

AGENDA
Public Works Committee
Department of Public Works
October 23, 2018 – 9:45 am

Committee Members: *SIMPSON, Merlino, Frasier, Dickinson, Diamond, Loeb, Hyde, Magowan, Wild*

- 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

- 2 Request to Transfer Funds for Road Projects..... Kevin Hajos
Rationale: To extend CR3 Warrensburg Road Project.
- 3 Request to Transfer to Reconcile Road projects..... Kevin Hajos
Rationale: To cover the internal equipment rentals for each project
- 4 Request to Transfer Funds for Town Road Projects Kevin Hajos
Rationale: To cover the overtime salaries for each Town projects,
- 5 Request to create a new position
Rationale: Eliminate an outdated position and create a new position
- 6 Request to fill position..... Kevin Hajos
Rationale: To fill vacancy for MEO-Light (new position created)
- 7 Request to fill position..... Kevin Hajos
Rationale: To fill vacancy for MEO-Medium#4
- 8 Request to fill position..... Kevin Hajos
Rationale: To fill vacancy for MEO-Medium#24
- 9 Request to Amend Resolution 290 of 2018
Rationale: Adjust rates back to 2018 contracts.

IV. Referral/Pending Items – None

V. Information for Discussion/Review

River Road Crossing in Thurman..... Kevin Hajos

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

VII. Motion to Adjourn

Attachments

REQUEST FOR TRANSFER OF FUNDS

TO: AMANDA ALLEN, CLERK, WARREN COUNTY BOARD OF SUPERVISORS

FROM Department of Public Works
Name of Department

SIGNED: _____ DATE: 10/23/2018

<u>FROM CODE</u>	<u>TITLE</u>	<u>TO CODE</u>	<u>TITLE</u>	<u>AMOUNT</u>
D.5112.8274	280 County Roads, 2018 CR 10 Schroon River Rd	D.5112.8283	280 County Roads, 2018 CR 3 Warrensburg Road	\$ 38,770.32

<u>FROM CODE</u>	<u>TITLE</u>	<u>TO CODE</u>	<u>TITLE</u>	<u>AMOUNT</u>
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A.1990 439 Contingent Fund

Please state reason for transfer request:

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

Change of scope for CR 3 Warrensburg Road

REQUEST FOR TRANSFER OF FUNDS

TO: AMANDA ALLEN, CLERK, WARREN COUNTY BOARD OF SUPERVISORS

FROM Department of Public Works
Name of Department

SIGNED: _____ DATE: 10/23/2018

<u>FROM CODE</u>	<u>TITLE</u>	<u>TO CODE</u>	<u>TITLE</u>	<u>AMOUNT</u>
D.5110	421 County Roads, Maint of Roads, Equipment Rental	D.5112.8273 421	County Roads, 2018 CR 55 Valentine Pond Rd, Equip Rental	\$ 17,314.96
D.5110	421 County Roads, Maint of Roads, Equipment Rental	D.5112.8284 421	County Roads, 2018 CR 36 Valley Road, Equip Rental	\$ 34,380.04
D.5110	421 County Roads, Maint of Roads, Equipment Rental	D.5112.8233 421	County Roads, 2017 CR 66 Country Club Rd, Equip Rental	\$ 6,264.83

<u>FROM CODE</u>	<u>TITLE</u>	<u>TO CODE</u>	<u>TITLE</u>	<u>AMOUNT</u>
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A.1990 439 Contingent Fund

Please state reason for transfer request:

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

Transfer to cover Internal Equipment Rental Costs for Completed Roads

REQUEST FOR TRANSFER OF FUNDS

TO: AMANDA ALLEN, CLERK, WARREN COUNTY BOARD OF SUPERVISORS

FROM DEPARTMENT OF PUBLIC WORKS

Name of Department

SIGNED: _____ DATE: 10/23/2018

<u>FROM CODE</u>	<u>TITLE</u>	<u>TO CODE</u>	<u>TITLE</u>	<u>AMOUNT</u>
D.5148	110 County Roads, Serv to Other Govts Salaries-Reg	D.5148 120	County Roads, Serv to Other Govts. Salaries-OT	\$ 1,179.83

<u>FROM CODE</u>	<u>TITLE</u>	<u>TO CODE</u>	<u>TITLE</u>	<u>AMOUNT</u>
A.1990 439	Contingent Fund			
	Please state reason for transfer request:			
	Overtime for Town Paving			

RESOLUTION REQUEST FORM NO. 11

Request to Create New Position

DEPARTMENT NAME: Warren County Public Works

DATE: 10/??/2018

- (a) Title of Requested Position: Motor Equipment Operator Light #~~28~~ 33
- (b) Annual **Base** Salary (and Grade if Applicable): \$32,749 Grade 7
- (c) Effective Date for New Position:* 12/01/2018
*Please do not backdate unless the purpose is to correct an error.
- (d) List Any Position in the Department=s Table of Organization Being Deleted as a Result of this Request: (Include annual salary and grade if applicable): Working Supervisor #5 - \$38,199.00
- (e) Where are Funds in the Budget for this Position? List Budget Code, Object Code, Full Title and Amount: D.5110.110 Working Supervisor #5 - \$38,199.00
- (f) Has Personnel Officer Reviewed and Approved of the New Position Title? (This is necessary **BEFORE** bringing the request to committees.)
- (g) Is this a mandated position? If so, please explain: no
- (h) Is there expected revenue from this position? If so, please explain: no

