

WARREN COUNTY BOARD OF SUPERVISORS

COMMITTEE: PUBLIC WORKS

DATE: JANUARY 24, 2017

COMMITTEE MEMBERS PRESENT:

SUPERVISORS SIMPSON
MACDONALD
FRASIER
MERLINO
SOKOL
VANSELOW
GIRARD
VACANT

OTHERS PRESENT:

JEFFERY TENNYSON, SUPERINTENDENT OF PUBLIC WORKS
TIM BENWAY, RECREATION FACILITIES MANAGER, PARKS, RECREATION &
RAILROAD
REPRESENTING SARATOGA & NORTH CREEK RAILWAY:
JUSTIN GONYO, GENERAL SUPERINTENDENT
RONALD CONOVER, CHAIRMAN OF THE BOARD
KEVIN GERAGHTY, ACTING COUNTY ADMINISTRATOR
BRIAN REICHENBACH, COUNTY ATTORNEY
AMANDA ALLEN, CLERK OF THE BOARD
FRANK THOMAS, BUDGET OFFICER
SUPERVISORS BRAYMER
BROCK
LEGGETT
MONTESI
SEEBER
STROUGH
MARK MATTEO, REPRESENTING ADIRONDACK SAFARI
KURT AUSTIN, REPRESENTING RAILS TO TRAILS
DON LEHMAN, THE POST STAR
SARAH MCLENITHAN, DEPUTY CLERK OF THE BOARD

COMMITTEE MEMBER ABSENT:

SUPERVISOR DICKINSON

Please note, the following contains a summarization of the January 24, 2017 meeting of the Public Works Committee; the meeting in its entirety can be viewed on the Warren County website using the following link: <http://warrencountyny.gov/gov/comm/Archive/2017/works/>

Mr. Simpson called the meeting of the Public Works Committee to order at 11:42 a.m.

Motion was made by Mrs. Frasier, seconded by Mr. Sokol and carried unanimously to approve the minutes of the last Committee meeting, subject to correction by the Clerk of the Board.

Copies of the Parks, Recreation & Railroad and DPW Agendas were distributed to the Committee members, copies of same are on file with the meeting minutes.

Prior to commencing the Agenda review, Jeffery Tennyson, *Superintendent of Public Works*, introduced Tim Benway, *Recreation Facilities Manager, Parks, Recreation & Railroad*, and informed that Mr. Benway was knowledgeable about the level of effort required for maintenance purposes on all of the facilities managed by the Department.

Commencing the review of the Parks, Recreation & Railroad Agenda, privilege of the floor was extended to Mark Matteo, *founder of Adirondack Safari*, who proceeded to provide an overview of the company and their future plans. He stated that he had compiled a proposal for the County to consider which would allow his company to use the Warren County Fairgrounds as one of the locations for their "Glamping Tour". He apprised that they would provide their guests with tents, as well as entertainment.

Mrs. Frasier questioned whether this would impact the other events that were already scheduled to take place during that timeframe such as the Warrensburg Bike Rally and Mr. Matteo replied that they would work with any event scheduled there to ensure that no issues arose.

Chairman Conover stated that he felt the County first needed to determine whether they wanted public

property utilized for a business enterprise like this. He said if they determined they would like to move forward with this, he believed some type of competitive licensing approach would be required that included a solicitation due to the fact that there were other businesses within the private sector involved in the camping industry located in the County. He said it would be imperative for them to determine what process they were required to follow in order to move forward with this request. He asked Mr. Geraghty what his thoughts were since the property was located within the Town of Warrensburg. Mr. Geraghty apprised that he had reviewed and discussed the concept with Brian Reichenbach, *County Attorney*, who determined it was feasible to move forward with. He informed he was in favor of the concept, as it would generate additional revenue for the County for the use of the land that normally sat idle.

Mr. Simpson asked Mr. Reichenbach whether it was permissible for the County to move forward with the request and Mr. Reichenbach replied in the affirmative; however, he noted, there were some caveats required. He explained since it was park land they could not alienate it for non-park purposes which meant they did not have the option to sell it. He remarked that he felt the more prudent approach was to not enter into a lease agreement where Mr. Matteo's company would have an interest. He continued, in order to accomplish the desired outcome and be in compliance with the Court of Appeals cases on the question they could enter into a licensing agreement so that there would be no interest in the land conveyed but rather temporary use of the land. He mentioned part of this process would involve the County finding and determining that this would be a park purpose which meant that it was open for people to use for recreational purposes. Secondly, he stated they could not make it a lease but rather have the Board and Committee involved with a lot of the particulars of the operation which included having a plan that would include what amenities and rules were for those who reserved the tents, all of which would be included as part of the licensing agreement. He said he felt by moving forward this way they could meet any legal requirements that he had found thus far. He added that he had spoken to Mr. Matteo's legal counsel regarding this to ensure he was aware of the cases.

