoor Services, LLC | \$ 70.00 per hour |
| Goose Island Tree & Landscape | \$ 105.00 per hour |



Department of Public Works

Highways • Engineering

Steven D. Haskins, Superintendent

January 20, 2017

Request for Written Quotations For Tree Removal Services

The Washington County Department of Public Works is requesting quotations for the following service:

Tree removal at different locations in Washington County for the period of January 31, 2017 through December 31, 2017. The specific time and location of service to be determined by Washington County Department of Public Works Highway Maintenance Supervisors.

Vendors must provide:

1. Bucket truck (60') with qualified operator. Both truck and operator shall be in compliance with CFR 1910.269.
2. Saws, climbing gear, safety equipment, and any support not provided by the Owner.
3. Certificate of Insurance. General Liability Limits to be not less than \$1,000,000.00 per occurrence, Automotive Liability, All Autos of \$1,000,000.00, and Workers Compensation per New York State statute. Any deductible shall be the responsibility of the Contractor.
4. Per hour Rate.

Note: No extra charge for cancellation or early quitting. Contractor must present for signature daily a summary of services provided including location of service, size of tree, start time finish time. One copy to Supervisor daily, one copy turned in with invoice. DPW not responsible for lack of documentation.

Items to be provided by the Owner:

1. Traffic Control
2. Labor and equipment to remove Contractor downed limbs, brush, chipping of same, cutting of tree truck off stump and removal of wood from the worksite.

Please use the enclosed quotation form and return it by January 27, 2017 12:00 P.M. to:

Washington County Department of Public Works
383 Broadway
Fort Edward, New York 12828

Very truly yours,

Steven D. Haskins

County Municipal Center, Bldg. A, 383 Broadway, Fort Edward, NY 12828
518-746-2440 phone 518-746-2441 fax



Department of Public Works

Highways • Engineering

Steven D. Haskins, Superintendent

January 20, 2017

Written Quotations
Tree Removal Services
January 30, 2017 to December 31, 2017

Company Name: _____

Company Address: _____

Phone: _____ Fax: _____

Federal Tax Identification Number: _____

.....

I agree to provide tree removal services, as previously outlined, at different locations within Washington County for Washington County Department of Public Works and/or any of the Town Highway Departments, School Districts, Cemeteries and Fire Departments of Washington County New York. The time and location of service to be determined by the Washington County Highway Supervisor or the Entity representative, respectfully. After award and prior to commencement of work, vendor shall provide Certificate of Insurance and will attend kickoff meeting with the County to cover safety procedures.

Price per hour: \$ _____

Price in words: _____

Date: _____

Authorized Signature

Printed Name/Title

Accepted By: _____ Date: _____

Steven D. Haskins

County Municipal Center, Bldg. A, 383 Broadway, Fort Edward, NY 12828
518-746-2440 phone 518-746-2441 fax

Washington County DPW,

The Town Of Kingsbury is requesting a small increase for road side mowing for the upcoming season. The Town has not seen a raise in the contract for over 9 years. I have included some figures below to show how we came up with the increase thanks for your time.

200 hours for mowing two passes @ \$19.00 per hour for man = \$3800

360 gallons of fuel @ average of \$3.00 a gallon = \$1080

200 Pack of knives for mower = \$240.62

The current contract is \$4677.05 for the season with our costs now its \$5120.62.

Sincerely,

Michael Graham

DRAFT

Washington County Department of Public Works
County Highway Maintenance Snow and Ice Policy

01-25-17

Purpose:

To clarify that the county does not have a "bare" road policy and to establish a uniform policy for Snow and Ice Control that is easy to implement and communicate to the DPW Supervisors, to DPW truck operators, to Village police departments, to the county sheriff, to the State police, and to the public. Once adopted the policy should save taxpayer dollars based upon hitting milestones during the event and not attempting to "bare" or "wet" the road surface.

General:

It is recognized that it is not possible to provide a "bare" or "wet" pavement surface all of the time during snow and ice events. The interactive effects of pavement temperature, air temperature, event intensity, initial treatment, operational cycle time, traffic volume, road geometry, wind velocity, and solar energy have profound influence on the effectiveness of our snow and ice control measures. Our first priority during a storm event is to provide a visible centerline pavement marking. This policy was developed from current language in the NYSDOT Maintenance Guidelines for Snow and Ice Control.

Objective:

The objective of the Snow and Ice control operation is to provide the traveling public with a passable and reasonably safe pavement surface as much of the time as possible given the available resources and limitations imposed by weather conditions.

Goals:

Snow control goals will vary with traffic volume and other considerations. Plowing should begin as soon as there is enough snow on the pavement to plow. The intent is to provide a visible centerline for as much of the event duration as possible.

Ice control goals will vary with traffic volume and other considerations. There are two strategies used by Washington County Department of Public Works, they are Anti-icing and deicing.

Anti-icing is a strategy that places and maintains a sufficient quantity of ice control chemicals (Rock Salt) on the pavement surface before or very soon after precipitation or ice formation begins. This is done to prevent bonding of snow and or ice to the pavement.

Deicing is a strategy for dealing with snow and or ice that has already bonded to the pavement surface. Deicing is most effectively accomplished by spreading Rock Salt on the surface of bonded snow or ice.

Timely application of chemicals very early in a storm with appropriate follow-up applications will generally prevent pack from forming. When deicing sufficient time is necessary to allow the salt to work before plowing commences.



Questions? Problem? Help?

Bidding support is available M-F from 9 AM-5PM EST.
 Contact us or call (800) 536-1401 x131.

For customer service after 5PM EST and Saturdays
 10AM-5PM call 800-536-1401 option 1 from the menu



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Auction Information

Washington County #9410

ONLINE-ONLY AUCTION with 4 lots

Auction Bid Gallery

Bidding Starts: Wednesday,
 January 4, 2017 at 12:00:00 pm ET

Bidding Ends: Wednesday,
 January 18, 2017 between
 06:50:00 pm and 06:52:00 pm ET

See individual items for exact closing times.

Location: 385 Broadway, Fort Edward, Washington, NY 12828

Washington County #9410

All items closed

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Sort by View as

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|-----------|---|-----------------------|-------------|------------------|-------------------|--------|--------------|
| Lot #0001 |  | 2005 Henderson | #1 rigiddon | Current \$390.00 | Min. Bid \$400.00 | closed | More Info... |
|-----------|---|-----------------------|-------------|------------------|-------------------|--------|--------------|

| | | | | | | | |
|-----------|---|-------------------------|--------------|--------------------|---------------------|-----------------------------|--------------|
| Lot #0002 |  | 1970 Caterpillar | #1 RUNNINDOG | Current \$4,750.00 | Min. Bid \$4,800.00 | closed (bidding was extende | More Info... |
|-----------|---|-------------------------|--------------|--------------------|---------------------|-----------------------------|--------------|

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|-----------|---|---------------------------|----------------|--------------------|---------------------|--------|--------------|
| Lot #0003 |  | 2000 International | #1 Excavator99 | Current \$4,450.00 | Min. Bid \$4,500.00 | closed | More Info... |
|-----------|---|---------------------------|----------------|--------------------|---------------------|--------|--------------|

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|-----------|---|----------------------------|--------------|------------------|-------------------|--------|--------------|
| Lot #0004 |  | 1968 Marlow 6E75 6" | #1 mexico114 | Current \$220.00 | Min. Bid \$230.00 | closed | More Info... |
|-----------|---|----------------------------|--------------|------------------|-------------------|--------|--------------|