

WARREN COUNTY PUBLIC WORKS - DPW COMMITTEE MEETING

Tuesday, January 29, 2013
9:30 am

AGENDA

- CALL TO ORDER..... Chairman Ralph Bentley
APPROVAL OF MINUTES..... Chairman Ralph Bentley
NEW BUSINESS..... Chairman Ralph Bentley

Page

- 1 DPW OT Report..... Jeff Tennyson
3 DPW Fuel Report..... Jeff Tennyson
5 (R) Rescind Reso 486 of 2012 – Lanfear Rd Bridge Award..... Jeff Tennyson
6 (R) New Contract – Lanfear Rd Bridge Repairs (WC9-13)..... Jeff Tennyson
8 Auth. to Attend Conference – NYSAC Trans & Public Works..... Jeff Tennyson

Transfers

None

Items of Interest

- Pending Grant Amendment – Hicks Rd Reconstruction for ROW
- Pending Grant Amendment – Crane Mt. Rd Bridge for ROW

****Request for Executive Session – Possible Disciplinary Action involving County Employee****

- OLD BUSINESS..... Chairman Ralph Bentley
REFERRALS (page 10)..... Chairman Ralph Bentley
PRIVILEGE OF THE FLOOR..... Chairman Ralph Bentley
ADJOURNMENT..... Chairman Ralph Bentley

DPW OVERTIME ALL DIVISIONS

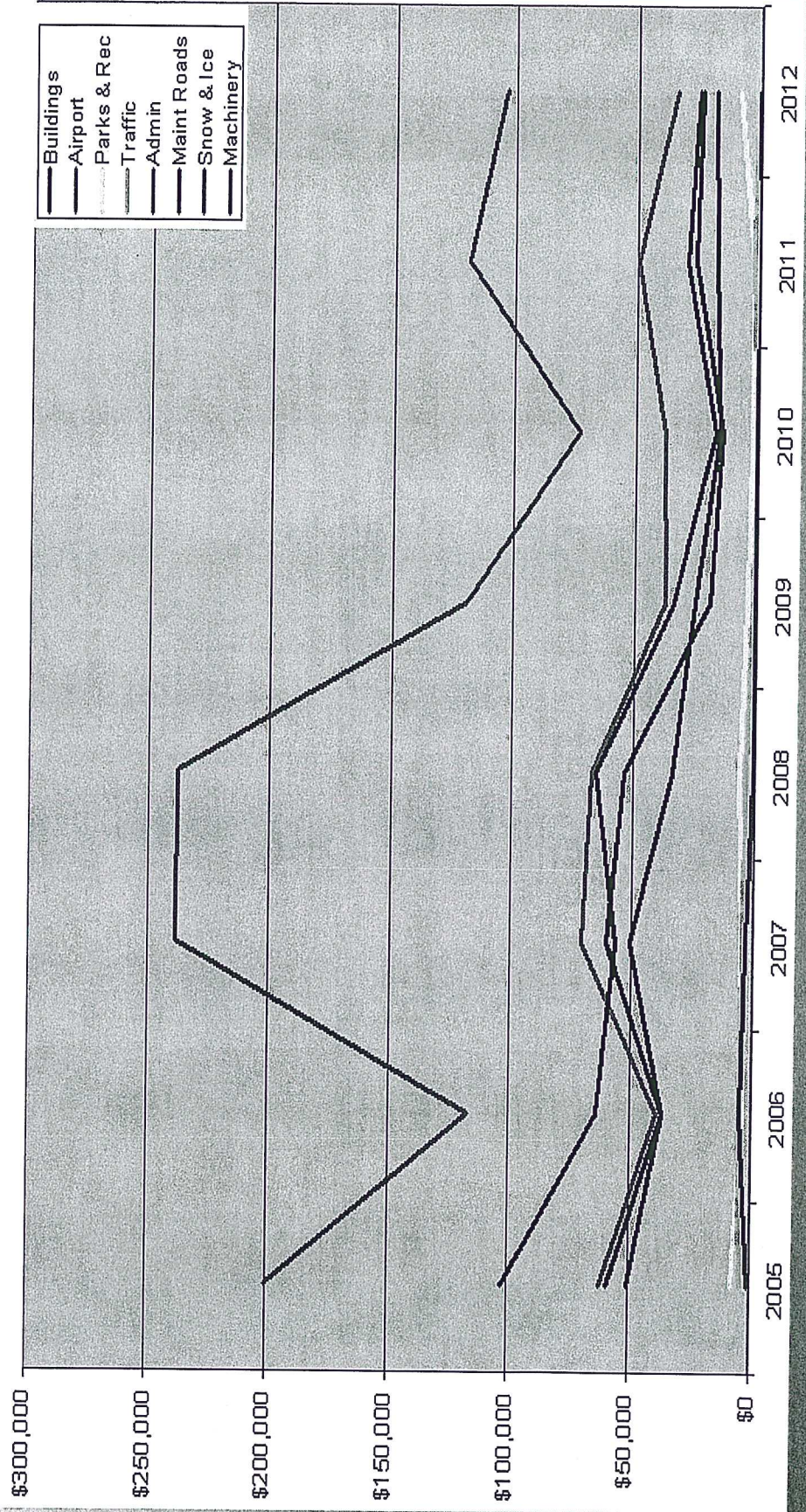
	January	February	March	April	May	June	July	August	September	October	November	December	TOTAL
2008	4180	4743	1796	301	940	889	707	343	1443	416	2919	1261	19938
2009	3155	1311	36	123	659	619	317	325	930	215	381	1813	9884
2010	1668	1462	89	205	120	489	390	251	1094	196	299	1147	7410
2011	2481	2238	1459	270	1464	1072	304	990	1482	866	396	577	13599
2012	1950	881	722	108	245	543	514	454	1073	356	366	2212	9424
2013	856												
Average	2382	2127	820	201	686	722	446	473	1204	410	872	1402	12051



