

PUBLIC WORKS COMMITTEE MEETING MINUTES  
JUNE 26, 2018

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

PUBLIC WORKS COMMITTEE MEMBERS ABSENT: None.

SUPERVISORS: Henke, LaPointe, Ferguson, Moore, Idleman, O'Brien, Hogan  
Debra Prehoda, Clerk Roger Wickes, County Attorney  
Al Nolette, County Treasurer Deborah Donohue, Supt. Public Works  
Jack McMillan, Deputy DPW Superintendent Joe Brilling, Exec. Director Sewer District  
Ty McLenithan, DPW Shop Manager Public & Media

AGENDA AS PRESENTED IN COMMITTEE NOTICE:

1. Call to Order
2. Accept Minutes – May 29, 2018
3. Department Reports/Requests:
  - A. Sewer District
    - 1) Request for Budget Amendment – UV System Repairs
    - 2) Request to Accept CT Male Agreement – FE 1A Grant Administration Services
  - B. Department of Public Works
    - 1) Road Project Updates
      - a) CR 75/40
      - b) County Paving
    - 2) Bridge Project Updates
      - a) CR74 Update – Cambridge
      - b) Church Street Bridge – Granville
      - c) CR113 – Battenkill – Easton/Greenwich
      - d) CR10 – Poultney River - Whitehall
    - 3) MS4 Grant Update
    - 4) Shop Updates – International Truck
    - 5) Miscellaneous
      - a) Safety Days
      - b) Highway School
      - c) Empire State Trails – Bike Trail
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 May 29, 2018 meeting was moved by Mr. Shay, seconded by Mr. Rozell and adopted.

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

- Budget Amendment – UV System Repairs - This is a sole source item and he will provide the necessary paperwork to comply with the Purchasing Policy. They needed a new module to have some redundancy there, spare parts, in the amount of \$13,200. It is part of the disinfection system. This request has not been addressed by the Commissioners yet but Commissioners in attendance concurred with purchase request. A motion to amend budget in the amount of \$13,200 from Capital Reserve Funds to purchase UV system spare component was moved by Mr. Campbell, seconded by Mr. Middleton and adopted.
- Accept CT Male Agreement – FE 1A Grant Administration Services – The Sewer District issued an RFQ (Request for Qualifications) for engineering and grant services. There are four different grants sources involved in this project. According to estimates this project could be as much as a \$5.4M project. They have up to \$4M in grant funding available. CT Male was awarded RFQ for grant administration in the amount of \$81,500 for the project; not to exceed \$78,000 in time and \$3,500 in direct expenses. The Commissioners have approved. This is for grant administration and maximizing the matching grant funding. Mr. Brilling stated the grants

are up to \$4.7M. This project is sewer, water and storm water separation. A motion to award grant administration to CT Male in the amount of \$81,500 was moved by Mr. Campbell, seconded by Mr. Shaw and adopted.

- Design and Construction Administration Oversight – FE 1A Project – Recommending award of design and construction administration oversight to Chazen Engineering in the amount of \$833,860. A motion to approve award to Chazen Engineering for design and construction administration oversight FE 1A Project was moved by Mr. Campbell and seconded by Mr. Skellie. Discussion. Chazen was also chosen through the RFQ process. They had multiple submittals of qualifications and selected Chazen. The Treasurer asked how at this dollar level do we not have to RFP this. Mr. Brillig stated the RFQ was issued prior to the newly adopted Purchasing Policy. He stated the Sewer District has always issued RFQs. The Treasurer stated we also have a State audit report based on the things we have always done. He is trying to understand how we can do this without an RFP. The motion to approve award to Chazen Engineering for design and construction administration oversight FE 1A Project was moved by Mr. Campbell, seconded by Mr. Skellie and adopted. Mr. Haff opposed. Mr. Brillig stated he has had discussions with the County Administrator on future RFP and RFQs. The Treasurer stated don't be surprised if you get slammed on this one.
- Appointments to the Board of Commissioners – Appointees are Edward Carpenter, Village of Fort Edward resident and James Maskell, Town of Fort Edward resident. These are three-year terms with elected officials starting January 1 and others as of April 1. A motion to appoint Edward Carpenter, Village of Fort Edward resident, and James Maskell, Town of Fort Edward resident to the Sewer District Board of Commissioners with a term expiring March 31, 2021 was moved by Mr. Middleton, seconded by Mr. Shay and adopted.

