

Public Works – DPW
Department of Public Works
AGENDA
February 29, 2016 – 11:00am

Committee Members: *SIMPSON, Conover, Dickinson, Frasier, Merlino, Sokol, Vanselow, Wood, MacDonald*

I. Committee Meeting Call to Order..... Chairman Simpson

II. Motion to Approve Minutes of Prior Committee Meeting..... Chairman Simpson

III. Action Agenda/New Business

Page

- 1 Auth Corrected Deed – SR 9 vic Lumberjack Pass.....Brian Reichenbach
Rationale: To correct 1940 conveyance to Highway Dept of NYS
- 8 New Contract – Rifenburg (Cold Milling WC 5-16).....Jeff Tennyson
Rationale: Annual contract for highway maintenance projects
- 9 New Contract – Peckham Road (Cold Milling WC 5-16).....Jeff Tennyson
Rationale: Annual contract for highway maintenance projects
- 11 New Contract – Reclamation LLC(CIP Recycling WC6-16).. Jeff Tennyson
Rationale: Annual contract for highway maintenance projects
- 13 New Contract – Highway Rehab (HIP Pavement WC 7-16)....Jeff Tennyson
Rationale: Annual contract for highway maintenance projects
- 15 New Contract – Bell & Flynn (CIP Hammermilling WC 8-16)Jeff Tennyson
Rationale: Annual contract for highway maintenance projects
- 17 Travel Authorization (Crew Training).....Jeff Tennyson
Rationale: Cost of Lodging and meals, training at no cost
- 19 Auth to Backfill Position – HEO #5..... Jeff Tennyson
Rationale: Backfill position due to Retirement
- 20 Auth to Backfill Position – MEO Light #17.....Jeff Tennyson
Rationale: Backfill position due to Retirement

IV. Referral/Pending Items – None

V. Information for Discussion/Review –

- 21 Update on Household Hazardous Waste Days (5/21 Wburg & 6/18 Qbury)

VI. Privilege of the Floor to discuss any additional items to come before the Committee

VII. Motion to Adjourn

Attachments

Page

- 27 DPW OT Report (Thru 2/21/16)
- 28 Salt Usage Tracker (Thru 2/24/16)
- 29 DPW Fuel Usage Report (Thru 1/31/16)

1

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 DPW

NAME: DATE:

(a) Purpose of Request: To authorize the Chairman of the Board to execute a correction deed between Warren County and Jerry Mead and French Mountain Holding Corporation, which merely corrects an erroneous description of the property intended to be conveyed as set forth in an August 15, 1940 quitclaim deed, recorded in Warren County Clerk's Office in Book 216, page 183

(b) Details: See above paragraph

(c) Previous Resolution Number: Not Applicable

(d) Where are the Funds (if required)? List Budget Code, Object Code, Full Title* and Amount: Not applicable

Sample: A.8021 470 Planning & Community Development Contract

! as listed in budget and LOGOS

CORRECTION DEED

THIS INDENTURE Made the ___ day of _____, Two Thousand and Sixteen.

BETWEEN COUNTY OF WARREN, STATE OF NEW YORK;

Grantor, and

JERRY B. MEAD and FRENCH MOUNTAIN HOLDING CORPORATION,
of the town of Queensbury, Warren County, New York;

Grantees,

WITNESSETH THAT GRANTOR in consideration of -----One Dollar (\$1.00) ----- lawful money of the United States and other good and valuable consideration, paid by Grantees, **DO HEREBY REMISE, RELEASE, AND QUITCLAIM UNTO GRANTEES** and their assigns forever,

SEE SCHEDULE "A" ATTACHED

THIS CORRECTION DEED is to correct an erroneous description of the property conveyed or intended to be conveyed in the Quitclaim deed from County of Warren, State of New York to Jerry B. Mead and French Mountain Holding Corporation dated August 15, 1940 and recorded in the Warren County Clerk's Office in Book 216 at page 183 (the 1940 Quit Claim Deed"), wherein the the description contained an erroneous reference to a "Map No. 1 prepared by the Highway Department of the State of New York, dated March 3, 1924, for the reconstruction of the Glens Falls-Lake George Highway No. 417". The new description attached as Schedule A eliminates the reference to said map and this deed is accordingly a Correction Deed given for the purpose of correcting the description and confirming the title thereby intended to be conveyed by the 1940 Quitclaim Deed. The property described on Schedule A, attached hereto, is the same as conveyed or intended to be conveyed by said 1940 Quitclaim Deed.

RESERVING, however, to the County of Warren and State of New York, the right to hereafter use at any time the aforesaid lands or so much thereof as said county or state may determine necessary, for the widening or reconstruction of the present state highway. This reservation however shall not be construed to authorize or permit said county or state to use said lands for the storage of stone, sand or other road materials or equipment, or to be used in the maintenance or repair of the present highway.

THIS GRANT IS MADE:

TOGETHER with the appurtenances and all the estate and rights of the Grantors in and to said premises.

TO HAVE AND TO HOLD the premises granted by this Quitclaim Deed unto the Grantee and his assigns forever.

IN WITNESS WHEREOF, the Grantor has hereunto set their hand and seal the day and year first above written.