Warren County



DPW Overtime Expenses



Warren County



Managing With Fewer Personnel:

- Sharing manpower between DPW Divisions
- Temporary Labor – 4 Seasonal hires in Highway Division, 1 part-time cleaner
(also good way to recruit and test new hires)
- Set and enforce standards... disciplinary follow-thru
(some of the cuts were poor performers)
- Department Reorganization and Consolidation of Duties... update CS Titles and create relevant positions
(Deleted 35 Positions, Created 6 New)
- One Person Plowing while on OT

Department of Public Works
 Diesel & Unleaded Fuel Expense
 for Period Ending December 31, 2012
 As of 12/31/2012

Year	January	February	March	April	May	June
2005	\$ 22,274.00	\$ 17,760.00	\$ 17,567.00	\$ 12,256.00	\$ 16,605.00	\$ 25,525.00
2006	\$ 30,076.00	\$ 19,299.00	\$ 19,327.00	\$ 15,096.00	\$ 26,956.00	\$ 24,890.00
2007	\$ 28,267.00	\$ 28,178.00	\$ 24,103.00	\$ 24,179.00	\$ 22,350.00	\$ 22,934.00
2008	\$ 41,643.00	\$ 51,796.00	\$ 27,756.00	\$ 27,519.00	\$ 33,621.00	\$ 43,618.00
2009	\$ 31,901.00	\$ 19,323.00	\$ 14,152.00	\$ 14,041.00	\$ 15,832.00	\$ 20,211.00
2010	\$ 20,251.00	\$ 21,890.00	\$ 18,052.00	\$ 20,409.00	\$ 21,826.00	\$ 24,286.00
2011	\$ 41,395.00	\$ 42,921.00	\$ 40,756.40	\$ 21,979.34	\$ 36,389.79	\$ 43,952.57

Seven Year Ave \$ 30,829.57 \$ 28,738.14 \$ 23,101.91 \$ 19,354.19 \$ 24,797.11 \$ 29,345.22
 Ave. Minus high/low \$ 30,782.60 \$ 26,322.20 \$ 21,361.00 \$ 19,140.87 \$ 24,271.60 \$ 28,250.60