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

- Bridge Project Updates:
  - CR74 S & N Update – Cambridge - photos displayed. Two bridges coming along nicely. Beams expected to be delivered next week.
  - CR52 – Culvert Replacement – photo displayed.
  - Church Street Bridge, Granville – Resolution No. 254 dated November 17, 2017 authorized purchase of real estate located in the village of Granville adjacent to the Church Street bridge and amended the budget for this purchase. The sale was not finalized by year end and need to re-appropriate funding to move forward with the purchase in 2018. A final closing amount is needed. A motion to amend County Road Fund budget to pay for the purchase of properties adjacent to the Church St. bridge was moved by Mr. Campbell, and seconded by Mr. Haff. Discussion. The closing on the properties has not happened yet because it is wrapped up in a guardianship. The closing amount will be presented at the Finance Committee meeting. The motion to amend County Road Fund budget to pay for the purchase of properties adjacent to the Church Street bridge was moved by Mr. Campbell, seconded by Mr. Haff and adopted. Closing amount at Finance Committee.
  - CR113 Battenkill – Easton/Greenwich – H&V need some issues fixed with the deed. Unlikely the project will begin this year. She spoke with GPI and as long as bid goes out this year then the County should be in no jeopardy of losing funding. Project is moving along.
  - CR 10 – Poultney River – Whitehall – Advertising date for this bridge replacement project is October for replacement next year. The State of Vermont is doing most of the work.

- Empire State Trail in Greenwich – Requesting a resolution that facilitates the County as lead agency, proposed resolution attached. A motion to establish County as Lead Agency for proposed Fort Miller Road over Slocum Creek pedestrian bridge replacement project was moved by Mr. Shay, seconded by Mr. Campbell and adopted.
- Road Project Updates:
  - CR75/40 – Received a grant for this work scheduled for September 2018.
  - County Paving on Co. Rt. 31 in Hebron, Co. Rt. 61 in Jackson, Co. Rt. 62 and working on Co. Rt. 16.
- MS4 Grant Update – This is a new requirement for our stormwater mapping system to be digital, handout attached. The County could apply for a NYS DEC WQIP grant that is part of the CFA process with a July deadline. The County would need to upfront the cost of hiring the consultant to do the mapping approximately \$115,000. The local match on this project is \$66,250 that can be done in-kind; personnel and machinery. The Treasurer stated a grant meeting is needed and stated the Lake Champlain Lake George Regional Planning Board will apply on the County's behalf. This would not be budgeted until awarded. The project includes the purchase of a vacuum pump trailer that cleans out storm drains. The County currently owns a vacuum pump but it does not meet the villages needs. It was stated in initial discussion that possibly the Town of Kingsbury is interested in owning it but Supervisor Hogan stated it should be county owned, they manage it and it is used countywide. A motion to approve applying for WQIP MS4 grant for stormwater mapping project was moved by Mr. Campbell, seconded by Mr. Middleton and adopted.
- Miscellaneous:
  - Safety Days – over 200 people trained at six stations.
  - Highway School – The DPW Superintendent and two employees attended highway school and learned about reducing speeds on roads, managing purchasing of new equipment, etc. She thanked the committee for allowing them to attend.
- Shop Updates – Ty McLenithan, DPW Shop Manager, addressed the following items with the committee:
  - International Truck Frame Extension – They thought they had an issue with the International frame extensions, they don't use them to mount the plows. They have an extension on the spring hangers. The bid was written to include frame extensions to mount plows. The DPW Superintendent, Deputy Superintendent, Shop Manager, and Road Foreman met with the Purchasing Coordinator and resolved this matter; no action required.
  - No Power at the Cambridge Barn to the Salt Shed – There was a billing problem and NiMo shut the power off; bills not received. This has been turned over to a collection agency and includes sales tax. Looking for authorization to pay stale voucher and the Treasurer indicated that he will address the sales tax issue. A motion to authorize payment of stale voucher was moved by Mr. Campbell and seconded by Mr. Shay. Discussion. The bill is approximately \$300 with approximately \$23 in sales tax. The motion to authorize payment of stale voucher was moved by Mr. Campbell, seconded by Mr. Shay and adopted. This will be forwarded to the Audit Committee for consideration.
  - Working with Purchasing to get DPW bidding in order. He feels they are making a lot of progress in bidding. He does not believe resolutions were adopted to allow DPW to use bidding agencies; NJPA, GSA and US Communities. Without the County Administrator present, Chairwoman Fedler recommends forwarding to the

Finance Committee. A motion to forward DPW bidding agencies to the Finance Committee for consideration was moved by Mr. Campbell, seconded by Mr. Shay and adopted.

