

WARREN COUNTY BOARD OF SUPERVISORS

COMMITTEE: PUBLIC WORKS

DATE: NOVEMBER 21, 2017

COMMITTEE MEMBERS PRESENT:

SUPERVISORS SIMPSON
MACDONALD
FRASIER
MERLINO
SOKOL
HYDE

OTHERS PRESENT:

JEFFERY TENNYSON, SUPERINTENDENT OF PUBLIC WORKS
TIM BENWAY, DIRECTOR, PARKS, RECREATION & RAILROAD
JUSTIN GONYO, GENERAL SUPERINTENDENT, SARATOGA & NORTH CREEK RAILWAY
MARK MATTEO, REPRESENTING ADIRONDACK SAFARI
LOU TOUKUS, REPRESENTING LAKE GEORGE WINTER CARNIVAL
RONALD CONOVER, CHAIRMAN OF THE BOARD
KEVIN GERAGHTY, ACTING COUNTY ADMINISTRATOR
MARY ELIZABETH KISSANE, COUNTY ATTORNEY
AMANDA ALLEN, CLERK OF THE BOARD
FRANK THOMAS, BUDGET OFFICER
SUPERVISORS BEATY
LEGGETT
JULIE BUTLER, PURCHASING AGENT
MIKE SWAN, COUNTY TREASURER
WILLIAM LOEB, CITY OF GLENS FALLS RESIDENT
HARRISON FREER, WARREN COUNTY RESIDENT
THOM RANDALL, *ADIRONDACK JOURNAL*
SARAH MCLENITHAN, DEPUTY CLERK OF THE BOARD

COMMITTEE MEMBERS ABSENT:

SUPERVISORS DICKINSON
GIRARD
VANSELOW

Please note, the following contains a summarization of the November 21, 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 10:50 a.m.

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

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

Commencing 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 this past weekend they had successfully completed a practice run for the Train to Christmas Town event which was attended by SNCR friends and family. He mentioned the first revenue generating run was scheduled for the Friday after Thanksgiving. He also advised the product plan for the Snow Train had been developed and he estimated tickets sales would be available within one week.

Mr. Gonyo reminded the Committee that at their October 13th meeting he had requested permission to use County railroad right-of-way in order to construct a 750 foot by 10 foot stone and asphalt platform at the Stony Creek Rail Station, and approval was granted (*authorized by Resolution No. 424 of 2017*). He said SNCR had subsequently decided to change the plans to include construction of a wooden platform of the same dimensions and he had submitted revised plans to the Department of Public Works (DPW) for review and approval.

Jeffery Tennyson, *Superintendent of Public Works*, recommended the Committee authorize conceptual approval of the proposal from SNCR to construct a wooden platform at the Stony Creek Rail Station at

no cost to the County, contingent upon DPW Engineering review and approval, as well as the issuance of a building permit by the Warren County Fire Prevention & Building Code Enforcement Office.

Mr. Geraghty inquired how long the Engineering review would take since there was an immediate need for the platform in connection with the Train to Christmas Town event. Mr. Tennyson replied SNCR had indicated to him they could use the existing platform at the Stony Creek Ranch this weekend and next weekend if necessary, but his intent was to move this through the review process as quickly as possible. He advised he had distributed the plans to the Fire Prevention & Building Code Enforcement Office for review this morning with the goal of reissuing the permit early next week. Mr. Gonyo asked whether he should discuss the matter with the Fire Prevention & Building Code Enforcement Office following this meeting and Mr. Tennyson replied in the affirmative.

Mr. Thomas questioned whether the platform SNCR had been working on was removed and Mr. Gonyo replied affirmatively. He explained they removed it due to the lack of approvals from the required agencies with their intention being to rebuild the structure reflected in the plans provided to Mr. Tennyson. Mr. Thomas asked whether the wooden platform was different than the one they originally planned to build and Mr. Gonyo responded that it was slightly different.