Actual 2012	\$ 40,027.00	\$ 25,334.00	\$ 31,974.00	\$ 28,001.77	29323.87	33578.02
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Year	Year							Total
	July	August	September	October	November	December		
2005	\$ 20,883.00	\$ 21,524.00	\$ 19,501.00	\$ 19,546.00	\$ 19,160.00	\$ 23,180.00	\$ 235,781.00	
2006	\$ 23,890.00	\$ 27,924.00	\$ 19,789.00	\$ 21,014.00	\$ 12,504.00	\$ 17,912.00	\$ 258,677.00	
2007	\$ 20,053.00	\$ 23,292.00	\$ 18,961.00	\$ 26,637.00	\$ 22,830.00	\$ 41,035.00	\$ 302,819.00	
2008	\$ 41,711.00	\$ 36,772.00	\$ 36,849.00	\$ 33,330.00	\$ 20,615.00	\$ 34,086.00	\$ 429,316.00	
2009	\$ 20,694.00	\$ 20,001.00	\$ 20,226.00	\$ 19,534.00	\$ 14,865.00	\$ 34,086.00	\$ 244,866.00	
2010	\$ 21,243.00	\$ 22,945.00	\$ 21,119.00	\$ 18,731.00	\$ 18,193.00	\$ 24,298.00	\$ 253,243.00	
2011	\$ 25,992.71	\$ 34,175.23	\$ 37,901.04	\$ 29,037.34	\$ 33,796.55	\$ 25,754.67	\$ 414,051.64	

Seven Year Ave. \$ 24,923.82 \$ 26,661.89 \$ 24,906.58 \$ 23,975.62 \$ 20,280.51 \$ 28,621.67 \$ 305,536.23
 Ave. Minus high/low \$ 22,540.54 \$ 32,465.06 \$ 23,496.80 \$ 23,153.67 \$ 19,132.60 \$ 28,280.93 \$ 299,198.47

Actual 2012	\$ 30,915.85	31184.24	30933.55	35501.21	22835.91	37425.63	\$ 377,035.05
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Budget Balance 12/31/2012 \$ 32,295.30

Projected Additional Expense

Projected Budget Overage or (Shortage) @ current rates \$ 32,295.30

**Department of Public Works
Diesel Fuel Used (Gallons)
for Period Ending December 31, 2012
As of 12/31/2012**

Year	January	February	March	April	May	June
2005	10795	8602	7782	4283	6876	10495
2006	11575	6480	6355	4488	8658	7438
2007	9445	9661	7290	7073	6345	6402
2008	10159	13655	5861	5145	6221	7891
2009	10599	6650	4841	5260	5787	6958
2010	5893	6673	4558	5435	6311	7306
2011	10891	10687	8845	3703	7415	10142
Seven Year Ave.	11560	10401	7589	5898	7936	9439
Ave. Minus high/low	10573	8495	6426	4922	6438	7947

Actual 2012	8954	4932	6757	5843	6383	8165
Projected 2011						

Year	July	August	September	October	November	December	Year	
							Total	Year Total
2005	8563	8044	6451	5550	6468	7986	91895	91895
2006	7051	8300	6169	6769	3462	5198	81943	81943
2007	5315	6384	4924	6714	4795	10400	84748	84748
2008	7298	6746	7082	6934	6088	10618	93698	93698
2009	6756	6580	6297	6382	4344	7906	78360	78360
2010	5241	7121	6401	5031	4576	6062	70608	70608
2011	5480	7377	9046	6592	7705	5256	93139	93139
							0	0
Seven Year Ave.	6529	7222	6624	6282	5348	7632	84913	84913
Ave. Minus high/low	6380	7174	6873	6401	5254	7522	84406	84406

Actual 2012	7420	6833	6799	7548	4470	8035	82139
Projected 2012							

Current Price
Projected Cost

**Department of Public Works
Unleaded Fuel Used (Gallons)
for Period Ending December 31, 2012
As of 12/31/2012**

Year	January	February	March	April	May	June
2005	3690	2654	2838	2789	2796	3836
2006	3271	3137	3200	2445	3045	3204
2007	3495	3099	3345	3059	2927	2937
2008	3725	3406	3359	3117	3252	3235
2009	3960	3465	3229	2824	2914	3341
2010	2587	2606	3063	3149	2849	3069
2011	3959	3528	3927	3002	3414	3459