IN PRESENCE OF

WARREN COUNTY

BY: _____

STATE OF NEW YORK)
COUNTY OF) ss.:

On this __ day of _____ in the year 2016 before me, the undersigned, personally appeared _____, personally known to me or proved to me on the basis of satisfactory evidence to be the individual whose name is subscribed to the within instrument and acknowledged to me that he executed the same in his capacity, and that by his signature on the instrument, the individual or the person upon behalf of which the individual acted, executed the instrument, and that such individual made such appearance before the undersigned.

Notary Public

Schedule A

(4)

Quit Claim Parcel 1

All that certain piece or parcel of land situate, lying and being in the Town of Queensbury, County of Warren and The State of New York and more particularly described as follows:

Beginning: at a point at the southeast corner of Map 62 Parcel 76 as conveyed to New York State for highway purposes, formerly lands of Jerry B. Mead, and the westerly bounds of the highway right of way and the northerly bounds of lands of OCSAP, LTD. (900/64).

Thence running the following (2) courses and distances along the easterly and northerly bounds of Map 62 Parcel 76:

1. N05°50'40"E, 111.49 feet to a point,
2. N85°22'50"W, 1.00 feet to a point on the easterly bounds of lands of Lumberjack Pass Amusements, LLC (1164/32).

Thence running N18°01'50"E, along the easterly bounds of Lumberjack Pass Amusements, LLC (1164/32), 20.91 feet to a point on the southerly bounds of lands of North High Realty Holdings, Inc. (4597/80), formerly French Mountain Holding Corp.

Thence running S83°16'E, along the southerly bounds of North High Realty Holdings, Inc. (4597/80), formerly French Mountain Holding Corp., 55.63 feet to a point on the westerly bounds of New York State Route 9.

Thence running in a southerly direction along the westerly bounds of New York State Route 9, on a non-tangent curve to the right, having a radius of 1565.44', a curve length of 138.48 feet to a point on the northerly bounds of OCSAP, LTD. (900/64).

Thence running N78°23'10"W, along the northerly bounds of OCSAP, LTD. (900/64), 34.46 feet to the point and place of beginning.

Containing 6263 square feet of land to be the same more or less.

Quit Claim Parcel 2

All that certain piece or parcel of land situate, lying and being in the Town of Queensbury, County of Warren and The State of New York and more particularly described as follows:

Being lands easterly of the easterly bounds of French Mountain Holding Corp. and westerly of the westerly bounds of New York State Route 9. Bounded on the west by lands of French Mountain Holding Corp., on the east by the highway New York State Route 9, on the north by Royal Hospitality, LLC and the south by lands of Jerry B. Mead.

COUNTY OF WARREN
STATE OF NEW YORK

Dated August 15, 1940
Ack. August 16, 1940
Rec. September 16, 1940
Book 316
Page 183

to

JERRY B. MEAD and the
FRENCH MOUNTAIN HOLDING
CORPORATION

Quit claims that certain piece or strip of land situate in the Town of Queensbury, Warren County, N. Y. and described as follows: Being all of the strip or parcel of land shown on map No. 2 prepared by the Highway Department of the State of New York, dated March 3, 1924, for the reconstruction of the Glens Falls-Lake George Highway No. 417, lying and being westerly from the property now used and occupied for said highway and in front of said two parcels of land,

Reserving, however, to the County of Warren and State of New York, the right to hereafter use at any time the aforesaid lands or so much thereof as said county or state may determine necessary, for the widening or reconstruction of the present state highway. This reservation however shall not be construed to authorize or permit said county or state to use said lands for the storage of stone, sand or other road materials or equipment, or to be used in the maintenance or repair of the present highway.

6

THIS INDENTURE, Made the fifteenth day of August, Nineteen Hundred and forty,
 BETWEEN COUNTY OF WARREN, STATE OF NEW YORK, party of the first part, and
 J. W. HEAD and the FRENCH MOUNTAIN HOLDING CORPORATION, of the town of Queensbury,
 Warren County, New York, parties of the second part,

WITNESSETH, that the party of the first part, in consideration of One Dollar
 lawful money of the United States, paid by the parties of the second part, does
 hereby release, release, and quitclaim unto the parties of the second part, their successors
 and assigns forever, all that certain piece or strip of land situate in the town of Queens-
 bury, Warren County, N. Y. and described as follows: Being all of the strip or parcel of
 land shown on map No. 1 prepared by the Highway Department of the State of New York dated
 Feb 2, 1924, for the reconstruction of the Glens Falls-Lake George Highway No. 417, lying
 leading westerly from the property now used and occupied for said highway and in front
 of said two parcels of land.

RESERVING, however, to the County of Warren and the State of New York the right
 hereafter use, at any time, the aforesaid lands, or so much thereof as said County or
 State may determine necessary, for the widening or reconstruction of the present state
 highway. This reservation, however, shall not be construed to authorize or permit said
 County or State to use said lands for the storage of stone, sand or other road materials,
 equipment, to be used in the maintenance or repair of the present highway.

TOGETHER with the appurtenances and all the estate and rights of the party of
 the second part in and to said premises,

TO HAVE AND TO HOLD the premises herein granted unto the parties of the second
 part, their successors and assigns forever.

IN WITNESS WHEREOF the party of the first part has hereunto set its hand and
 seal the day and year first above written.