Motion was made by Mr. Merlino, seconded by Mr. Sokol and carried unanimously to amend prior Resolution No. 424 of 2017 to provide conceptual approval for the revised building plans for a wooden platform, contingent upon review and approval by DPW Engineering, as well as the issuance of a building permit by the Warren County Fire Prevention & Building Code Enforcement Office and the necessary resolution was authorized for the December 15th Board meeting. *A copy of the resolution request form is on file with the minutes.*

Continuing with the Agenda review, privilege of the floor was extended to Mark Matteo, *Representing Adirondack Safari*, who proceeded began by showing the Committee a slide show comprised of photos highlighting the luxury camping they offered this past summer at the Warren County Fairgrounds. Following the slide show, Mr. Matteo apprised they had used the underutilized Warren County Fairgrounds to create a unique experience which attracted tourists from all over Northeastern United States, 27% of which had never visited the area before. He stated although he believed they had done a great job, the company had lost a significant amount of money because they were in their infancy and it took time to build up businesses. He commented going forward the only way he could foresee the company being able to eventually turn a profit would be if they had a long-term agreement with the County. He requested the County consider authorizing a five-year agreement which would guarantee a rental income of \$100,000 each year to the County.

A lengthy discussion ensued during which the Committee members voiced their support of Adirondack Safari, at the conclusion of which it was determined the County Attorney would research whether an RFP (*Request for Proposal*) was required for the continued use of the Warren County Fairgrounds in this manner and report back to the Committee at their next meeting. Mr. Simpson announced a special Committee meeting could be scheduled in December to discuss the matter further if necessary.

Mr. Matteo thanked Tim Benway, *Director, Parks, Recreation & Railroad*, and Mr. Geraghty for the assistance they provided him throughout the season.

Proceeding with the Agenda review, privilege of the floor was extended to Lou Tokus, *Representing the Lake George Winter Carnival*, who advised their Organization was excited to bring back the East Coast Snocross event. He noted a few years ago they had used the Festival Commons site for the event, but due to all upgrades there it was no longer a viable site for them. He said this had been one of the events that attracted the most spectators resulting in a number of hotel rooms being booked and restaurant seating filling up. He advised they had decided to shift gears and offer more events off of Lake George as a result of the Lake not freezing sufficiently in advance of the Winter Carnival over the last few

years. He requested use of the Warren County Fairgrounds to host the event on February 10-11, 2017 and access to the site five days prior in order to make snow for the event.

Mr. Simpson informed Edward Corcoran, *Director, Countryside Adult Home*, had indicated he had no concern with the event having a negative impact on the residents of the Home.

A discussion ensued following which a motion was made by Mr. MacDonald, seconded by Ms. Hyde and carried unanimously to approve the request for use of the Warren County Fairgrounds for the week of February 4-11, 2018 for a fee not to exceed \$1,400 and authorize the Superintendent of Public Works to issue a Use Permit.

Continuing with the Agenda review, Mr. Benway presented the following requests:

Page 6- Request for agreements with the Towns of Hague, Horicon, Thurman and Lake Luzerne for 2017-18 snowmobile trail maintenance and equipment support for the term commencing January 1, 2018 and terminating December 31, 2018 (*Town of Horicon - \$27,000; Town of Thurman - \$27,000; Town of Lake Luzerne - \$27,000; Town of Hague - \$9,000.*)

Motion was made by Mrs. Frasier, seconded by Mr. Merlino and carried unanimously to approve the request and the necessary resolution was authorized for the December 15th Board meeting. *A copy of the resolution request form is on file with the meeting minutes.*

Page 7- Request to authorize an inter-municipal agreement with the Town of Bolton to accept funding in the amount of \$20,000 in support of Up Yonda Environmental Education Center for budget year 2018

Motion was made by Mrs. Frasier, seconded by Mr. Simpson and carried unanimously to approve the request and the necessary resolution was authorized for the December 15th Board meeting. *A copy of the resolution request form is on file with the meeting minutes.*

Page 8- Request to amend the County Budget in the amount of \$319.85 to reflect the receipt of reimbursement from Adirondack Safari Tent Co. Inc. for water usage at the Warren County Fairgrounds.

Motion was made by Mr. Merlino, 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 meeting minutes.*

Concluding the Agenda review, Mr. Benway reviewed the data compiled pertaining to the 2017 Trunk or Treat event, which, he noted, had more participants than any previous year.

