

WARREN COUNTY PUBLIC WORKS

DPW COMMITTEE MEETING

Thursday, March 27, 2014

9:30 am

AGENDA

- CALL TO ORDER..... Chairman Gene Merlino**
- APPROVAL OF MINUTES..... Chairman Gene Merlino**
- NEW BUSINESS..... Chairman Gene Merlino**

Page #

- 1 DPW OT Report..... Jeff Tennyson**
- 2 DPW Fuel Usage Report..... Jeff Tennyson**
- 5 (R) Paving Rate Charges Jeff Tennyson**
- 6 (R) Auth Fabrication and Placement of Boat Station Signs..... Jeff Tennyson**
- 5 Discussion – New Parking Meter for Beach Rd Parking Lot..... Jeff Tennyson**
- 5 Discussion – Request to Appropriate Revenue to Invasive Species.... Jeff Tennyson**
- 8 (R) New Contract – Hot In-Place Recycling (WC 29-14)..... Jeff Tennyson**
- 10 (R) New Contract – Cold In-Place Recycling (WC 37-14)..... Jeff Tennyson**
- 11 DPW Personnel Reorg..... Jeff Tennyson**

Transfers

- 12 DM5130 Rd Machinery Misc Fees to Waste Mngmt Fees (\$10,000).... Jeff Tennyson**
- 13 D5142 County Rd S&I Salaries to D5142 County Rd S&I Part Time.. Jeff Tennyson**
- 13 D5140 County Rd S&I Salaries to D5140 County Rd S&I OT Sal..... Jeff Tennyson**

Pending Items (for Finance)

- Amend Contract – Consultant Agmnt for H277 – B&L CI & Design... Jeff Tennyson**

Items of Interest

- Valley Rd Bridge over Patterson Brook – Scope Change**
- Beach Rd Reconstruction – NYSDEC Owned Section**

- OLD BUSINESS..... Chairman Gene Merlino**
- REFERRALS (page 14)..... Chairman Gene Merlino**
- PRIVILEGE OF THE FLOOR..... Chairman Gene Merlino**
- ADJOURNMENT..... Chairman Gene Merlino**

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	1279	1616	838	164	109	357	346	431	840	386	519	2054	8939
2014	2194	2042	*991										
Average	2415	2042	847	195	590	662	430	466	1144	406	813	1511	11532

*through March 27.

Department of Public Works
 Diesel & Unleaded Fuel Expense
 for Period Ending February 28, 2014
 As of 03/26/2014

Year	January	February	March	April	May	June
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
2012	\$ 40,027.00	\$ 25,334.00	\$ 31,974.00	\$ 28,001.77	\$ 29,323.87	\$ 33,578.02
2013	\$ 35,917.67	\$ 33,902.19	\$ 29,065.23	\$ 22,110.54	\$ 22,994.76	\$ 27,007.62
Seven Year Ave	\$ 34,200.24	\$ 31,906.31	\$ 26,551.23	\$ 22,605.66	\$ 26,048.20	\$ 30,798.17
Ave. Minus high/low	\$ 35,501.53	\$ 30,445.04	\$ 26,190.05	\$ 23,239.38	\$ 26,023.13	\$ 30,284.73
Actual 2014	\$ 41,102.85	44,193.73				

Year	July	August	September	October	November	December	Year Total
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	\$ 35,580.02	\$ 246,360.02
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
2012	\$ 30,915.85	\$ 31,184.24	\$ 30,933.55	\$ 35,501.21	\$ 22,835.91	\$ 37,425.63	\$ 377,035.05
2013	\$ 28,081.00	\$ 29,777.32	\$ 29,089.41	\$ 29,968.97	\$ 25,563.08	\$ 35,684.95	\$ 349,162.74
Seven Year Ave.	\$ 26,955.79	\$ 28,306.68	\$ 27,868.43	\$ 27,534.22	\$ 22,671.22	\$ 33,409.18	\$ 338,855.35
Ave. Minus high/low	\$ 25,385.31	\$ 28,794.11	\$ 27,643.39	\$ 27,701.46	\$ 22,007.40	\$ 33,706.25	\$ 339,262.29
Actual 2014							\$ 85,296.58

Budget Balance 02/28/2014

\$ 324,418.00

Less: Projected Additional Expense

\$ 314,506.00

Projected Budget Overage or (Shortage) @ current rates

\$ 9,912.00

**Department of Public Works
Diesel Fuel Used (Gallons)
for Period Ending February 28, 2014
As of 03/26/2014**

Year	January	February	March	April	May	June
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
2012	8954	4932	6757	5843	6383	8165
2013	7366	6947	5836	4268	4990	6359
Seven Year Ave.	9044	8458	6284	5247	6207	7603
Ave. Minus high/low	9010	8124	6117	5190	6209	7344
Actual 2014	9224	10222				
Projected 2014			6117	5190	6209	7344

