

**WARREN COUNTY PUBLIC WORKS**

**DPW COMMITTEE MEETING**

**Thursday, September 25, 2014**

**10:00 am**

**AGENDA**

**CALL TO ORDER..... Chairman Gene Merlino**

**APPROVAL OF MINUTES..... Chairman Gene Merlino**

**NEW BUSINESS..... Chairman Gene Merlino**

**Page #**

- 1 OT Report..... Jeff Tennyson**
- 2 Fuel Report.....Jeff Tennyson**
- 8 (R) Amend Reso 599 of 2012.....Jeff Tennyson**
- 11 (R) Increase Capital Project – Blair Road over Mill Brook (H342).....Jeff Tennyson**
- Discussion – Unauthorized Features placed in County ROW..... Jeff Tennyson**
- Discussion – 2014 Pavement Condition Report..... Jeff Tennyson**
- Discussion – 2015 Road Project List..... Jeff Tennyson**

**Transfers**

**None**

**Pending Items**

- Amendment to Budget relating to Award of FAA grant (1Ton Plow Truck)**

**Items of Interest**

- County Paving Projects (photos)**
- Solid Waste Hauling and Disposal Contract Extension**
- MOUs with WCSWCD – Quaker Rd and Glen Lake (page 12)**

**\*\*\*Request for Executive Committee – Review Performance of Unnamed Contractor\*\*\***

**OLD BUSINESS..... Chairman Gene Merlino**

**REFERRALS (none)..... Chairman Gene Merlino**

**PRIVILEGE OF THE FLOOR..... Chairman Gene Merlino**

**ADJOURNMENT..... Chairman Gene Merlino**

DPW OVERTIME ALL DIVISIONS

(hours)

	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	1262	154	367	433	469	863	1023*				
Average	2415	2042	886	189	558	629	435	522	1126	406	813	1511	11532

\*incl. 645hrs for Balloon Festival

Department of Public Works  
 Diesel & Unleaded Fuel Expense  
 for Period Ending August 31, 2014  
 09/18/2014

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
<b>Seven Year Ave</b>	\$ 34,200.24	\$ 31,906.31	\$ 26,551.23	\$ 22,605.66	\$ 26,048.20	\$ 30,798.17
<b>Ave. Minus high/low</b>	\$ 35,501.53	\$ 30,445.04	\$ 26,190.05	\$ 23,239.38	\$ 26,023.13	\$ 30,284.73
<b>Actual 2014</b>	\$ 41,102.85	44,193.73	34,664.00	21,869.40	27,397.04	31,902.50

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
<b>Seven Year Ave.</b>	\$ 26,955.79	\$ 28,306.68	\$ 27,868.43	\$ 27,534.22	\$ 22,671.22	\$ 33,409.18	\$ 338,855.35
<b>Ave. Minus high/low</b>	\$ 25,385.31	\$ 28,794.11	\$ 27,643.39	\$ 27,701.46	\$ 22,007.40	\$ 33,706.25	\$ 339,262.29
<b>Actual 2014</b>	\$ 32,737.06	\$ 25,894.24					\$ 259,760.82

**Budget Balance after July Expense** \$ 144,953

**Less: Projected Additional Expense** \$ 111,487

**Projected Budget Overage or (Shortage) @ current rates** \$ 33,466

**Department of Public Works  
Diesel Fuel Used (Gallons)  
for Period Ending August 31, 2014  
As of 09/18/2014**

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
<b>Seven Year Ave.</b>	9044	8458	6284	5247	6207	7603
<b>Ave. Minus high/low</b>	9010	8124	6117	5190	6209	7344
<b>Actual 2014</b>	9224	10222	7695	4164	5900	7281.3
<b>Projected 2014</b>						

