

AGENDA

Department of Public Works
County Facilities - Buildings and Grounds
July 3, 2013 – 9:30 am

- 1.) CALL MEETING TO ORDER.....Ch. Dan Girard

- 2.) OLD BUSINESS
 - B.) Municipal Center – front entrance – update F. Morehouse

- 3.) NEW BUSINESS
 - A.) Resolution Request – Night Cleaning Position J. Tennyson

- 4.) REFERRALS – (pg. 2)

- 5.) PRIVILEGE OF THE FLOOR..... Ch. Dan Girard

- 6.) ADJOURNMENTCh. Dan Girard

RESOLUTION REQUEST FORM NO. 11

Request to Create New Position

DEPARTMENT NAME: Dept. of Public Works

DATE: 07/03/2013

- (a) Title of Requested Position: Cleaner #11
- (b) Annual **Base** Salary (and Grade if Applicable): \$23,706
- (c) Effective Date for New Position:* 07/19/2013
*Please do not backdate unless the purpose is to correct an error.
- (d) List Any Position in the Department=s Table of Organization Being Deleted as a Result of this Request: (Include annual salary and grade if applicable): Laborer #43
- (e) Where are Funds in the Budget for this Position? List Budget Code, Object Code, Full Title and Amount: A.1620 110 Laborer #43
- (f) Has Personnel Officer Reviewed and Approved of the New Position Title? (This is necessary **BEFORE** bringing the request to committees.) yes
- (g) Is this a mandated position? If so, please explain: no
- (h) Is there expected revenue from this position? If so, please explain: no

WARREN COUNTY FACILITIES COMMITTEE MEETING

**Wednesday, July 3, 2013
9:30 am**

AIRPORT AGENDA

**CALL TO ORDER.....Chairman Daniel J. Girard
APPROVAL OF MINUTES.....Chairman Daniel J. Girard
NEW BUSINESS.....Chairman Daniel J. Girard**

GRANT APPLICATIONS

**pg 1 RR – To authorize the Airport Manager submit a grant application to the FAA/NYS DOT
for the Runway 30 Land/Easement Acquisition Project H325.
... Airport Manager Ross Dubarry**

**pg 2 RR – To authorize the Airport Manager submit a grant application to the FAA/NYS DOT
for the Runway 1 Obstruction Removal Project H335.
... Airport Manager Ross Dubarry**

RESOLUTION REQUEST(S)

**pg 5 RR – To establish the 2013 Premium Parking Pass rate for the Adirondack Hot Air
Balloon Festival.
... Airport Manager Ross Dubarry**

TRAVEL REQUESTS

N/A

ITEMS OF INTEREST

N/A

**OLD BUSINESS.....Chairman Daniel J. Girard
REFERRALS.....pg 7.....Chairman Daniel J. Girard
PRIVILEGE OF THE FLOOR.....Chairman Daniel J. Girard
ADJOURNMENT.....Chairman Daniel J. Girard**

RESOLUTION REQUEST FORM NO. 5

Request to Apply for a Grant Application and Grant Agreement

DEPARTMENT NAME: DPW - Airport

DATE: 7/3/2013

- (a) Purpose of Grant: To purchase land and avigation easements to ultimately clear and protect the approach to runway 30. Prior resolutions for this project are as follows: 100 of 2011; 429 of 2011; 439 of 2011; 621 of 2011; 726 of 2012; 339 of 2013
- (b) Name of Grantor: FAA/NYS DOT
- (c) Address of Grantor: FAA – NYADO, 600 Old Country Road, Suite 446, Garden City, NY 11530
- (d) Grantor’s Contact Person and Telephone Number: Mr. Steven Urllass, NYADO Manager, (516) 227-3803
- (e) Has or Will the Grant Application or Grant Agreement be provided, if so, Please Attach?: Has Been Provided
- (f) Effective Date of Grant: When Approved
- (g) Termination Date of Grant: When Complete
- (h) Total Dollar Amount Involved (not to exceed): \$1,111,000
- (i) Deadline to Submit Grant Application and/or Grant Agreement: N/A
- (j) Is a Budget amendment required? No If yes, also complete and submit Form No. 7.
- (k) Are the funds to go into a Capital Project or Capital Reserve Project? Yes If yes, also complete and submit Form No. 8 or Form No. 9, as applicable.
- (l) Is a local share Required? Yes? If yes, Where are the Funds? List Budget Code, (with title), Object Code (with title), and Amount: OR Capital Project OR Capital Reserve Project Number, and Title, and Amount: H325.9550 280 Avigation Easement-Runway 30, \$55,550