RESOLUTION REQUEST FORM NO. 3

Request for New Contract

DEPARTMENT NAME: DPW

DATE: 2/29/16

- (a) Is this a Result of a Bid or Request for Proposal? BID, WC 5-16
- (b) Purpose of Contract: Cold Milling of Pavement for Highway Rehabilitation
- (c) Name of Contractor: Rifenburg Construction Inc.
- (d) Address of Contractor: 159 Brick Church Road, Troy, NY 12180
- (e) Contractor's Contact Person and Telephone Number: Timothy Casey, 518-279-3265
- (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, 2016 with 2 possible 1yr 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: D 5112-County Roads -Various projects

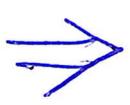
RESOLUTION REQUEST FORM NO. 3

Request for New Contract

DEPARTMENT NAME: DPW

DATE: 2/29/16

- (a) Is this a Result of a Bid or Request for Proposal? BID, WC 5-16
- (b) Purpose of Contract: Cold Milling of Pavement for Highway Rehabilitation
- (c) Name of Contractor: Peckham Road Corporation
- (d) Address of Contractor: 375 Bay Road, Suite 100, Queensbury, NY 12804
- (e) Contractor's Contact Person and Telephone Number: Mark Petramale, 518-792-3157
- (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, 2016 with 2 possible 1yr 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: D 5112-County Roads -Various projects



WARREN COUNTY BID TABULATION SHEET

BID NO: WC 5-16 ITEM(S): COLD MILLING DATE: FEBRUARY 18, 2016 TIME: 3:00 P.M.		DEPTH OF CUT	NAME & ADDRESS OF BIDDER	NAME & ADDRESS OF BIDDER	NAME & ADDRESS OF BIDDER	NAME & ADDRESS OF BIDDER	NAME & ADDRESS OF BIDDER	NAME & ADDRESS OF BIDDER
DESCRIPTION OF ITEM	BID PRICE / SQ.YD.	BID PRICE / SQ.YD.	NAME & ADDRESS OF BIDDER	NAME & ADDRESS OF BIDDER	NAME & ADDRESS OF BIDDER	NAME & ADDRESS OF BIDDER	NAME & ADDRESS OF BIDDER	BID PRICE / SQ.YD.
COLD MILLING OF BITUMINOUS CONCRETE PAVEMENT	2" OR LESS	\$0.49	Peckham Road Corporation Attn: Mark Petramale 375 Bay Road Suite 100 Queensbury, NY 12804 Ph: 518-792-3157 Fx: 518-792-3138	Rifenburg Construction Attn: Timothy Casey 159 Brick Church Road Troy, NY 12180 Ph: 518-279-3265 Fx: 518-279-4260	Kubricky Construction Attn: Robert Hughes 269 Ballard Road Wilton, NY 12831 Ph: 518-792-5864 Fx: 518-792-2458	Callenan Industries, Inc. Attn: Michael Mastropietro PO Box 15097 Albany, NY 12212 Ph: 518-374-2222 Fx: 518-381-6779	Peter Luizzi & Bro's Contracting, Inc. Attn: Peter Luizzi 49 Railroad Ave Albany, NY 12205 Ph: 518-482-8954 Fx: 518-482-4847	Killian Construction, LLC. Attn: Stephen Carozza PO Box 64585 Rochester, NY 14624 Ph: 585-334-1572 Fx: 585-334-1573
	>2" TO 4"	\$0.49		\$0.50	\$0.55	\$0.60	\$0.62	\$1.18
	>4" TO 6"	\$0.49		\$0.59	\$0.60	\$0.65	\$0.64	\$1.27
COMMENTS:			n/a	n/a	n/a	n/a	n/a	
BID AWARDED TO:								
JULIE A. BUTLER PURCHASING AGENT	TERM OF BID: Date of Award through December 31, 2016							
	RESOLUTION NO.							

RESOLUTION REQUEST FORM NO. 3

Request for New Contract

DEPARTMENT NAME: DPW

DATE: 2/29/16

- (a) Is this a Result of a Bid or Request for Proposal? BID, WC 6-16
- (b) Purpose of Contract: Bituminous Concrete Pavement Recycling (Cold-in-Place)
- (c) Name of Contractor: Reclamation, LLC.
- (d) Address of Contractor: p.o. Box 292, West Hurley, NY 12491
- (e) Contractor's Contact Person and Telephone Number: Emilie Simoneau, 845-331-6500
- (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, 2016 with 2 possible 1yr 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: D 5112-County Roads -Various projects

RESOLUTION REQUEST FORM NO. 3

Request for New Contract

DEPARTMENT NAME: DPW

DATE: 2/29/16

- (a) Is this a Result of a Bid or Request for Proposal? Bid WC 7-16
- (b) Purpose of Contract: 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, 2016
- (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

**WARREN COUNTY
 BID TABULATION SHEET**

(14)

BID NO: WC 7-16 ITEM(S): HOT IN-PLACE PAVEMENT RECYCLING DATE: FEBRUARY 25, 2016 TIME: 3:00 P.M.	NAME & ADDRESS OF BIDDER Highway Rehabilitation Corp. Attn: Christine Magee 2258 Route 22 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	\$4.41
B. ASPHALT SURFACE RECYCLING WITHOUT ROLLER AND OPERATOR	\$4.33
COMMENTS:	
BID AWARDED TO:	
JULIE A. BUTLER, PURCHASING AGENT	
TERM OF BID: Date of award to December 31, 2016	
RESOLUTION NO: OF 2016	