Year	Year											Total					
	July	August	September	October	November	December	January	February	March	April	May		June				
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										
<b>Seven Year Ave.</b>	6246	6788	6716	6531	5380	8065	82569										
<b>Ave. Minus high/low</b>	6212	6752	6609	6627	5122	8116	82735										
<b>Actual 2014</b>	7732	5910					58128										
<b>Projected 2014</b>			6609	6627	5122	8116	26473										

**Current Price** \$2.91  
**Projected Cost** \$77,038



**Department of Public Works  
Unleaded Fuel Used (Gallons)  
for Period Ending August 31, 2014  
As of 09/18/2014**

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
<b>Seven Year Ave</b>	3406	3023	3155	2871	2927	3029
<b>Ave. Minus high/low</b>	3459	3028	3135	2935	2918	3062
<b>Actual 2014</b>	3460	2826	2719	2515	2825	2854.3
<b>Projected 2014</b>						

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
<b>Seven Year Ave</b>	2983	3079	2986	3044	2653	3235	36391
<b>Ave. Minus high/low</b>	2954	3076	2957	2972	2604	3144	36238
<b>Actual 2014</b>	2685	2503					22387.3
<b>Projected 2014</b>			2957	2972	2604	3144	11678

**Current Price** \$ 2.95  
**Projected Cost** \$ 34,449

Department of Public Works  
 Diesel & Unleaded Fuel Expense  
 for Period Ending July 31, 2014  
 09/18/2014

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
<b>Seven Year Ave</b>	\$ 34,200.24	\$ 31,906.31	\$ 26,551.23	\$ 22,605.66	\$ 26,048.20	\$ 30,798.17
<b>Ave. Minus high/low</b>	\$ 35,501.53	\$ 30,445.04	\$ 26,190.05	\$ 23,239.38	\$ 26,023.13	\$ 30,284.73
<b>Actual 2014</b>	\$ 41,102.85	44,193.73	34,664.00	21,869.40	27,397.04	31,902.50

Year	July	August	September	October	November	December	Year Total
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<b>Ave. Minus high/low</b>	\$ 25,385.31	\$ 28,794.11	\$ 27,643.39	\$ 27,701.46	\$ 22,007.40	\$ 33,706.25	\$ 339,262.29
<b>Actual 2014</b>	\$ 32,737.06						\$ 233,866.58

**Budget Balance after July Expense** \$ 170,847

**Less: Projected Additional Expense** \$ 140,207

**Projected Budget Overage or (Shortage) @ current rates** \$ 30,640

Department of Public Works  
 Diesel & Unleaded Fuel Expense  
 for Period Ending July 31, 2014  
 09/18/2014

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
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<b>Ave. Minus high/low</b>	\$ 25,385.31	\$ 28,794.11	\$ 27,643.39	\$ 27,701.46	\$ 22,007.40	\$ 33,706.25	\$ 339,262.29
<b>Actual 2014</b>	\$ 32,737.06						\$ 233,866.58

**Budget Balance after July Expense** \$ 170,847

**Less: Projected Additional Expense** \$ 140,207

**Projected Budget Overage or (Shortage) @ current rates** \$ 30,640

**Department of Public Works  
Diesel Fuel Used (Gallons)  
for Period Ending July 31, 2014  
As of 09/18/2014**

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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
<b>Seven Year Ave.</b>	9044	8458	6284	5247	6207	7603
<b>Ave. Minus high/low</b>	9010	8124	6117	5190	6209	7344
<b>Actual 2014</b>	9224	10222	7695	4164	5900	7281.3
<b>Projected 2014</b>						

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
<b>Seven Year Ave.</b>	6246	6788	6716	6531	5380	8065	82569
<b>Ave. Minus high/low</b>	6212	6752	6609	6627	5122	8116	82735
<b>Actual 2014</b>	7732						52218
<b>Projected 2014</b>		6752	6609	6627	5122	8116	33225

**Current Price** \$2.91  
**Projected Cost** \$96,685

**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: 9/25/14**

- (a) Purpose of Request: Amend Resolution 599 of 2012
  
- (b) Details: The original resolution language does not meet the intent of the Committee and establishment of the Capital Reserve for Motor Fuel Systems. Revised language will allow total remaining funds, from each fiscal year, to be deposited in the reserve for future projects.