A discussion ensued following which it was determined that they would hold off on making a decision until next month to allow Mr. Tennyson and Mr. Reichenbach time to gather additional information to address the concerns brought forward today and present them to the Committee.

Continuing the review of the Parks, Recreation & Railroad Agenda, privilege of the floor was extended to Justin Gonyo, *Saratoga & North Creek Railway (SNCR) General Superintendent*, to provide an update on SNCR operations. Mr. Gonyo apprised that all of the bridges on the line had passed their regular annual inspections which occurred in November. In regards to the operation of the Pullman Ski Train, Mr. Gonyo informed that the determination to cancel the Ski Train in December was made due to low ticket sales accompanied by the significant cost associated with transporting the Pullman Ski Train to and from the Town of North Creek. He stated that they determined the low ticket sales were due to the fact that individuals interested in an excursion such as this booked their trips a year in advance which was why marketing and ticket sales for next year would commence in February.

Mr. Merlino voiced his concerns pertaining to the lack of notification provided to the County regarding the cancellation of the Snow Train. He requested going forward that a close-off date be set so the County could be notified in a more timely manner whether they would be cancelling the train or moving forward with it so the Snowmobile Clubs could be provided with the option to make the necessary modifications to use the property and Mr. Gonyo replied in the affirmative. Mr. Gonyo asked Mr. Merlino what date he would recommend and he replied mid November. Mr. Merlino pointed out that snowmobilers provided the smaller municipalities such as the Town of Lake Luzerne with much needed revenue during the winter months. Mr. Gonyo anticipated that SNCR would be able to provide notification to the County earlier than mid-November.

Mr. Simpson questioned whether SNCR continued to plow parking lots and maintain the buildings as

required by the contract since they had laid off all of their employees with the exception of Mr. Gonyo and the Marketing Coordinator and Mr. Gonyo replied that they had forgone the plowing portion of the contract but were still maintaining the buildings which had all been winterized. He said they were working on obtaining quotes to fix a broken pipe that caused water damage in the ticket office.

Mr. Vanselow apprised that a number of employees had indicated to him that they had been terminated and not laid off and he inquired whether this was accurate and Mr. Gonyo replied in the negative. He stated that although the letters they received indicated they had been terminated in reality they were laid off and would all be afforded the opportunity to return to work when operations resumed in April.

Mr. Geraghty voiced his concerns regarding the lack of freight operations on the railroad which he believed was required in order to manage a successful rail line. He added that there continued to be an issue with the lack of communication from SNCR with the County and the municipalities located along the rail line.

A discussion ensued during which Ms. Braymer suggested that they look further into the possibility of implementing a trail system on the property rather than leasing it to SNCR, as she felt this would align well with Governor Cuomo's proposal for a North South Trail.

Mr. Vanselow pointed out the railroad tracks north of North Creek were owned by Iowa Pacific and he asked Mr. Reichenbach whether any liability would be involved if the County were to remove there portion of the tracks thereby leaving Iowa Pacific with a useless piece of railroad and Mr. Reichenbach replied he was unsure and would have to research the matter further.

Resuming the Parks, Recreation & Railroad Agenda review with Referral/Pending Items, Mr. Tennyson apprised he had no updates pertaining to the development of a plan and/or policy for use of Warren County Fairgrounds for the Committee to consider. Mr. Geraghty stated that no action had been taken as of yet; however, he noted, he planned to work on this.

In regards to the Information for Discussion/Review portion of the Agenda, Mr. Tennyson stated that page 3 of the Agenda consisted of a letter from the New York State Office of Parks, Recreation and Historic Preservation pertaining to the amount of funding awarded to Warren County for the Snowmobile Trail Grant which was \$58,275.

Mr. Tennyson apprised due to time restraints he would forgo his request for an executive session to discuss the performance of a particular contractor.

Concluding the Agenda review, Mr. Tennyson returned to the Item listed on Page 1 of the Agenda which pertained to a request to amend the County Budget to accept grant funding from the Glenn & Carol Pearsall Adirondack Foundation in the amount of \$500.

Motion was made by Mr. Girard, seconded by Mr. MacDonald and carried unanimously to approve the request and refer same to the Finance Committee. *A copy of the resolution request form is on file with the minutes.*

Commencing the review of the DPW Agenda Mr. Tennyson presented the following requests:

- Page 1- Request for a new contract with the lowest responsible bidder for Pin 1759.46-West Brook (CR 69) Sidewalk Project pursuant to the terms and provisions of the specifications (WC 4-17) and proposal for a term commencing upon execution by both parties and terminating upon completion of the work.