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

Department: Public Works Payroll Dept. No: 19.63
Title of Position: MEO-Light # 33 Base Salary of Position: \$32,749 Grade: 7
Filling at Step # (If Known): _____
Budget code and title: D.5110 Union Non-Union
This position is vacated due to: Retirement Resignation Termination Promotion Other
Employee No./Last Name: _____ Date of Vacancy: _____
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 _____
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. 10/15/18
Human Resources Director has approved this form when initialed. 10/15/18

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 10/15/18

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 10/19/18

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 10/23/18

RESOLUTION REQUEST FORM NO. 12

Schedule "A"

NOTICE OF INTENT TO FILL VACANT POSITION

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DEPARTMENT HEAD COMPLETES THIS SECTION

Department: Public Works Payroll Dept. No: 19.63
Title of Position: MEO-Medium #4 (125A) Base Salary of Position: \$35,296.00 Grade: 9
Filling at Step # (If Known): _____
Budget code and title: D.5110 Union Non-Union
This position is vacated due to: Retirement Resignation Termination Promotion Other _____
Employee No./Last Name: 12195/Combs Date of Vacancy: 9/24/18
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 _____
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. Per 10/15/18
Human Resources Director has approved this form when initialed. AP 10/15/18

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 10/15/18

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 [Signature] Date 10/19/18

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 10/23/18

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

Department: Public Works Payroll Dept. No: 19.63
Title of Position: MEO-Medium #24 (220A) Base Salary of Position: \$35,296.00 Grade: 9
Filling at Step # (If Known): _____
Budget code and title: D.5110 Union Non-Union
This position is vacated due to: Retirement Resignation Termination Promotion Other
Employee No./Last Name: 12837/Esser Date of Vacancy: 9/24/18
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 _____
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. Jan 10/15/18
Human Resources Director has approved this form when initialed. NS 10-15-18

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 10/15/18

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 10/19/18

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 10/23/18

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: 10/23/2018

- (a) Purpose of Request: Amend 290 of 2018

- (b) Details: New contracts were completed for each of the towns that perform maintenance along county roads. Typically the previous three years average cost to the county would be the rate used to pay the Towns. 2018 rates were based on 2014, 2015, and 2016. 2014 was unusually higher year for cost to the county. 2019 rates that were computed were 2015, 2016 & 2017. Year 2014 dropped off, which significantly lowered the rates to the Towns. County DPW is requesting to use the rates from 2018 contracts. County DPW Staff will review state rates as well as the towns cost for the rates for 2020 budget.

- (c) Previous Resolution Number: 290 of 2018

- (d) Where are the Funds (if required)? List Budget Code, Object Code, Full Title* and Amount: D5110.470 Highway Maintenance Contracts and D5142.470 Snow & Ice Contracts.

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

* as listed in budget and LOGOS

Warren County Board of Supervisors

RESOLUTION NO. 290 OF 2018

RESOLUTION INTRODUCED BY SUPERVISORS SIMPSON, MERLINO, FRASIER, DICKINSON, DIAMOND, LOEB, HYDE, MAGOWAN AND WILD

AUTHORIZING AMENDMENT OF AGREEMENTS WITH VARIOUS MUNICIPALITIES FOR ROADWAY MAINTENANCE AND INCLUDING A CATEGORY FOR EQUIPMENT IMPROVEMENT

RESOLVED, that Warren County continue the agreements (previously authorized by Resolution No. 275 of 2017) with various municipalities for the purpose of providing roadway maintenance and services, as recommended by the Superintendent of Public Works on County roadways, for a continued term commencing January 1, 2019 and terminating December 31, 2019, said agreements shall renew on an annual basis for a period of five years unless there is an increase and/or a decrease in the rates or mileage, for the total amounts listed for each municipality as set forth on the attached Schedule "A", and the Chairman of the Board of Supervisors be, and hereby is, authorized to execute the agreements in the form approved by the County Attorney, and be it further

RESOLVED, that the payment to the municipalities shall be as follows: (1) Lump sum payment of Eight Thousand Dollars (\$8,000) upon receipt of equipment upgrade confirmation from each municipality; (2) Sixty-Seven Percent (67%) of the payment for snow and ice removal to be paid in January of each year; (3) Thirty-Three Percent (33%) of the payment for snow and ice removal to be paid in July of each year; and (4) One Hundred Percent (100%) of the payment for mowing and sweeping to be paid in July of each year, and be it further

RESOLVED, that the funds for these agreements shall be expended from Budget Codes: D.5142 470 County Road, Snow Removal - County, Contract (in the amount of One Million Two Hundred Seventy-Two Thousand Six Hundred Seventeen Dollars and Thirty-Four cents (\$1,272,617.34)) and D.5110 470 County Road, Maintenance of Roads, Contract (in the amount of One Hundred Four Thousand Eighty-Six Dollars and Eighty-Six Cents (\$104,086.86)), for a total of One Million Three Hundred Seventy-Six Thousand Seven Hundred Four Dollars and Twenty Cents (\$1,376,704.20).