Reso Revisions:

Replace: "remaining balance" with "surplus of revenue over expenditures"  
and,

Replace: "budget" with "fiscal"

- (c) Previous Resolution Number: 599 of 2012
  
- (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

# Warren County Board of Supervisors

## RESOLUTION NO. 599 OF 2012

**Resolution introduced by Supervisors Thomas, Taylor, Sokol, Monroe, Bentley, Wood, Kenny, Merlino and Conover**

**RESOLUTION ESTABLISHING A CAPITAL RESERVE FUND TO FINANCE A  
“TYPE” CAPITAL IMPROVEMENT; AUTHORIZING TRANSFER OF FUNDS AND  
AMENDING WARREN COUNTY BUDGET FOR 2012**

RESOLVED, that pursuant to Section 6-c of the General Municipal Law, as amended, there is hereby established a Capital Reserve Fund to be known as the Motor Fuel Systems Reserve Fund ( “Reserve Fund”), with the source of funding to be a transfer of Ten Thousand Dollars (\$10,000) from Capital Reserve Project No. H159.9550 280 Fuel Management Expansion and Upgrade, and be it further

RESOLVED, that the purpose of this Reserve Fund is for capital improvements to the Motor Fuels Systems, and be it further

RESOLVED, that the Warren County Treasurer is hereby directed to deposit and secure the moneys of this Reserve Fund in the manner provided by Section 10 of the General Municipal Law and may invest the moneys in the Reserve Fund in the manner provided by Section 11 of the General Municipal Law, and consistent with the investment policies of Warren County. Any interest earned or capital gains realized on the moneys so deposited or invested shall accrue to and become part of the Reserve Fund. The Warren County Treasurer shall account for the Reserve Fund in a manner which maintains the separate identity of the Reserve Fund and shows the date and amount of each sum paid into the Reserve Fund, interest earned by the Reserve Fund, capital gains or losses resulting from the sale of investments of the Reserve Fund, the amount and date of each withdrawal from the Reserve Fund and the total assets of the Reserve Fund, showing cash balance and a schedule of investments, and shall, at the end of each fiscal year render to the Board of Supervisors a detailed report of the operation and condition of the Reserve Fund, and be it further

RESOLVED, that except as otherwise provided by law, expenditures from the Reserve Fund shall be made only for the purpose for which the Reserve Fund is established. No expenditure shall be made from this Reserve Fund without the approval of the Warren County Board of Supervisors and such additional actions or proceedings

*RESOLUTION NO. 599 OF 2012*

*PAGE 2 OF 2*

as may be required by Section 6-c of the General Municipal Law or any other law, including a permissive referendum if required by subdivision 4 of Section 6-c, and be it further

RESOLVED, that the Warren County Treasurer is hereby authorized to transfer and deposit into the Reserve Fund any ~~remaining balance~~ <sup>v surplus of revenue over expenditures</sup> at end of ~~budget~~ <sup>fiscal</sup> year in DM.5140 Motor Fuel Farms, and be it further

RESOLVED, that the Warren County budget for 2012 be, and hereby is, amended accordingly, and be it further

RESOLVED, that the funds once available shall be deposited in Capital Reserve DM 894.00 Reserve, Motor Fuel Systems.