- AC machine in the shop is failing, the vacuum pump is not working and have repaired it twice. It is usually gone for three or four months for repairs which would be all summer. Quotes to purchase a new AC machine attached. The machine listed on the bottom of the handout would do both the current and new Freon. This is used to service air conditioners in vehicles and trucks. Requesting to replace the current AC R134A machine and prefers the Mac Tools quoted at \$3,899.99. Will need to purchase another machine for the new Freon. He has funds in the budget for the Mac Tools A/C machine. A motion to approve purchase of A/C machine from Mac Tools at \$3,899.99 was moved by Mr. Shay and seconded by Mr. Hicks. Discussion. He will get a quote to rebuild the old Freon machine. The motion to approve purchase of A/C machine from Mac Tools at \$3,899.99 was moved by Mr. Shay, seconded by Mr. Hicks and adopted.

#### OTHER BUSINESS:

Washington County DPW Round 13WQIP Grant – The grant lists the work on McKie Hollow Road in the town of White Creek at \$17,760 and the materials were quoted at \$20,000. When there is a difference between the grant and quote should the County front the money, or have the town come up with that money ahead of time. The Treasurer stated buy in bulk and charge the town back for their portion.

Co. Rt. 12 – Mr. Rozell stated DPW should look at Co. Rt. 12 were they put a new bridge in last year, the Mettowee changed directions and the water is coming right into the base of the road.

\$25,000 Grant – This grant came up unexpectedly last week and can be put toward doing full depth replacement on a project they are already working on. A motion to authorize applying for \$25,000 grant for full depth replacement was moved by Mr. Campbell, seconded by Mr. Middleton and adopted.

Thanked Jack McMillan for his service during this interim period.

EXECUTIVE SESSION – A motion to enter an executive session to discuss potential litigation was moved by Mr. Middleton, seconded by Mr. Campbell and adopted. A motion to return to regular session was moved by Mr. Shay, seconded by Messrs. Rozell and Campbell and adopted. No action taken in executive session.

Transfer Stations contract deadline – July 22<sup>nd</sup>.

The meeting adjourned at 11:26 A.M.

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

Resolution No. 254 November 17, 2017

By Supervisors Campbell, LaPointe, Idleman, Haff, O'Brien, Fedler, Shaw, Hogan

TITLE: To Authorize Purchase of Real Estate Located in the Village of Granville Adjacent to the Church St. Bridge

WHEREAS, property located at 34 Church St., 41 Church St. and 1 Water St. in the Village of Granville is available for purchase by the County, and

WHEREAS, the sale of this property by the owner's guardian was approved by the Washington County Court in an order dated October 12, 2017, and

WHEREAS, the approved purchase prices for the properties are: 34 Church St. \$8,500, 41 Church St. \$9,000 and 1 Water St. \$48,000 for an aggregate total of \$65,500, and

WHEREAS, the Superintendent of Public Works and the Finance Committee have recommended the purchase of these properties due to their proximity to the County owned Church St. bridge and the need for future construction in that area, and

WHEREAS, a budget amendment to move existing funds to pay for the purchase is necessary; now therefore be it

RESOLVED, that the County Treasurer is hereby authorized to make the following budget amendment:

<b>COUNTY ROAD FUND</b>		
<u>Increase Appropriation:</u>		
(No. to be assigned by Treas.)	Purchase of Land	65,500
<i>Cratic: → 0.5000 - 5120.2005</i>	<i>(Right of Way)</i>	
<u>Decrease Appropriation:</u>		
✓ D.5000.5120.402	Bridge Projects	65,500

;and be it further

RESOLVED, that the Chairman of the Board of Supervisors is hereby authorized to execute those documents necessary for purchase in a form approved by the County Attorney; and be it further

RESOLVED, that the Treasurer is hereby authorized to make payment to the seller upon presentment of the deed and appropriate documentation.