RESOLUTION REQUEST FORM NO. 5

Request to Apply for a Grant Application and Grant Agreement

DEPARTMENT NAME: DPW - Airport

DATE: 7/3/2013

- (a) Purpose of Grant: Construction project to remove approximately 70 acres of tree in the approach to runway 1, install 3 obstruction light towers, and landscape a vegetative buffer along Queensbury Avenue. Prior resolutions for this project are as follows: 434 of 2011; 369 of 2012; 602 of 2012; 609 of 2012; 289 of 2013; 347 of 2013.
- (b) Name of Grantor: FAA/NYS DOT
- (c) Address of Grantor: FAA – NYADO, 600 Old Country Road, Suite 446, Garden City, NY 11530
- (d) Grantor’s Contact Person and Telephone Number: Mr. Steven Urlass, NYADO Manager, (516) 227-3803
- (e) Has or Will the Grant Application or Grant Agreement be provided, if so, Please Attach?: Has Been Provided
- (f) Effective Date of Grant: When Approved
- (g) Termination Date of Grant: When Complete
- (h) Total Dollar Amount Involved (not to exceed): \$1,150,000
- (i) Deadline to Submit Grant Application and/or Grant Agreement: N/A
- (j) Is a Budget amendment required? No If yes, also complete and submit Form No. 7.
- (k) Are the funds to go into a Capital Project or Capital Reserve Project? Yes If yes, also complete and submit Form No. 8 or Form No. 9, as applicable.

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- (1) Is a local share Required? Yes? If yes, Where are the Funds? List Budget Code, (with title), Object Code (with title), and Amount: OR Capital Project OR Capital Reserve Project Number, and Title, and Amount: H335.9550 280 Runway 1 Obstruction Removal, \$57,500

WARREN COUNTY
 BID TABULATION SHEET

BID NO: WC 39-13 ITEM(S): RUNWAY I END OBSTRUCTION REMOVAL AT THE FLOYD BENNETT MEMORIAL AIRPORT DATE: JUNE 12, 2013 TIME: 3:00 PM.	NAME & ADDRESS OF BIDDER		NAME & ADDRESS OF BIDDER		NAME & ADDRESS OF BIDDER		NAME & ADDRESS OF BIDDER		NAME & ADDRESS OF BIDDER		
	NAME & ADDRESS OF BIDDER	BID PRICE	NAME & ADDRESS OF BIDDER	BID PRICE	NAME & ADDRESS OF BIDDER	BID PRICE	NAME & ADDRESS OF BIDDER	BID PRICE	NAME & ADDRESS OF BIDDER	BID PRICE	
	Downes Tree Service Co. Inc. Attn: Peter Downes 65 Royal Avenue Hawthorne, NJ 07506 Ph: 973-238-9800 Fx: 973-238-0222		Galusha & Sons, LLC Attn: Daniel Galusha 426 Dix Avenue PO Box 4787 Queensbury, NY 12804 Ph: 518-761-0400 Fx: 518-761-0707		Zoladz Construction Co., Inc. Attn: Thomas Dougherty 13600 Railroad Street PO Box 157 Alden, NY 14004 Ph: 716-937-6575 Fx: 716-937-6369		Terry Tree Service, LLC Attn: Timothy Pope 225 Ballantyne Road Rochester, NY 14623 Ph: 585-436-2900 Fx: 585-783-1209		Gozzer Corporation Attn: Theodore Papakonstantinou 1043 Broadway Albany, NY 12204 Ph: 877-769-3034 Fx: 646-895-7507		Northern Tree Services, Inc. Attn: Philip Cambo 1290 Park Street PO Box 790 Palmer, MA 01069 Ph: 800-232-6132 Fx: 413-283-5132
DESCRIPTION OF ITEM											
BID TOTAL:	\$998,801.00	\$1,320,699.20	\$1,508,665.42	\$1,529,278.75	\$1,590,482.00	\$2,131,435.05					
BID AWARDED TO:											
	RESOLUTION NO. OF 2013										
JULIE A. PACYNA, PURCHASING AGENT	TERM: Execution of Agreement through Completion of the Project										

RESOLUTION REQUEST FORM NO. 20

MISCELLANEOUS

**Please List All Other Requests Not Covered by Previous Resolution Request Forms Here.
Please attach any backup information available and be as detailed as possible.*

DEPARTMENT NAME: DPW - Airport

DATE: 7/3/2013

- (a) Purpose of Request: To establish the Premium Parking Pass rate for the 2013 Adirondack Hot Air Balloon Festival.