Year	July	August	September	October	November	December	Year Total
2007	5315	6384	4924	6714	4795	10400	84748
2008	7298	6746	7082	6934	6088	10618	93698
2009	6756	6580	6297	6382	4344	7906	78360
2010	5241	7121	6401	5031	4576	6062	70608
2011	5480	7377	9046	6592	7705	5256	93139
2012	7420	6833	6799	7548	4470	8035	82139
2013	6213	6478	6465	6513	5681	8175	75291
Seven Year Ave.	6246	6788	6716	6531	5380	8065	82569
Ave. Minus high/low	6212	6752	6609	6627	5122	8116	82735
Actual 2014							19446
Projected 2014	6212	6752	6609	6627	5122	8116	64298

Current Price \$3.54
Projected Cost \$227,617

**Department of Public Works
Unleaded Fuel Used (Gallons)
for Period Ending February 28, 2014
As of 03/26/2014**

Year	January	February	March	April	May	June
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
2012	3174	2562	2486	2274	2646	2727
2013	2940	2498	2678	2672	2489	2432
Seven Year Ave	3406	3023	3155	2871	2927	3029
Ave. Minus high/low	3459	3028	3135	2935	2918	3062

Actual 2014	3460	2826				
Projected 2014			3135	2935	2918	3062

Year	July	August	September	October	November	December	Year Total
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
2012	2644	2949	2583	3012	2377	2751	32185
2013	2940	2918	2616	2899	2438	2973	32493
Seven Year Ave	2983	3079	2986	3044	2653	3235	36391
Ave. Minus high/low	2954	3076	2957	2972	2604	3144	36238

Actual 2014							6286
Projected 2014	2954	3076	2957	2972	2604	3144	29757

Current Price \$ 2.92
Projected Cost \$ 86,889

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: 3/27/2014

(a) Purpose of Request: Authorize Paving Rate Calculation method for County Paving Crew when paving for City, Village or Towns of Warren County

(b) Details: Resolution would set the calculation method for reimbursement to County for work done for the City, Village or towns of Warren County. Annually, the paving rate has been estimated and set by resolution, however, the rate varies by project. Therefore, Superintendent is requesting one resolution that will serve to guide the calculation for 2014 and future years, unless amended. Charges to the towns include 3 components:

- 1. Labor: Labor rate is based on actual salary and fringe rate of the employees working on the paving project. Hours worked are based on actual timeclock entries for time on the project (including equipment prep/mobilization, construction, and demob). Office Administration cost and salaried Engineering support are not charged.
- 2. Fuel: Fuel is charged at flat rate of 110 gallons per day based on the Warrensburg Fuel Site cost of Diesel at the time of the work.
- 3. Rented Equipment: Charged per day based on the monthly rental rate divided by 21 working days. County owned paver, trucks, milling head, skidsteer and other equipment are not charged.

(c) Previous Resolution Number: NA

(d) Where are the Funds (if required)? List Budget Code, Object Code, Full Title* and Amount:

Sample: A.8021 470 Planning & Community Development – Contract

* as listed in budget and LOGOS

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: 3/27/2014

- (a) Purpose of Request: Authorize DPW forces to design, build, and place Boat Inspection Station Road Signage for the LG Park Commission with reimbursement for labor and material to the County Road Fund.

- (b) Details: LG Park Commission has requested that DPW design, build, and place approximately 25 signs to be placed on various roads. Total approximate cost is \$5000. Resolution will authorize the work, and direct reimbursement to the County Road Fund for actual expenses.

- (c) Previous Resolution Number: NA

- (d) Where are the Funds (if required)? List Budget Code, Object Code, Full Title* and Amount:

Sample: A.8021 470 Planning & Community Development – Contract

* as listed in budget and LOGOS

7

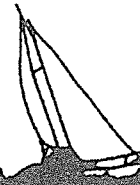


VILLAGE OF LAKE GEORGE, NEW YORK

P.O. BOX 791
12845

ROBERT M. BLAIS
Mayor

DARLENE V. GUNTHER
Clerk-Treasurer



TRUSTEES
John Earl
Ray Perry
John Root
Joseph Mastrodomenico, Jr.

ENFORCEMENT OFFICER
Douglas Frost

518-668-5771
Fax: 518-668-3735
E-mail: lgville@nycap.rr.com

February 27, 2014

Paul Dusek, Administrator
Warren County Municipal Center
1340 State Route 9
Lake George, NY 12845

RE: Festival Space

Dear Paul

The Village is preparing our 2014-2015 budget that begins on June 1, 2014. I need consideration from the County on two matters.