Moving along to the Solid Waste Agenda, privilege of the floor was extended to Julie Butler, *Purchasing Agent*, who apprised that Electronic Recycling International, the largest recycler of electronic waste in the World, was the lowest responsible bidder (WC 68-17) for electronic recycling services. She provided an overview of the changes to the contract as follows: the towns would only receive revenue and/or rebates for computers and laptops; the expense portion of the contract had been reduced for televisions from \$.15 to \$.05; items would need to be packaged differently; and small scrap metal was added for the benefit of the County to allow them to recycle old license plates.

Motion was made by Mr. Merlino, seconded by Mr. MacDonald and carried unanimously to authorize a new contract with Electronic Recycling International for electronic recycling services over the term commencing January 1, 2018 and terminating December 31, 2018, with two possible one-year

extensions, and the necessary resolution was authorized for the December 15th Board meeting. *A copy of the resolution request form is on file with the meeting minutes.*

In regards to the solid waste disposal and transportation contracts, Mrs. Butler informed the solid waste disposal portion (WC 76-17) was scheduled to be opened on November 28th following which once all of the bids for transfer stations were compiled the bid for solid waste transportation services (WC 77-17) would be opened to allow her to combine the two figures to calculate the lowest bid per transfer station.

Mr. Tennyson presented the following requests:

Page 4- Request for a new contract with the lowest responsible bidder for solid waste disposal pursuant to the terms and provisions of the specifications (WC 76-17) and proposal for a term commencing on execution by both parties and terminating December 31, 2018 with option to extend for up two additional one year terms.

Page 5- Request for a new contract with the lowest responsible bidder for solid waste hauling services pursuant to the terms and provisions of the specifications (WC 77-17) and proposal for a term commencing on execution by both parties and terminating December 31, 2018 with option to extend for up two additional one year terms.

Motion was made by Mr. Merlino, seconded by Mr. MacDonald and carried unanimously to approve the requests as outlined above and the necessary resolutions were authorized for the December 15th Board meeting. *Copies of the resolution request forms are on file with the meeting minutes.*

Moving on to the review of the DPW Agenda Mr. Tennyson presented the following items:

Page 1- Request for a new contract with the lowest responsible bidder for periodic surveying services pursuant to the terms and provisions of the specifications (WC 57-17) and proposal for a term commencing on execution by both parties and terminating December 31, 2018 with the option to extend for up two additional one year terms.

Mr. Tennyson apprised the County previously had a long-term contract with David Barrass, *Land Surveyor*, but Mr. Barrass was retiring. He said Mr. Barrass had been exceptional to work with and he wished him well in his retirement.

Motion was made by Mrs. Frasier, seconded by Mr. Merlino and carried unanimously to approve the request and the necessary resolution was authorized for the December 15th Board Meeting. *A copy of the resolution request form is on file with the meeting minutes.*

Page 2- Request for a new contract with Rozell East, Inc. for crane services pursuant to the terms and provisions of the specifications (WC 62-17) and proposal for a term commencing upon execution by both parties and terminating December 31, 2018 with the option to extend for up two additional one year terms.

Mr. Geraghty inquired whether Mr. Tennyson had acquired any of the sections from the Tappan Zee Bridge for use on County Bridge Projects since the New York State Department of Transportation was giving them away for free and Mr. Tennyson replied in the negative. He explained he had taken a look at them, but determined they were not conducive to the use for the types of bridges the County had.

Motion was made by Mrs. Frasier, seconded by Mr. Merlino and carried unanimously to approve the request and the necessary resolution was authorized for the December 15th Board Meeting. *A copy of*

the resolution request form is on file with the meeting minutes.

- Page 4- Request to amend the existing contract with Peckham Road Corp. to increase the contract price by \$16,474.22, for a total contract amount not to exceed \$803,457.77, in accordance with final approved quantities for the Bay Road Project.

Motion was made by Mrs. Frasier, seconded by Mr. Merlino and carried unanimously to approve the request and the necessary resolution was authorized for the December 15th Board Meeting. *A copy of the resolution request form is on file with the meeting minutes.*

- Page 5- Request to decrease Capital Project H199, *Corinth Road (CR 28)/Main Street/Broad Street Reconstruction Project*, in the amount of \$762,270.09 to reconcile capital project funding shares with final project costs.