RESOLUTION REQUEST FORM NO. 3

Request for New Contract

DEPARTMENT NAME: DPW

DATE: 2/29/16

- (a) Is this a Result of a Bid or Request for Proposal? Bid WC 8-16
- (b) Purpose of Contract: Cold-in-Place Recycling (Hammermill Method)
- (c) Name of Contractor: Bell & Flynn
- (d) Address of Contractor: 69 Bunker Hill Avenue, Stratham, NH 03885
- (e) Contractor's Contact Person and Telephone Number: Brian Bell (603) 778-8511
- (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, 2016
- (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

**WARREN COUNTY
BID TABULATION SHEET**

16

BID NO: WC 8-16 ITEM(S): COLD IN-PLACE PAVEMENT RECYCLING-HAMMERMILL METHOD DATE: FEBRUARY 25, 2016 TIME: 3:00 P.M.	NAME & ADDRESS OF BIDDER			
	Bell & Flynn, Inc. 69 Bunker Hill Ave Stratham, NH 03885 Ph: 603-778-8511 Fx: 603-772-4396			
DESCRIPTION OF ITEM	BID PRICE			
SCHEDULE A	PAVEMENT DEPTH			
	<4"	4-6"	6-8"	>8"
1. Price per square yard Hammermilling operation.	\$4.90	\$5.30	\$5.70	\$6.10
2. Price per square yard: Fine grading (Up to 12" of Warren County supplied subbase gravel)	\$1.10	\$1.10	\$1.10	\$1.10
3. Total 1 & 2:	\$6.00	\$6.40	\$6.80	\$7.20
COMMENTS:	Installation of geotextile stabilization fabric (furnished by others) to be performed as required at a unit price of \$1.50 square yard.			
BID AWARDED TO:				
	TERM: Date of Award thru December 31, 2016			
JULIE A. BUTLER, PURCHASING AGENT	RESOLUTION # of 2016			

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 Committee hereby authorizes Henry Frasier, Nick Perone, Jessica Barton, Josh Kennedy, Kevin Monroe, Brandon Combs, Pete Bedarian *
(Supervisory Committee) (Employee Name)

to attend Paver & Roller Training offered by Wirtgen/Finke
(Name of meeting or organization)

* (May need to substitute individuals)

at Selkirk, New York

(Address)

on April 04, 2016- April 08, 2016.
(Dates)

Mode of transportation to be used County Vehicle

(County Vehicle or Mass Transportation)

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

Class cost is Free

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

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

For Overnight Travel

[X] Room rate \$115.00 GSA * Rate \$ 115.00/per night @ 4 = \$460.00 per employee

[X] Meal costs - GSA*per diem rate \$ 74.00 per day per employee

*www.gsa.gov

Date: 2/29/16

Department Head Signature

Date: 2/29/16

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.
5. Copy to County Administrator if credit card will be used.

Wirtgen America Paver & Compactor Course Outline:

Description:

- Paving Safety
- Materials discussion, HMA, SMA, WMA, Thinlays
- Paver operation overview
- Paver preparation
- Paver and screed operation
 - Hands-on paver set-up and operations
 - Joint construction
 - Screed operation
 - Troubleshooting mat defects
- Compactor operation overview
- Compactor preparation
- Compactor operation
 - Hands-on compactor set-up an operation
 - Joint compaction
 - Vibratory system operation
 - Overview and operation of Hamm HQC Intelligent Compaction
 - Troubleshooting compaction issues
- Maintenance Procedures
- Section included on milling compaction
 - Benefits to paving and compaction

Course materials book handouts PDF USB Drive

Lunch provided each day of class

Dinner one night group event

Date: April 4th to April 8th 2016

Start time: 8:30am to 4:30pm

RESOLUTION REQUEST FORM NO. 12

Schedule "A"

NOTICE OF INTENT TO FILL VACANT POSITION

This notice of intent is filed whenever a department head plans to fill an existing funded position in their budget that is vacated due to a retirement, resignation, termination or promotion. This notice may not be used for requests to create a new position. For complete instructions on the procedure to be followed, see the reverse of this form.

DEPARTMENT HEAD COMPLETES THIS SECTION

JET 2/19/16

Department: Public Works Payroll Dept. No: 19.63
Title of Position: Heavy Equipment Operator #5 Base Salary of Position: \$32,238 Grade: 8
Filling at Step # (If Known): Request to Backfill Due to Promotion: [X] Yes [] No
Budget code and title: D.5110 110 HEO #5 Union [X] Non-Union []
This position is vacated due to: [X] Retirement [] Resignation [] Termination [] Promotion [] Other 3/29/2016
Employee No.: 6824 Is this position mandated? [] Yes [] No Is the position reimbursable? [] Yes [] No
Source of reimbursement: [] Federal % [] State % [] Other %