Motion was made by Mrs. Frasier, seconded by Mr. Girard and carried unanimously to approve the

request and the necessary resolution was authorized for the February 17th Board meeting. *A copy of the resolution request form is on file with the minutes.*

Page 2- Request for a new contract with Warrensburg Collision Center, Inc. (Primary) for auto body repair services pursuant to the terms and provisions of the specifications (WC 83-16) and proposal for a term commencing January 1, 2017 and terminating December 31, 2017.

Page 3- Request for a new contract with Whiteman Chevrolet, Inc., (Secondary) for auto body repair services pursuant to the terms and provisions of the specifications (WC 83-16) and proposal for a term commencing January 1, 2017 and terminating December 31, 2017.

Motion was made by Mr. Girard, seconded by Mr. MacDonald and carried unanimously to approve both of the requests as outlined above and the necessary resolutions were authorized for the February 17th Board meeting. *Copies of the resolution request forms are on file with the minutes.*

Page 5- Request to increase Capital Project H298, *Stony Creek Bridge Construction Projects*, in the amount of \$39.10 to cover expenses that were not reimbursable through grant funding.

Motion was made by Mrs. Frasier, seconded by Mr. MacDonald and carried unanimously to approve the request and forward same to the Finance Committee. *A copy of the resolution request form is on file with the minutes.*

Page 6- Request for Maja Tiokinska-Scroggins, *Confidential Assistant to the Superintendent of Public Works*, to enroll in the following job-related courses:
Course Title: Fundamentals of Intermediate Accounting
Institution: SUNY Adirondack
Cost: \$756.35

Motion was made by Mrs. Frasier, seconded by Mr. MacDonald and carried unanimously to approve the request and forward same to the Personnel Committee. *A copy of the resolution request form is on file with the minutes.*

Page 12- To fill vacant position of Building Maintenance Worker #12, *Grade 6, Annual Base Salary \$29,322*, due to resignation.

Page 13- To fill vacant position of Meo Light #6, *Grade 5, Annual base Salary \$28,121*, due to promotion.

Page 14- To fill vacant position of MEO Medium #8, *Grade 7, Annual Base Salary \$30,959*, due to retirement.

Page 15- To fill vacant position of Automotive Mechanic #9, *Grade 9, Annual Base Salary \$33,367*, due to retirement.

Page 16- To fill vacant position of Cleaner #8, *Grade 2, Annual Base Salary \$25,281*, due to retirement.

Motion was made by Mr. Girard, seconded by Mr. MacDonald and carried unanimously to approve the

aforementioned requests and refer same to the Personnel Committee for reporting purposes. *Copies of the Notices of Intent to Fill Vacant Positions are on file with the minutes.*

Page 17- Request to amend the Table of Organization and Salary Schedule and create the position of Highway Manager #1, *Annual Base Salary \$71,904*, effective March 1, 2017.

Mr. Tennyson apprised that the individual in the Highway Manager No. 2 position would be retiring in April. He informed the Highway Manager position was a complicated one which would require a certain amount of training before the transition took place. He stated that he would be deleting the Highway Manager No. 2 position once the individual retired.

Motion was made by Mr. Vanselow, seconded by Mr. MacDonald and carried unanimously to approve the request and forward same to the Personnel Committee. *A copy of the resolution request form is on file with the minutes.*

Proceeding to the Information for Discussion/Review portion of the Agenda, Mr. Tennyson advised he was pleased to report that they had received the funding for the household hazardous waste collection from the NYSDEC (*New York State Department of Environmental Conservation*). He informed they would be scheduling another household hazardous waste collection event in the future.

Mr. Tennyson stated that Page 18 of the Agenda included a copy of a draft resolution that would be discussed by the NYSAC (*New York State Association of Counties*) Transportation and Public Works Committee, which he was a member of.

In regards to the amendment last year to the Snow and Ice Contract to include Equipment Efficiency Incentive, Mr. Tennyson reported that they had paid out the entire \$72,000 to the various municipalities that completed snow and ice maintenance on County roads for the DPW. He explained each municipality was allocated \$8,000 for the purchase of equipment and/or upgrades which included live blade plows, ground speed controls and temperature sensors. He informed funding had been set aside in the 2017 County Budget for this purpose.

Mr. Simpson apprised he had observed the State plow truck with the tow behind on the Adirondack Northway this morning which he was thoroughly impressed with.

Concluding the agenda review, Mr. Tennyson pointed out the DPW Overtime and Salt Usage Reports included in the agenda packet.

There being no further business to come before the Public Works Committee, on motion made by Mr. Merlino and seconded by Mrs. Frasier, Mr. Simpson adjourned the meeting at 1:08 p.m.

Respectfully submitted,
Sarah McLenithan, Deputy Clerk of the Board