1. We are recommending the purchase of one additional pay station for the Beach Road parking lot. Approximate cost: \$9,500-\$10,000. We would like to deduct 25% as the County share from 2014 revenues.

2. I have booked a music festival for the festival space on September 20-21, 2014 with Park O & M committee's approval. I would seek permission to "wrap" my Festival For The Lake around that, utilizing Beach Road and parking lot for a craft show, children's rides, bounce houses, petting zoo, etc.

All proceeds will be donated to the mandatory boat inspection program.

Thank you for your consideration to this matter.

Sincerely,

Robert M. Blais
Mayor

RMB/jmm

RECEIVED

FEB 28 2014

Office of Warren
County Administrator

RESOLUTION REQUEST FORM NO. 3

Request for New Contract

DEPARTMENT NAME: DPW

DATE: 3/27/14

- (a) Is this a Result of a Bid or Request for Proposal? Bid
- (b) Purpose of Contract: WC 29-14 Hot-in-Place Pavement Recycling
- (c) Name of Contractor: Highway Rehabilitation Corp.
- (d) Address of Contractor: 2258 Route 22, Brewster, NY 10509
- (e) Contractor's Contact Person and Telephone Number: Christine Magee (845) 278-9645
- (f) Has or will the Contract be provided, if so, please attach:
- (g) Commencement Date of Contract: Upon execution
- (h) Termination Date of Contract: December 31, 2014 with 2 possible 1 year extensions
- (i) Payment Provisions:
 - i) lump sum amount
 - 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. By LOA
- (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: Various project or DPW budget as appropriate

**WARREN COUNTY
BID TABULATION SHEET**

⑨

BID NO: WC 29-14 ITEM(S): HOT IN-PLACE PAVEMENT RECYCLING DATE: MARCH 20, 2014 TIME: 3:00 P.M.	NAME & ADDRESS OF BIDDER Highway Rehabilitation Corp. Attn: Christine Magee 2258 Rehabilitation Corp. Brewster, NY 10509 Ph: 845-278-9645 Fx: 845-278-0747
DESCRIPTION OF ITEM	BID PRICE / SQ.YD.
A. ASPHALT SURFACE RECYCLING WITH	
ROLLER AND OPERATOR	\$4.33
B. ASPHALT SURFACE RECYCLING WITHOUT	
ROLLER AND OPERATOR	\$4.25
COMMENTS:	Based on the historically high price of propane as of March 17, 2014 of \$1.71/gallon at the Selkirk pipeline, which is our source of propane in the Northeast, Highway Rehab Corp. is building in a de-escalation clause to our square yard price.
	Prices will be REDUCED by \$0.02 / s.y. for every \$0.10 / gallon reduction in the pipeline price.
	We clearly anticipate that during the coming summer months the propane prices will come down considerably which will result in a reduced square yard price.
	As the pipeline price is posted weekly, the savings to our customers will be calculated weekly also for the entire 2014 construction season.
BID AWARDED TO:.	
JULIE PACYNA, PURCHASING AGENT	
TERM OF BID: Date of award to December 31, 2014	RESOLUTION NO:

RESOLUTION REQUEST FORM NO. 3

Request for New Contract

DEPARTMENT NAME: DPW

DATE: 3/27/14

- (a) Is this a Result of a Bid or Request for Proposal? Bid WC 37-14

- (b) Purpose of Contract: Cold-in-Place Recycling (Hammermill Method)

- (c) Name of Contractor: TBD (Bids received 4/24/14)

- (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: Upon Execution

- (h) Termination Date of Contract: December 31, 2014

- (i) Payment Provisions:
 - i) lump sum amount
 - 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. By project LOA