- (b) Details: To authorize the Superintendent of the Department of Public Works to establish procedures and collect a fee during the Adirondack Balloon Festival at the Floyd Bennett Memorial Airport for premium parking passes to defray some of the salary and overtime costs incurred by the Department of Public Works for personnel who work during the Adirondack Balloon Festival

- (c) Previous Resolution Number: 374 of 2012

Warren County Board of Supervisors

RESOLUTION NO. 374 OF 2012

Resolution introduced by Supervisors Girard, Thomas, Loeb, Westcott and Mason

AUTHORIZING THE SUPERINTENDENT OF THE DEPARTMENT OF PUBLIC WORKS TO CHARGE A PREFERRED PARKING FEE DURING THE ADIRONDACK BALLOON FESTIVAL AT THE FLOYD BENNETT MEMORIAL AIRPORT

WHEREAS, in order to defray the costs of salary and overtime for Department of Public Works personnel who work during the Adirondack Balloon Festival, the County Facilities Committee has determined that a portion of this expense can be reduced by establishing a charge for preferred parking passes in certain parking lots for the Adirondack Balloon Festival, and

WHEREAS, the County Facilities Committee is recommending that the Superintendent of the Department of Public Works be allowed to establish procedures and collect a fee of Fifteen Dollars (\$15) per vehicle during the Adirondack Balloon Festival for a preferred parking pass, now, therefore, be it

RESOLVED, that the Warren County Board of Supervisors hereby authorizes the Superintendent of the Department of Public Works to establish procedures and collect a fee of Fifteen Dollars (\$15) per vehicle during the Adirondack Balloon Festival at the Floyd Bennett Memorial Airport for preferred parking passes to defray some of the salary and overtime costs incurred by the Department of Public Works for personnel who work during the Adirondack Balloon Festival, and be it further

RESOLVED, that the Warren County Board of Supervisors hereby directs that all revenue collected for the preferred parking pass be transmitted to the Treasurer and be posted to Budget Code A.5610 2566 Airport (DPW), Parking Fees.

REFERRALS - JUNE/JULY 2013

AIRPORT:

- 1) Request to establish a Task Force to assess the 2002 Master Plan for the Airport and to hold a public hearing to discuss the Airport expansion projects. (07.31.12)
- 2) Committee to review proposal prepared by Mr. Westcott relative to the Airport to be discussed at a later date (01.29.13).
- 3) Mr. Dubarry to contact Mr. Schermerhorn to determine his intentions for the conceptual drawings for the office space and restaurant and if Mr. Schermerhorn intends to move forward, to invite him to the next Committee meeting to present the conceptual drawings. (05.01.13)

“DRAFT”

**RESOLUTION ESTABLISHING “FLOYD BENNETT MEMORIAL
AIRPORT ADVISORY COMMITTEE”**

WHEREAS, the Warren County owned Floyd Bennett Memorial Airport (“Airport”) is an integral component of Warren County, its history and local and regional economy and the Airport presents enormous potential future benefits for Warren County, its residents and businesses, and

WHEREAS, the Warren County Board of Supervisors has recently extended the Fixed Base Operator agreement for management of the Airport with Schermerhorn Aviation II, Inc. for an additional five (5) year term through December 31, 2018, and

WHEREAS, Warren County is presently undertaking projects to expand the length of the runways at the Airport with the main objective of attracting larger capacity aircraft which will benefit Warren County’s current manufacturing and tourism and industries and may lead to further economic benefits for Warren County, and

WHEREAS, the Board of Supervisors recognizes that there are individuals in Warren County who possess unique knowledge, skill and expertise in certain aspects of the Airport including Airport functioning and operation as well as the potential benefits to be derived from any future expansion of the Airport, now, therefore, be it

RESOLVED, that the Warren County Board Supervisors hereby establishes an Ad Hoc “Floyd Bennett Memorial Airport Advisory Committee” (“Committee”) to be comprised of the following five (5) members who shall serve on a volunteer basis and who shall all be residents of Warren County:

- One (1) member of the Warren County Board of Supervisors, appointed by the Chairman of the Warren County Board of Supervisors
- One (1) member appointed by the Fixed Base Operator

- One (1) member appointed by the Pilots Association (**more detail**)
- One (1) member appointed by the Supervisor of the Town of Queensbury
- One (1) member appointed by the Chamber of Commerce (**more detail**)

and be it further

RESOLVED, the membership of the Committee shall appoint a Chairman who shall preside over meetings of the Committee, and be it further

RESOLVED, that the Committee shall be empowered to render recommendations to the Warren County Facilities Committee regarding such matters as future development, marketing and operation of the Airport and any other Airport matters that the Committee deems appropriate, and be it further

RESOLVED, that the recommendations of the Committee shall be in the form of written reports to the Warren County Facilities Committee, and be it further

RESOLVED, that unless extended for an additional term by Resolution of the Warren County Board of Supervisors, the Committee shall remain in place for a period of eighteen (18) months following the adoption of this resolution.