Six Year Ave. 3455 3061 3172 2897 2964 3270
 Ave. Minus high/low 3628 3152 3239 3161 2997 3262

Actual 2012 3174 2562 2486 2274 2646 2727
Projected 2012

Year	July	August	September	October	November	December	Year Total
2005	2809	3097	3450	3301	2675	3386	37321
2006	2848	2841	2605	3022	2340	2725	34683
2007	2874	3200	2799	3300	3229	3625	37889
2008	3524	3342	3533	3835	2863	4170	41361
2009	3294	3032	3293	2845	2317	3081	37595
2010	3019	2832	3224	2803	2833	3269	35303
2011	2588	3279	2855	2616	2511	2773	37911
							0
Six Year Ave.	3061	3057	3151	3184	2710	3376	37359
Ave. Minus high/low	3099	3090	3124	3054	2644	3227	37204

Actual 2012 2644 2949 2583 3012 2377 2751 32185
Projected 2012

Current Price \$ - Projected Cost \$ -

5

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

DATE: 1/29/13

- (a) Purpose of Request: To rescind Resolution 486 of 2012, bids received were deemed unresponsive and contract not awarded.

- (b) Details: Resolution 486 of 2012 authorized to award the construction contract (WC 40-12) for the Lanfear Road over Stony Creek Rehabilitation project to the lowest responsive bidder. Subsequent to the bid opening, held on September 19, 2012, the bids received were deemed unresponsive and the construction contract was not awarded. The project is being re-bid with the anticipated bid opening to occur on March 1, 2013. This request is to rescind Resolution 486 of 2012 for award contract WC 40-12 in anticipation of a new resolution request to award contract WC 9-13 to the lowest responsive bidder.

- (c) Previous Resolution Number: 486 of 2012

RESOLUTION REQUEST FORM NO. 3

Request for New Contract

DEPARTMENT NAME: DPW

DATE: 1/29/13

- (a) Is this a Result of a Bid or Request for Proposal? Bid WC9-13

- (b) Purpose of Contract: Lanfear Road (CR 76) over Stony Creek Bridge Repairs

- (c) Name of Contractor: TBD - Bid opening Friday, March 1, 2013

- (d) Address of Contractor: TBD

- (e) Contractor's Contact Person and Telephone Number: TBD

- (f) Has or will the Contract be provided, if so, please attach:

- (g) Commencement Date of Contract: TBD

- (h) Termination Date of Contract: Upon completion of work

- (i) Payment Provisions:
 - i) lump sum amount TBD
 - ii) hourly rate amount
 - iii) total amount not to exceed
 - iv) how will payments be made (i.e. monthly, quarterly, upon completion of the project, etc.

- (j) Where are the Funds for this Contract? List Budget Code, (with title), Object Code (with title), and Amount: **OR** Capital Project **OR** Capital Reserve Project Number, and Title, and Amount: H321.9550 280 Lanfear Road (CR 76) over Stony Creek Bridge Repair Project

SCHEDULE "A"
AUTHORIZATION TO ATTEND MEETING OR CONVENTION

Check one:

- [X] In-State (needs Supervisory Committee authorization)
[] Out-Of State (needs Board resolution)

The DPW hereby authorizes Jeff Tennyson
(Supervisory Committee) (Employee Name)

to attend NYSAC 2013 Legislative Conference - Transportation and Public Works
(Name of meeting or organization)

at The Desmond, Albany NY
(Address)

on 04 Feb 2013. Mode of transportation to be used County Vehicle
(Dates) (County Vehicle or Mass Transportation)

If the mode of transportation is not a county vehicle or mass transportation, please explain:

Conference cost \$130 plus one lunch at meal rate

Proper documentation must be attached when submitting for approval.
(Please check documents attached)

- [X] Notice of meeting or convention including cost.