CIVIL SERVICE STATUS AND HUMAN RESOURCES DIRECTOR APPROVAL

[] Competitive-active eligible list [] Competitive-no list (hiring would be provisional) [X] Non-Competitive [] Other
Actual Impact to Budget Report will be provided monthly by Human Resources Director.
Candidate's qualifications must be approved by Personnel Officer prior to hiring.
Human Resources Director has approved this form when initialed. JF 2/19/16

COUNTY ADMINISTRATOR COMPLETES THIS SECTION

[X] The Administrator has no objection to the filling of the vacancy.
[] The Administrator objects to the filling of the vacancy.
Administrator Signature [Signature] Date 2/19/16

BUDGET OFFICER COMPLETES THIS SECTION

[X] The Budget Officer has no objection to the filling of the vacancy.
[] The Budget Officer objects to the filling of the vacancy.
Budget Officer Signature Frank E. Thomas Date 2/22/16

SUPERVISORY COMMITTEE COMPLETES THIS SECTION

Name of Committee Public Works
[X] The committee has no objection to the filling of the vacancy.
[] The committee objects to the filling of the vacancy.
[] In the case of an emergency, Committee Chair has no objection to the filling of the vacancy.
[] In the case of an emergency, Committee Chair objects to the filling of the vacancy.
Ranking Committee Member Signature [Signature] Date 2/29/16

RESOLUTION REQUEST FORM NO. 12

Schedule "A"

NOTICE OF INTENT TO FILL VACANT POSITION

This notice of intent is filed whenever a department head plans to fill an *existing* funded position in their budget that is vacated due to a retirement, resignation, termination or promotion. This notice may not be used for requests to create a *new* position. For complete instructions on the procedure to be followed, see the reverse of this form.

DEPARTMENT HEAD COMPLETES THIS SECTION

JET *2/10/16*

Department: **Public Works** Payroll Dept. No: **19.63**
Title of Position: **MEO Light #17** Base Salary of Position: **\$28,121** Grade: **5**
Filling at Step # (If Known): Request to Backfill Due to Promotion: Yes No
Budget code and title: **D.5110 110 MEO Light #17** Union Non-Union
This position is vacated due to: Retirement Resignation Termination Promotion Other **3/31/2016**
Employee No.: **10888** Is this position mandated? Yes No Is the position reimbursable? Yes No
Source of reimbursement: Federal % State % Other %

CIVIL SERVICE STATUS AND HUMAN RESOURCES DIRECTOR APPROVAL

Competitive-active eligible list Competitive-no list (*hiring would be provisional*) Non-Competitive Other *PAN*

Actual Impact to Budget Report will be provided monthly by Human Resources Director.

Candidate's qualifications must be approved by Personnel Officer prior to hiring.

Human Resources Director has approved this form when initialed. *JF* *2/10/16*

COUNTY ADMINISTRATOR COMPLETES THIS SECTION

- The Administrator has no objection to the filling of the vacancy.
- The Administrator objects to the filling of the vacancy.

Administrator Signature *[Signature]* Date *2/16/16*

BUDGET OFFICER COMPLETES THIS SECTION

- The Budget Officer has no objection to the filling of the vacancy.
- The Budget Officer objects to the filling of the vacancy.

Budget Officer Signature *Frank E. Thomas* Date *2/19/16*

SUPERVISORY COMMITTEE COMPLETES THIS SECTION

Name of Committee *Public Works*

- The committee has no objection to the filling of the vacancy.
- The committee objects to the filling of the vacancy.
- In the case of an emergency, Committee Chair has no objection to the filling of the vacancy.
- In the case of an emergency, Committee Chair objects to the filling of the vacancy.

Ranking Committee Member Signature *[Signature]* Date *2/29/16*

WARREN COUNTY DEPARTMENT OF PUBLIC WORKS



JEFFERY E. TENNYSON, P.E.
Superintendent of Public Works

KEVIN J. HAJOS, P.E.
Deputy Superintendent of Public Works

MAIN OFFICES

4028 Main Street
Warrensburg, N.Y. 12885
Tel (518) 623-4141
(518) 761-6556
Fax (518) 623-2772

DIVISIONS

Airport
Sewer Administration
Parks & Recreation
Recycling
Highway & Traffic
Engineering
Buildings & Grounds

Warren County Hazardous Waste Collection Days

Operating Plan

May 21, 2016
Warren County Department of Public Works
4028 Main Street, Warrensburg, NY