**RESOLUTION REQUEST FORM NO. 9**

***Request to Increase or Decrease or Amend Existing Capital Project or Capital Reserve Project\****

*\*If this is the result of a grant award, also complete and submit Form No. 5 or 6*

**DEPARTMENT NAME: DPW**

**DATE: 9/25/14**

(a) Exact Title and Number of Project\*: Blair Road over Mill Brook (H342.9550 280)

(b) Is this a Capital Project? Yes

(c) Is this a Capital Reserve Project? No

(d) Amount of Increase (if applicable): \$195,000.00

(e) Amount of Decrease (if applicable):

(f) Source of Funding (if Increase) (including name & title of codes, etc.):

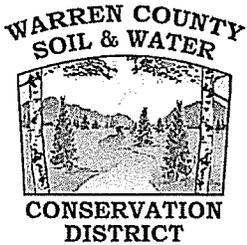
\$ 0.00 Federal Share

\$ 0.00 State Marchiselli Share

\$ 195,000.00 Local Match (from D.9950 910 Transfers – Capital Projects)

(g) Changes in Funding (if Amendment):

(h) Purpose of Increase or Decrease or Amendment: To increase local match share in anticipation of Right of Way Acquisitions, Construction and Construction Inspection project phases



394 SCHROON RIVER ROAD, WARRENSBURG, NY, 12885  
 PHONE: 518-623-3119  
 FAX: 518-623-3519  
 JIM99@NYCAP.RR.COM  
 WWW.WARRENSWCD.ORG

## Memorandum of Understanding

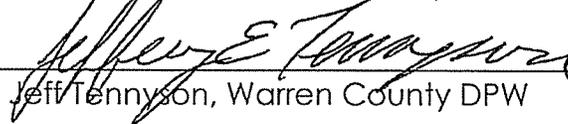
The Warren County Soil and Water Conservation District (District) hereby enters into a Memorandum of Understanding (MOU) with the Warren County Department of Public Works in regards to activities related to Warren County's Municipal Separate Storm Sewer System program.

It is agreed that the District will reimburse the Warren County Department of Public Works up to and including the sum of \$3,800 for improving the roadside ditchline along Quaker Road in the Town of Queensbury. These funds are from a NYS Department of Environmental Conservation Water Quality Improvement grant that the District obtained to be used for MS4 projects and activities.

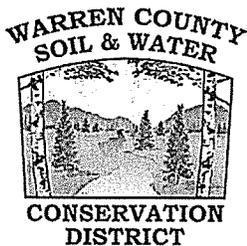
As this is a reimbursement, all invoices or other itemized requests for payment must be submitted to the District, along with the request for payment. The payment will be made within 30 days of the receipt of the invoice.

Signature:   
 Jim Lieberum, Warren County SWCD

Date 9/17/14

Signature:   
 Jeff Tennyson, Warren County DPW

Date 9/17/14



394 SCHROON RIVER ROAD, WARRENSBURG, NY, 12885  
 PHONE: 518-623-3119  
 FAX: 518-623-3519  
 JIM99@NYCAP.RR.COM  
 WWW.WARRENSWCD.ORG

## Memorandum of Understanding

The Warren County Soil and Water Conservation District (District) hereby enters into a Memorandum of Understanding (MOU) with the Warren County Department of Public Works in regards to activities related to highway stormwater improvement practices on Moon Hill Road in the Town of Queensbury.

It is agreed that the District may reimburse the Warren County Department of Public Works up to the sum of \$10,000 for supplies and materials for improving the roadside drainage network which will reduce nonpoint source impacts to Glen Lake. These funds are from a NYS Department of Environmental Conservation Water Quality Improvement grant that the District obtained for water quality improvement projects and activities. The Warren County DPW agrees to provide copies of personnel time and equipment records expended on this project, which may be used by the District towards satisfying the match requirement of the grant.

As this is a reimbursement, all invoices or other itemized requests for payment must be submitted to the District, along with the request for payment. The payment will be made within 30 days of the District receiving the funds from NYSDEC.