For Overnight Travel

- [] Room rate \$
[X] Meal costs - GSA *per diem rate \$ lunch only (i.e. \$27)
*www.gsa.gov

Date: 1/29/13

Jeff Tennyson
Department Head Signature

Date: 1/29/13

Reg W. Bentley
Committee Chairman Signature

Please refer to the Warren County Travel Policy and County Vehicle Use Regulations for general policy guidelines.

Please check to request a fleet vehicle.

REQUEST FOR USE OF FLEET VEHICLE

Filing Instructions:

- 1. Original with voucher to Auditor.
2. Copy to Frank Morehouse if fleet vehicle is needed.
3. Copy to Clerk of the Board with Resolution Request form if out-of-state travel.
4. Copy to Purchasing with Purchase Order, if required.

9

Register Today!
Fax THIS Form
to NYSAC
518-465-0506

CONFERENCE REGISTRATION

NYSAC 2013 Legislative Conference Registration Form

Registrations will be accepted via mail or fax:
NYSAC, 540 Broadway, 5th Floor, Albany, NY 12207
FAX: 518.465.0506

Please fax or mail this form to NYSAC

Name Jeff Tennyson Preferred Badge First Name JEFF
 Title Superintendent of Public Works County Warren
 Address 4028 Main St
Warrensburg, NY 12885
 Phone (518) 623-4141 Fax (518) 623-2772 Email REQUIRED jtennyson@warrencountydpw.com

\$190 Full Conference Registration— please note this rate is only available to member counties and their employees
 Includes participation at all open sessions, program workshops, affiliate programs and receptions Monday –Wednesday.
 (Please note that registration rates do not include meals. Meals are part of the hotel packages or can be purchased a la carte at the registration desk)

\$130 One-Day Registration— please note this rate is only available to member counties and their employees
 Includes participation at open sessions, program workshops, reception on ONE DAY ONLY.
 (Please note that we cannot combine partial days into a one day fee. A one day fee entitles you to attend on one day only - without exception)
 (Please note that registration rates do not include meals. Meals are part of the hotel packages or can be purchased a la carte at the registration desk)
 Please check the day you will be attending: Monday Tuesday

\$50 Dennis A. Pelletier County Government Institute: Orientation for Newly Elected & Appointed County Officials
 Participation in Monday's 7-hour orientation for newly elected & appointed county officials ONLY. Certificate presented upon completion of training. Monday lunch included in this registration type only. (If you plan on attending the full NYSAC Legislative Conf. you must ALSO register as a One Day Registration with the fee listed above. The \$50 Pelletier fee only registers you for the 7-hour Newly Electeds Program on Monday and is a separate program IN ADDITION to the Legislative Conference)

PRIVATE SECTOR COMPANIES CAN ONLY REGISTER AS AN EXHIBITOR OR SPONSOR VIA VENDOR FORMS @ WWW.NYSAC.ORG

REGISTER ONLINE @ www.regonline.com/nysaclegconf2013

*Pre-Registration Deadline: January 25, 2013 **

*(*You may register for the conference after the deadline date as a walk-in registrant at the Conference registration desk.)*

PAYMENT INFORMATION

All conference registrations **must be paid upon invoice**. If using a voucher or purchase order - please submit upon registration. Vouchers and purchase orders must be filled out completely by the registrant - including the names of which attendee(s) will be covered by that voucher/purchase order to ensure prompt return of the forms to the county for payment in a timely fashion. Vouchers that have not been completely filled out by the registrant will be returned without registration processing.

METHOD OF PAYMENT

Check Purchase Order or Voucher **FOR CREDIT CARD PAYMENTS PLEASE PROCESS YOUR REGISTRATION ONLINE AT THE ADDRESS LISTED ABOVE.**

Please make checks payable to NYSAC 2013 Legislative Conference
 NYSAC, 540 Broadway, 5th Floor, Albany, NY 12207

Please note: Any registrations cancelled prior to January 25, 2013 will be subject to a 25% administrative fee. Registrations cancelled after January 25, 2013 cannot be refunded. Cancellations must be made via email to jmunigua@nysac.org

REFERRALS - JANUARY 2013

DPW:

- 1) Request to authorize the Chairman to sign non-binding grant applications and related correspondence tabled at the December 4, 2012 Committee meeting. (12.04.12)