- Page 6- Request to decrease Capital Project H214, *Milton Street (CR 14) over Schroon River Bridge Project*, in the amount of \$806,320.10 to reconcile capital project funding shares with final project costs.

- Page 7- Request to decrease Capital Project H260, *Alder Brook Road over Trout Brook Bridge Project*, in the amount of \$348,321.06 to reconcile capital project funding shares with final project costs.

- Page 8- Request to decrease Capital Project H320, *Crane Mountain Road over Mill Creek Bridge Project*, in the amount of \$344,720.59 to reconcile capital project funding shares with final project costs.

- Page 9- Request to decrease Capital Project H324, *2011 Storm Damage Project*, in the amount of \$1,476,085.51 to reconcile capital project funding shares with final project costs.

- Page 10- Request to decrease Capital Project H332, *West Brook Porous Asphalt Parking Lot Project*, in the amount of \$117,275.26 to reconcile capital project funding shares with final project costs.

- Page 11- Request to decrease Capital Project H333, *Valley Road and Combs Road Bridges over Patterson Creek Project*, in the amount of \$179,240.77 to reconcile capital project funding shares with final project costs.

Mr. Geraghty repeated his request that going forward the names of the bridges and where they were located be included on the request forms.

Motion was made by Mr. Merlino, seconded by Mrs. Frasier and carried unanimously to approve the request as outlined above and refer same to the Finance Committee. *Copies of the resolution request forms are on file with the meeting minutes.*

- Page 13- Request to amend the County Budget in the amount of \$962,997.04 to reflect funding returned to Budget Code A.9950 910, *Interfund Transfers*.

- Page 14- Request to amend the County Budget in the amount of \$187,942.41 to reflect funding returned to Budget Code D.9950 910, *Interfund Transfers*.

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

request as outlined above and refer same to the Finance Committee. *Copies of the resolution request forms are on file with the meeting minutes.*

Page 15- Request to increase Capital Project H322, *Palisades Road (CR 26) over Brant Lake Inlet Bridge Replacement*, in the amount of \$76,943.12 to reflect the transfer of the Local Share.

Page 16- Request to establish Capital Project H375, *13th Lake Road Culvert Replacement*, in the amount of \$20,000.

Page 17- Request to establish Capital Project H376, *Hudson Street over Mill Creek Bridge Replacement*, in the amount of \$9,000.

Page 18- Request to establish Capital Project H377, *2018 Pavement Preservation Project*, in the amount of \$48,500.

Page 19- Request to establish Capital Project H378, *2018 Bridge Projects*, in the amount of \$250,000.

Motion was made by Mrs. Frasier, seconded by Mr. MacDonald and carried unanimously to approve the requests as outlined above and forward same to the Finance Committee. *Copies of the resolution request forms are on file with the meeting minutes.*

Page 20- Request to amend the County Budget in the amount of \$119,322.48 to provide funding for 2018 County Road Projects.

Page 21- Request to amend the County Budget in the amount of \$100,000 to provide funding for 2018 Road Projects.

Motion was made by Mr. MacDonald, seconded by Mr. Merlino and carried unanimously to approve the request as outlined above and refer same to the Finance Committee. *Copies of resolution request forms are on file with the meeting minutes.*

Page 22- Request for transfer of funds amongst various road projects totaling \$390,621.53.

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

With regards to Information for Discussion/Review portion of the agenda, Mr. Tennyson distributed photos of various road projects, as well as one of a storm water project they coordinated with Warren County Soil and Water Conservation District in the Town of Bolton; *copies of the photos are file with the minutes.*

Mr. Tennyson pointed out the DPW Overtime, and Fuel Usage Reports were included in the agenda packet.

There being no further business to come before the Public Works Committee, on motion made by Mr. MacDonald and seconded by Mrs. Frasier, Mr. Simpson adjourned the meeting at 11:51 a.m.

Respectfully submitted,
Sarah McLenithan, Deputy Clerk of the Board