BUDGET IMPACT STATEMENT: Purchase funds as stated herein.

**WHEREAS** the County Board of Supervisors has agreed to sponsor the Fort Miller Road over Slocum Creek Pedestrian Bridge Replacement Project, Town of Greenwich, Washington County, and

**WHEREAS** the County's consulting engineer, Creighton Manning Engineering, has advised the County Board of Supervisors that the proposed Project is a SEQRA Type II Action in accordance with the rules and regulations of the State Environmental Quality Review Act (SEQRA), and

**WHEREAS**, the County Board is duly qualified to act as Lead Agency for compliance with SEQRA which requires environmental review of certain actions undertaken by local governments and in accordance with the coordinated review procedures of SEQRA, the County Board of Supervisors wishes to be designated as the SEQRA Lead Agency for the proposed Project; now, therefore, be it

**RESOLVED** that the County Board of Supervisors of Washington County hereby indicates its wish to be Lead Agency for SEQRA review of the proposed Fort Miller Road over Slocum Creek Pedestrian Bridge Replacement Project; and be it further

**RESOLVED** that the County Board of Supervisors of Washington County authorizes and directs the Washington County's Chairman of the Board of Supervisors to send a copy of the Short Environmental Assessment Form Part I, along with a certified copy of this resolution stating the County Board of Supervisor's intention to be declared as Lead Agency, to any and all communities or agencies that it is necessary to give written notice to in accordance with New York State Law, including the New York State Department of Environmental Conservation, New York State Department of Transportation, and New York State Office of Parks, Recreation and Historic Preservation.



Deborah Donohue &lt;ddonohue@co.washington.ny.us&gt;

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**FW: MS4 grant meeting**

1 message

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**Beth Gilles** <bgilles\_rpb@verizon.net>  
Reply-To: bgilles\_rpb@verizon.net  
To: ddonohue@co.washington.ny.us

Thu, May 31, 2018 at 11:21 AM

He Deb,

Sorry, typed your address in wrong to the first one!

Beth Gilles

Assistant Director

Lake Champlain – Lake George Regional Planning Board

PO Box 765

Lake George, NY 12845

Ph: (518) 668-5773 Fax: (518) 668-5774

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**From:** Beth Gilles [mailto:bgilles\_rpb@verizon.net]  
**Sent:** Thursday, May 31, 2018 11:19 AM  
**To:** Chris DeBolt <cdebolt@co.washington.ny.us>  
**Cc:** 'dhogan@co.washington.ny.us' <dhogan@co.washington.ny.us>; 'ddonohue@co.washington.ny.gov' <ddonohue@co.washington.ny.gov>; 'Scott Tracy' <stracy@co.washington.ny.us>  
**Subject:** MS4 grant meeting

Hi Chris,

I just had a meeting with the Highway Superintendents from Kingsbury, Hudson Falls, and the Town and Village of Fort Edward, as well as Dana, Deb and Scott. We talked about the MS4 grant that I had mentioned to you earlier. We had a good discussion on the needs of the municipalities for their MS4 Programs and how we can best capitalize on the currently open NYS DEC WQIP grant.

The MS4 grant has two categories that can be applied for: mapping and the purchase of a vacuum trailer. The municipalities decided that they are interested in applying for both (which can be done in one application).

Work for the mapping portion will include the procurement of an outside firm to complete the separate stormwater sewer mapping up to the standards of the NYSDEC. The DEC would like all MS4s to have digital maps, so after the consultant completes the mapping we would be looking to the County Office of Real Property to house the digital layers for the maps (as none of the municipalities have GIS capabilities). I don't foresee it being a large burden for them, but it certainly warrants a conversation of their willingness to assist.

We discussed, in length, the purchase of a new vacuum trailer for the MS4s to utilize in maintaining their subsurface infrastructure. The Town of Kingsbury expressed a willingness to purchase and house the new trailer, however there are still many details that need to be worked out on that end.