Signature: \_\_\_\_\_  
 Jim Lieberum, Warren County SWCD

Date \_\_\_\_\_

Signature: Jeff Tennyson  
 Jeff Tennyson, Warren County DPW

Date 9/25/14

## REFERRALS - SEPTEMBER/OCTOBER 2014

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DPW:

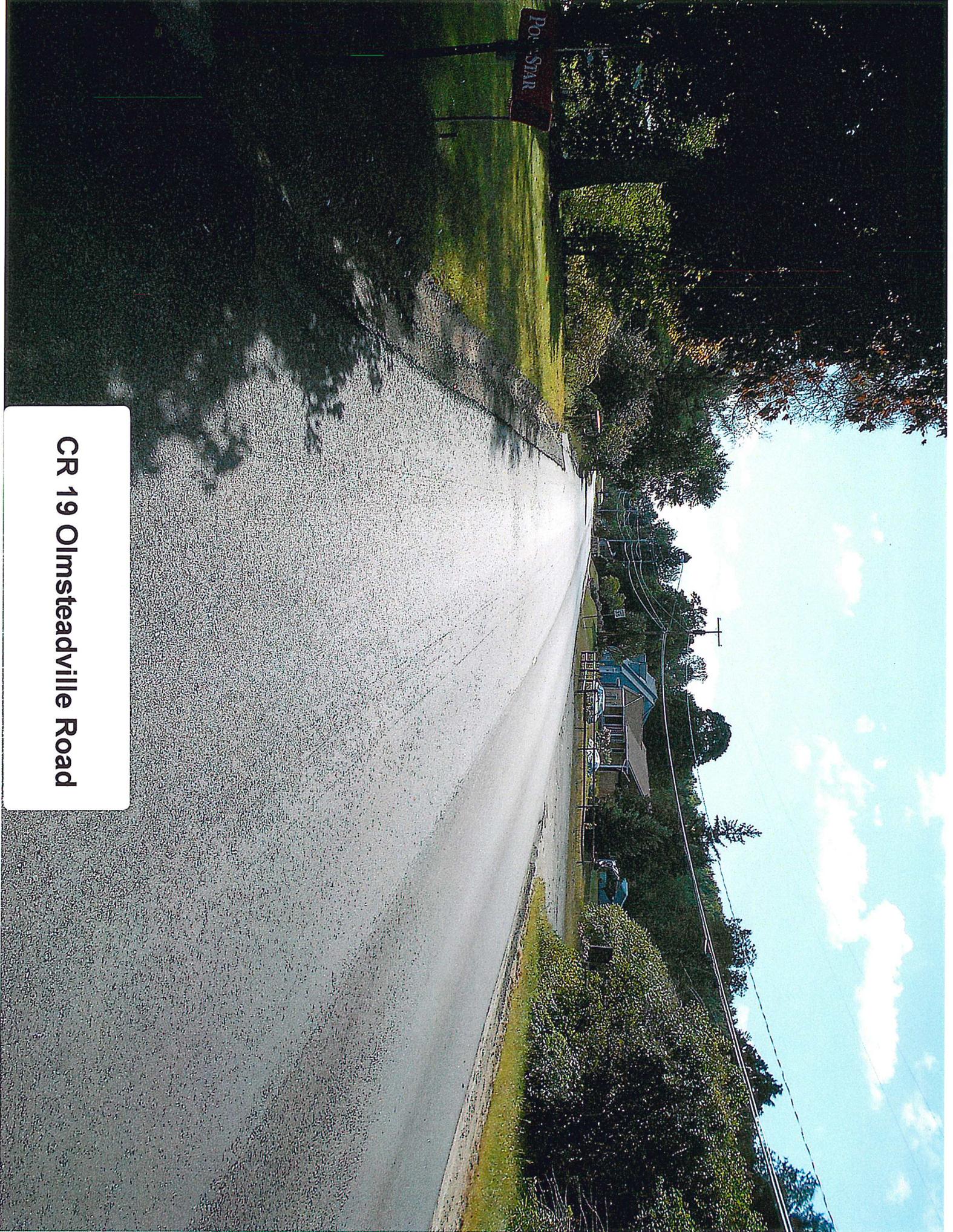
No items this month.