June 18, 2016
Town of Queensbury Highway Garage
742 Bay Road Queensbury NY

A. WASTE ACCEPTANCE

1. Waste is to be accepted from residents of Warren County on the dates (Saturdays) and at the facilities referenced on the cover of this document during the hours of 9:00 a.m. to 2:00 p.m. The locations of the events are shown on Figures 1 and 2 (Attachment 1). Plot plans of the sites are included as Figure 3 and 4 (Attachment 2).
 - a) Examples of materials which will be accepted:
 - Used solvents (Corrosive Liquid and Corrosive Solid)
 - Oil base paints
 - Used antifreeze (ethylene glycol)
 - Pesticides/Herbicides (Liquid and Solid)
 - Fluorescent bulbs/tubes
 - Aerosol Cans
 - b) Residents will be advised to handle waste materials as follows: they should bring materials in original containers securely closed, pack materials in sturdy upright boxes, and pad with newspaper if necessary, waste automotive and transmission fluid, gas and antifreeze should be transported in leak proof containers, never mix chemicals together, never smoke or eat while handling/transporting hazardous materials, all materials should be placed in trunk of vehicle, leaking or broken containers must be contained, do not leave vehicles unless instructed to do so. Residents will certify that they have offered household waste for disposal [exempted under 371.1(e)(2)(i) (Attachment 3)].
 - c) Warren County will subcontract a qualified environmental contractor (contractor). The contractor's employees will remove the material from the vehicle, place it in a plastic bin and carry it or roll it on a dolly to the restricted packaging area. Contractor personnel receiving materials will be qualified to perform product evaluation. Only qualified contractor staff will be allowed in the packing area.
 - d) Prior publicity should limit public transportation to only those materials being collected (Attachment 3). However, any persons bringing unacceptable or unidentifiable waste to the site will typically be asked to take the waste back home.
2. Waste Packaging - determination of waste type will be completed by label or identification provided by generating household and verified by contractors trained personnel. Unidentifiable material or material incompatible with label or description furnished by household will be turned back.
 - a) Household wastes will be packaged, labeled, and manifested in accordance with the requirements of DEC Regulation 372.2 and 372.3.
 - b) Waste paint will be lab packed for fuels blending in original containers or bulked in 55-gallon drums for transport by the contractor to the proper facility.
 - c) Waste antifreeze will be bulked in 55-gallon drums for recycling and transported to the proper facility for recycling by the Contractor.
 - d) Waste pesticides/herbicides will be segregated, classified, lab packed, transported to the

proper facility for incineration by the contractor.

- e) Aerosol cans will be lab packed for transport to an incineration facility by the contractor.
- f) Corrosive liquids and solids will be lab packed for transport to the proper facility for proper treatment by contractor.
- g) Fluorescent Bulbs/tubes will be lab packed and transported to a proper facility for recycling by the contractor.
- h) Transportation of all HHW collected waste will comply with Part 364. Transporter will provide all applicable permits.
- g) Solid waste items consisting mainly of empty containers will be stored on site in a 30 cubic yard Dumpster(s) that will be provided and removed from the site by Storers Container Service. The collected waste will be properly disposed of according to New York State requirements.

B. SPILL PREVENTION AND CONTROL

1. Prevention

- a) En Route - Spills are to be prevented by proper handling procedures through education of residents in fliers and via media.
- b) On-Site - Qualified contractor employees will handle waste.

2. Control

- a) Emergency Response Plan - Warren County has prepared this contingency plan for the cleanup days to provide a course of action in containing hazardous household waste in the event of a spill or fire. The purpose of this plan is to familiarize employees and volunteers with proper emergency response. The contractor's supervisor will be responsible for implementation of the emergency response plan.
 - All contractor personnel will have training that qualifies them to employ responsible methods of response to safety and release containment issues.
- b) Spill- The entire "packaging" area will be covered with a 6 mil impervious liner to guard against spill contamination. However the following procedures will be implemented for any large spills:
 - The contractor's supervisor will evaluate the volume/extent of the spill and provide immediate containment and cleanup using various techniques.
 - Contaminated materials will then be containerized and disposed of properly.
 - All contractor personnel will wear at least Level D protection (work uniforms and gloves) and will be prepared to use additional safety gear, if required. Fire extinguishers will be positioned in the work area. Spill containment materials, which consist of absorbent pads and floor dry, will be on site. Any spill will be quickly contained and absorbed, as explained in the Spill Control Plan. The waste material will be drummed for disposal.

- Qualified personnel will make a spill assessment including primary containment. This may include but not limited to:
 - A 3 inch chemical absorbent berm constructed with respect to ground slop to protect the surrounding area from any spill runoff.
 - Transferring the material from original container to another container.
 - Contacting outside emergency support personnel including fire, medical or emergency response teams, if required.
- c) Fire – Fire departments will be on call during operating hours to provide fire-fighting and emergency first-aid.
- d) NYS DEC – In case of accidental spillage the contractor will contact the NYSDEC Oils and Hazardous Material Spill Hotline in Albany.
- e) All NYSDEC and Local emergency response telephone numbers are listed in Attachment 4
- f) Copies of notification letters to police, fire and hospitals contacts are presented in Attachment 5

C. SITE SECURITY

1. General Site Logistic (refer to event plot plans in Attachment 2)
2. Access
 - a) Only contractor staff will be allowed in the packaging area.
 - b) Residents will leave cars only to unlock trunks and identify waste materials.
 - c) Site location should discourage walk-ins -- No loitering
 - d) Traffic management will be performed by the Warren County Sheriff's Department and/or the local Police Department as necessary.
 - e) All waste will be removed from each collection site within three days of the actual collection event day. Staff will monitor the site until materials are removed. The emptied containers may remain at the secured site for a somewhat longer period prior to being landfilled.
 - f) Fire and first aid emergencies will be handled by the Warrensburg Volunteer Fire Company and the Bay-Ridge Volunteer Fire Company that will be available on call as needed.
 - g) Volunteers- Employees of Warren County and/or volunteers from environmental and civic groups will be on hand to distribute and assist with the required certification questionnaire. Additionally, they will distribute educational material to participating residents. All volunteers will be asked to attend training session to be held prior to the event.
3. A New York State Environmental Quality Review short Environmental Assessment Form (EAF) was completed for each collection site to comply with Part 617. A copy of each form is presented as Attachment 6.