- (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: Various Projects

2014 DPW Personnel Reorg

JOB TITLE	Budget Year	Division	CREATE POSITION	DELETE POSITION	PRIOR SALARY	PRIOR FRINGE (est. 56%)	NEW SALARY	NEW FRINGE (est. 56%)	EMPLOYEE
Deputy Superintendent of Operations	2014	Engineering	DELETE POSITION	DELETE POSITION	74,658	41,808			
Engineer I (#1)	2014	Engineering	UNFUND POSITION		57,426	32,159			
Engineer I (#2)	2014	Engineering	CREATE POSITION				57,426	32,159	Non-Union Exempt
Highway Manager	2014	Highways	CREATE POSITION				67,426	37,759	Non-Union Exempt
Engineering Technician	2014	Engineering	CREATE POSITION				33,166	18,573	Grade 10
Part Time Salaries	2014	Engineering - Part-time		DELETE POSITION	16,500		0		Part-time Salaries
Laborer #8	2014	Highways		DELETE POSITION	28,391	15,899	0	0	Grade 2
Motor Equipment Operator-Light #28	2014	Highways	CREATE POSITION				26,897	15,062	Grade 5
Motor Equipment Operator-Med#12	2014	Highways	BACKFILL POSITION		38,543	21,584	29,612	16,583	Grade 7
Auto Mechanic #11	2014	Machinery		DELETE POSITION	31,915	17,872	0	0	Grade 9
Auto Mechanic Supervisor	2014	Machinery	BACKFILL POSITION		55,281	30,957	65,000	36,400	Pending Title and Salary Review
Building Maintenance Worker #8	2014	Parks and Recreation	BACKFILL POSITION		37,274	20,873	28,046	15,706	Retirement 1/30/14, Grade 6
Building Maintenance Worker #9	2014	Parks and Recreation		DELETE POSITION	31,379	17,572	0	0	Grade 6
Part Time Salaries	2014	Parks and Recreation	CREATE POSITION		0	0	36,000	0	Part-time Seasonal Employees
Airport Maintenance Worker #4	2014	Airport	BUDGET INCREASE		38,768	21,710	0	0	Grade 8
470 Contract Increase	2014	Airport			0	0	35,000	0	Paid to Other Div as needed
Sr. Building Maint Mech #1	2014	Buildings & Grounds	CREATE POSITION		48,318	27,058			Grade 16
Carpenter/Groundskeeper	2014	Buildings & Grounds		DELETE POSITION			33,166	18,573	Grade 10
			totals:		458,453	247,494	411,739	190,814	
			5 FT Positions Created	7 FT Positions Deleted					
Total Prior Expense:					\$ 705,947				
Total Future Expense:					\$ 602,553				

Estimated Annual Savings: \$ 103,394
 (Net Reduction of 2 Full-time Position)



REQUEST FOR TRANSFER OF FUNDS

12

TO: JOAN SADY, CLERK, WARREN COUNTY BOARD OF SUPERVISORS

FROM: PUBLIC WORKS

Name of Department

SIGNED: _____ DATE: 3/6/2014

<u>FROM CODE</u>	<u>TITLE</u>	<u>TO CODE</u>	<u>TITLE</u>	<u>AMOUNT</u>
DM.5130 439	Road Machinery	A.1628 439	Waste Management	\$10,000.00
	Misc. Fees & Expense		Containment, Misc Fees & Expense	

To transfer amounts budgeted under Road Machinery for Waste Management to the New Division Waste Management Containment.

CONTINGENT FUND TRANSFER REQUESTS

<u>FROM CODE</u>	<u>TITLE</u>	<u>TO CODE</u>	<u>TITLE</u>	<u>AMOUNT</u>
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Please state reason for transfer request:

Please file original request with Clerk of the Board and retain copy for your records.

13

REQUEST FOR TRANSFER OF FUNDS

TO: JOAN SADY, CLERK, WARREN COUNTY BOARD OF SUPERVISORS

FROM: PUBLIC WORKS
Name of Department

SIGNED: _____ DATE: 3/26/2013

<u>FROM CODE</u>	<u>TITLE</u>	<u>TO CODE</u>	<u>TITLE</u>	<u>AMOUNT</u>
D.5142 110	County Roads Snow and Ice Salaries- Regular	D.5142 130	County Roads, Services Snow and Ice Part Time Salaries	\$1,000
DM.5140 110	Road Machinery Motor Fuel Farms Salaries- Regular	DM.5140 120	Road Machinery Motor Fuel Farms Overtime	\$ 500.00

Please state reason for transfers requested:

To reallocate salaries in Snow and Ice and Motor Fuel Farms.

CONTINGENT FUND TRANSFER REQUESTS

<u>FROM CODE</u>	<u>TITLE</u>	<u>TO CODE</u>	<u>TITLE</u>	<u>AMOUNT</u>
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Please state reason for transfer request:

Please file original request with Clerk of the Board and retain copy for your records.

REFERRALS - MARCH/APRIL 2014

DPW:

- 1) Referral from Park Operations and Management Committee - Mayor Blais has requested to utilize Beach Road and the Beach Road Parking Lot on September 20-21, 2014 for the 2nd Annual Festival for the Lake. (03.04.14)
- 2) Referral from Park Operations and Management Committee - Mayor Blais has recommended the purchase of one additional pay station for the Beach Road Parking Lot at an approximate cost of \$9,000 to \$10,000 (County's share 25%), in order to alleviate complaints concerning the number of available pay stations. (03.04.14)