So, moving forward, we would like to see if the County is willing to be the applicant for the grant. I have put together a preliminary budget and we are looking at a total project cost of \$331,250, with \$265,000 in grant funds and \$66,250 in local match. As the applicant, the county would upfront the cost of hiring the consultant to do the mapping (approximately \$115,000). If it works out that Kingsbury is interested in purchasing and owning the vac trailer, then the Town would upfront that cost (we're estimating \$150,000 for that, however I will look around and see what they are going for, although I think we're in the ballpark). We are hoping to achieve all of the local match using in-kind services.

The NYSDEC WQIP grants are part of the CFA, so the grant will need to be applied for within that system. As part of the application the DEC requests letters of commitments from the municipalities who are not the applicant. The Towns requested that I get the letters to them as soon as possible, so I will draft those and can send them out today, however, if you think I should hold off until the County approves being the applicant, please let me know. I'm not certain what needs to be done at the County level for approval to apply, but let me know if you need any more information from me.

Feel free to let me know if you have any questions.

Thanks,

Beth

Beth Gilles

Assistant Director

Lake Champlain – Lake George Regional Planning Board

PO Box 765

Lake George, NY 12845

Ph: (518) 668-5773 Fax: (518) 668-5774

## **a/c machine quotes**

Robinair model #34988NI

Fully automatic

1. Wellers Auto parts \$4517.99
2. Grainger \$4814.97
3. Mac Tools \$5399.99
4. Snap On Tools \$4700.00

Robinair model #34788NI

1. Wellers Auto Parts \$3999.99
2. Grainger \$4392.80
3. Mac Tools \$3899.99

## **Dual Machine quotes**

Will do current R134A Freon and new R1234YF

1. Snap On Tools Polartek EEAC334 \$12600.00
2. Mac Tools CPS CPSFX3030 \$10095.00

Water Quality Improvement Program WQIP

WASHINGTON CO DPW ROUND 13 WQIP APPLICATION INFO

Town	Road Jurisdiction	Road Name	Issue	Solution	Waterbody	TMDL or PWL?	In Report	Cost
White Creek	County	Meeting House Rd & Co. Rte 68	road actively sliding into stream because of the presence of a double oxbow - losing road and land	need to extend cross culvert for discharge to redirect water away from eroding bank, stabilize outer bank and roadside	Little White Creek - direct	No - unassessed Trout Stream	No	\$100,000
Hudson Falls (V)	County	Burgoyne Ave (Co. Rte 37)			Feeder Canal	MS4 area priority pollutant silt/sed	Priority waterbody in Co & Village SWMPP	\$50,000
Whitehall	County	Co. Rte 10	Active road slide within 200 yds of Poultney River	Stabilize slide	trib to Lower Poultney River	Yes - TMDL & Impaired seg	No	\$60,000
Fort Ann	County	Co. Rte 32	Roadside erosion entering Lake George. Eroding beach	Installation of trench drain, catch basin and vegetated buffer	Lake George	Yes - Impaired for silt/sed	No	\$20,000
Argyle	County	Co. Rte 48	Roadbank sliding into lake	Stabilize toe of slope	Cossayuna Lake	Yes - Impaired for silt/sed	No	\$15,000
Putnam	Town & County	Glenbernie Rd & Co. Rte 1	Continual erosion along roadsides depositing sediment into Lake George	Swales, sediment basins, check dams - stabilize roadsides and reduce water velocity	Lake George	Yes - Impaired for silt/sed	Yes - Army Corps of Engineers	\$53,000
Fort Ann	Town	X Mattison Road	Road actively sliding into stream - causing road closures	Install new culvert and stabilization of roadside bank	Halfway Creek	Stressed	No	\$50,000
Easton	Town	Herrington Hill	Ditch line actively eroding into Fly Creek	Install sediment basins and slurry mix	Fly Creek - trib to Battenkill	No known impact - Trout Stream	No	\$10,000
White Creek	Town	McKie Hollow Road	Destabilized bank <i>multiplate pipe</i>	Stabilize bank	Owl Kill	No known impact - Trout Stream	No	\$17,760 <i>Quote \$20k</i>
Jackson	Town	Murphy Lane	Steep road with lots of erosion	Installation of sediment basins to capture sediment and slow water velocity	trib to Lake Lauderdale	Stressed	No	\$10,000
								\$385,760

2019

2019

2017  
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2018

DONE

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