DRAFT

There are many non-toxic alternatives...



- Glass Cleaner** – 1 tablespoon of lemon juice or vinegar in a quart of water, use newspaper to wipe dry
 - Drain Cleaner** – pour boiling water down the drain once a week, plunge or use drain snake where needed
 - Oven Cleaner** – clean spills as soon as oven cools with steel wool and baking soda – **DO NOT USE THIS METHOD ON self-cleaning or continuous cleaning ovens**
 - Toilet Bowl Cleaner** – use vinegar or baking soda and toilet brush
 - Rug Deodorizer** – sprinkle baking soda on carpet wait 15 minutes then vacuum
 - Roach and ant repellent**–sprinkle boric acid (Borax) along cupboard edges baseboards and in cracks
- These and many more alternatives can be found at NYS DEC website or Household Hazards: A Guide to Detoxifying Your Home, published by the League of Woman Voters of Albany County, New York*

Safety and Managing Household Hazardous Waste

- Never mix chemicals.
- Store chemicals in original containers tightly sealed, away from heat or flames, children and pets.
- Never dump chemicals down drains, on land or in sewers.
- Only buy amount you plan to use.
- Read labels and consider alternatives

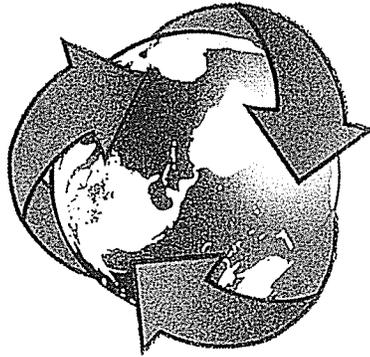


Warren County

Household Hazardous Waste Collection

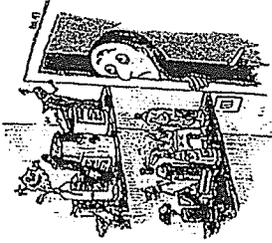
Saturday May 21 2016 Warrensburg
Saturday June 18 2016 Queensbury

Reduce – Reuse – Recycle



For more information and pre-registration packet go to www.warrencountyny.gov or call (518) 761-6556

What is Household Hazardous Waste?



Any waste produced in the home which is flammable, toxic, corrosive or reactive. They include paint products, pesticides, herbicides and cleaning products.

Why are these products a problem?

These products can be harmful to you and can potentially contaminate the water supply.

Best ways to protect yourself and others...

Use non-toxic alternatives when possible.

Always read directions for use and storage.

Keep all chemicals in original containers with lids sealed tightly.

Use all of a container or if you can't see if someone else can use it.

Never put liquid chemicals in trash.

DRAFT

Items NOT accepted at Household Hazardous Waste collection

Explosive waste and Munitions – call local law enforcement on how to dispose

Asbestos – Do NOT attempt to remove, contact NYS DEC or a certified Asbestos contractor

Latex Paint – offer to school or community groups or let paint dry completely then take to landfill

Automotive oil – recycle at service station

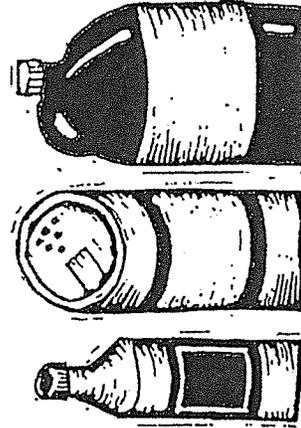
Batteries – recycle at landfill

Electronics – recycle at landfill

Pharmaceuticals – contact DEC for next scheduled collection or check with your pharmacy

Infectious waste – consult your doctor or hospital

Radioactive materials – contact DEC



Items accepted at Household Hazardous Waste collection

ALL CHEMICALS MUST BE IN SEALED ORIGINAL CONTAINERS

Oil based paints

Household Cleaners

Pesticides

Herbicides

Aerosol cans

Anti-freeze

Fluorescent bulbs and tubes

How do I pre-register?

Go to warrencountyny.gov or call 518-761-6556 for the registration packet.

Once your registration packet has been logged you will receive an appointment time to drop off your Household

Hazardous waste. Bring this confirmation and appointment paperwork with you the day of drop off.

XX

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	1131	289	973	1794	11971
2015	2063	2313	880	238	183	639	617	397	*1071	732	223	612	8897
2016	1091	951											2042
Average	2108	1845	885	195	511	630	458	507	1133	432	760	1434	11258

*incl. 665hrs.
For Balloon
Fest.