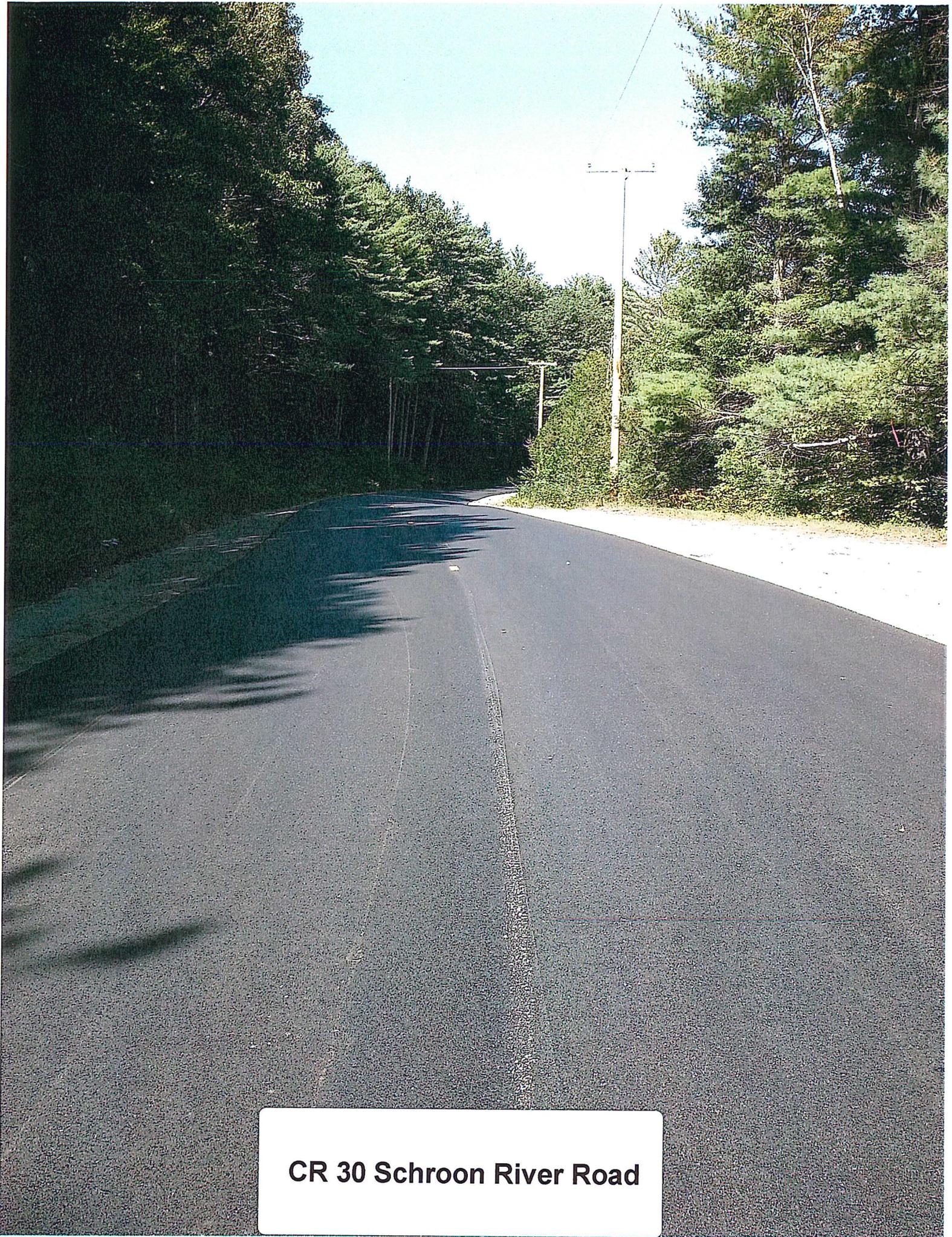
**CR#16 East River Drive**



**CR 17 Haviland Road**



CR 19 Olmsteadville Road



**CR 30 Schroon River Road**



**CR 35 Diamond Point Road**