Warren County DPW Salt Usage Analysis 2008 - 2016 as of 2.24.16

Month	2011		2012		2013		2014		2015		2016		AVERAGE COST	PROJECTED TONS	REMAINING 2016
	COST	TONS	COST	TONS											
January	\$ 24,365	405	\$ 86,912	1452	\$ 74,357	1242	\$ 131,698	1937	\$ 127,471	1875	\$ 87,145	1239	\$97,181	1382	
February	\$ 124,752	2073	\$ 62,121	1038	\$ 147,182	2458	\$ 110,458	1624	\$ 52,945	1485	\$ 63,072	794	\$122,057	1736	
March	\$ 188,851	3139	\$ 53,128	887	\$ 68,515	1144	\$ 55,535	817	\$ 45,607	679			\$93,749	1333	200
April	\$ 10,893	181	\$ 8,576	143	\$ 23,240	388	\$ 36,987	544					\$22,087	314	237
May		0		0		0		0					\$0	0	
June		0		0		0		0					\$0	0	
July		0		0		0		0					\$0	0	
August		0		0		0		0					\$0	0	
September		0		0		0		0					\$0	0	
October		0		0		0		0					\$0	0	62
November		0	\$ 16,586	277		0		0					\$4,870	69	92
December	\$ 54,616	908	\$ 76,281	1274	\$ 112,663	1882	\$ 149,397	2197					\$110,062	1565	1394
Total	\$ 403,477	6706	\$ 303,604	5071	\$ 425,957	7115	\$ 484,075	7119	\$ 226,023	4038		2033	\$450,005	6399	1985

2016 TONS USED	ESTIMATE REMAINING 2016 TONS	2016 EST PRICE	ADDITIONAL 2016 EXPENSE	REMAINING 5142.410	ESTIMATED SHORTFALL AT 12.31.16
2033	4367	\$ 70.18	\$306,441	\$357,418	-\$50,977

Department of Public Works
 Diesel & Unleaded Fuel Expense
 for Period Ending
 January 31, 2016

DM5130 442

Year	January	February	March	April	May	June
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
2014	\$ 41,102.85	\$ 44,193.73	\$ 34,664.00	\$ 21,869.40	\$ 27,397.04	\$ 31,902.50
2015	\$ 29,575.25	\$ 32,106.08	\$ 18,232.34	\$ 13,287.05	\$ 17,399.03	\$ 19,382.64

Seven Year Ave \$ 34,309.97 \$ 31,381.43 \$ 26,699.42 \$ 20,242.59 \$ 24,451.78 \$ 28,617.19
 Ave. Minus high/low \$ 37,603.55 \$ 35,691.40 \$ 30,938.39 \$ 21,449.62 \$ 26,700.90 \$ 31,164.67

Actual 2016 Expense Todate \$ 11,189.37

Year	Year										
	July	August	September	October	November	December	Total				
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				
2014	\$ 32,737.06	\$ 25,894.24	\$ 34,375.73	\$ 29,062.57	\$ 26,566.80	\$ 28,610.78	\$ 378,376.70				
2015	\$ 21,708.69	\$ 17,743.00	\$ 17,946.71	\$ 15,216.72	\$ 12,854.80	\$ 14,217.43	\$ 229,669.74				

Seven Year Ave. \$ 25,910.33 \$ 25,960.00 \$ 27,370.21 \$ 25,293.12 \$ 22,096.45 \$ 28,795.93 \$ 321,128.41
 Ave. Minus high/low \$ 27,887.06 \$ 27,754.81 \$ 30,049.29 \$ 27,757.36 \$ 24,323.43 \$ 28,338.69 \$ 327,970.49

Actual 2016 Expense Todate \$ 11,189.37

Actual 2016 Budget \$ 400,000

Budget Balance after January Expense \$ 388,811

Less: Projected Additional Expense \$ 143,408

Projected Budget Overage or (Shortage) @ current rates \$ 245,403

Gas Usage 2016

29

**Department of Public Works
Diesel Fuel Used (Gallons)
for Period Ending January 31, 2015**

Year	January	February	March	April	May	June
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
2014	9224	10222	7695	4164	5900	7281
2015	9160	10976	5208	8178	4881	6541
Seven Year Ave.	8870	8155	6249	5264	5952	7536
Ave. Minus high/low	9119	8236	6067	4902	5874	7250
Actual 2016	5029.8					
Projected 2016		8236	6249	5264	5942	7536

Year	July	August	September	October	November	December	Year Total
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
2014	7732	5910	8767	7460	7240	8258	89853
2015	7417	5941	6515	6015	4772	5877	81480
Seven Year Ave.	6608	6606	7184	6506	5541	7081	81553
Ave. Minus high/low	6657	6584	6989	6592	5348	7211	81425
Actual 2016							
Projected 2016	6657	6606	7184	6592	5541	7211	73018

Current Price	\$1.4772
Projected Cost	\$107,862

(2)

**Department of Public Works
Unleaded Fuel Used (Gallons)
for Period Ending January 31, 2015**

Year	January	February	March	April	May	June
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
2014	3460	2826	2719	2515	2825	2854
2015	2782	3125	2626	5097	2642	2565
Seven Year Ave	3266	2944	2961	3076	2826	2921
Ave. Minus high/low	3263	2917	2863	2784	2775	2911
Actual 2016	2565.3					
Projected 2016	2944	2961	3076	2826	2921	

Year	July	August	September	October	November	December	Year Total
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
2014	2685	2503	2696	2630	2326	2765	32804
2015	3020	2593	2754	2704	2116	2573	34595
Seven Year Ave	2884	2872	2860	2787	2417	2884	34698
Ave. Minus high/low	2862	2865	2829	2776	2353	2869	34558
Actual 2016							
Projected 2016	2884	2872	2860	2787	2417	2884	31432
							Current Price \$ 1.1309
							Projected Cost \$ 35,546