RESOLUTION No. 290 OF 2018

PAGE 2 OF 2

Schedule "A"
2019 MUNICIPAL CONTRACT
HIGHWAY RECOMMENDED PAYMENT RATE

- \$7,925.39/MI. PLOW/ICE CONTROL APPLICATION WITH TYPICAL SNOW/ICE REMOVAL OPERATIONS BETWEEN STORMS, ADJUST MILES APPROPRIATE FOR MULTIPLE LANE HIGHWAYS.
- \$8,000 Lump Sum EQUIPMENT EFFICIENCY IMPROVEMENTS FOR TEMP SENSORS, SPEED CONTROLS AND OTHER EQUIPMENT THAT WILL RESULT IN BETTER EFFICIENCY OF MATERIAL USAGE AND LESS ENVIRONMENTAL IMPACT.
- \$ 710.50/EACH ADDITIONAL FOR WEIGHT RESTRICTED OR BRIDGES THAT REQUIRE SPECIAL EQUIPMENT OTHER THAN TYPICAL ROAD PLOW VEHICLE.
- \$ 554/MI. SWEEP ROAD IN SPRING AFTER WINTER OPERATIONS ARE COMPLETED ONE TIME PER YEAR.
- \$ 140/MI. MOWING IN MID JUNE TO LATE JULY, ONE TIME PER YEAR. ONE 6' PASS EACH SIDE OF HIGHWAY AND CLEAR FOR INTERSECTION SITE DISTANCE.
- \$ 280/MI. MOWING IN MID JUNE TO LATE JULY, TWO TIMES PER YEAR. ONE 6' PASS EACH SIDE OF HIGHWAY AND CLEAR FOR INTERSECTION SITE DISTANCE

TOWN	MILES \$7,925.39	EQUIPMENT UPGRADES	BRIDGE S \$710.50	D.5142 TOTAL	MILES \$554.00	MILES \$140.00 \$280.00	D.5110 TOTAL	ESTIMATE OF PAYMENT
BOLTON	17.64	\$8,000	0	\$147,803.88	17.64	17.64	\$12,242.16	\$160,046.04
CHESTER	32.87	\$8,000	0	\$268,507.57	32.87	32.87	\$22,811.78	\$291,319.35
HAGUE	9.02	\$8,000	0	\$79,487.02	9.02	0.0	\$ 4,997.08	\$ 84,484.10
HORICON	26.32	\$8,000	0	\$216,596.26	26.32	0.0	\$14,581.28	\$231,177.54
LAKE GEORGE	0.95	\$8,000	0	\$15,529.12	0.95	0.95	\$ 659.30	\$ 16,188.42
LAKE LUZERNE	8.94	\$8,000	0	\$78,852.99	8.94	8.94	\$ 6,204.36	\$ 85,057.35
STONY CREEK	21.72	\$8,000	0	\$180,139.47	21.72	21.72	\$18,114.48	\$198,253.95
THURMAN	26.53	\$8,000	0	\$218,260.60	26.53	26.53	\$18,411.82	\$236,672.42
WARRENSBURG	6.82	\$8,000	0	\$62,051.16	6.82	6.82	\$ 5,687.88	\$ 67,739.04
WASHINGTON CO.	0.68		0	\$5,389.27	0.68	0	\$ 376.72	\$ 5,765.99
	151.49 MI	\$72,000	0	\$1,272,617.34	151.49 MI	115.47 MI	\$104,086.86	\$1,376,704.20

RESOLUTION No. 275 OF 2017

PAGE 2 OF 2

Schedule "A"
2018 MUNICIPAL CONTRACT
HIGHWAY RECOMMENDED PAYMENT RATE

- \$8,260.59/MI. PLOW/ICE CONTROL APPLICATION WITH TYPICAL SNOW/ICE REMOVAL OPERATIONS BETWEEN STORMS, ADJUST MILES APPROPRIATE FOR MULTIPLE LANE HIGHWAYS.
- \$8,000 Lump Sum EQUIPMENT EFFICIENCY IMPROVEMENTS..FOR TEMP SENSORS, SPEED CONTROLS AND OTHER EQUIPMENT THAT WILL RESULT IN BETTER EFFICIENCY OF MATERIAL USAGE AND LESS ENVIRONMENTAL IMPACT.
- \$ 710.50/EACH ADDITIONAL FOR WEIGHT RESTRICTED OR BRIDGES THAT REQUIRE SPECIAL EQUIPMENT OTHER THAN TYPICAL ROAD PLOW VEHICLE.
- \$ 554/MI. SWEEP ROAD IN SPRING AFTER WINTER OPERATIONS ARE COMPLETED ONE TIME PER YEAR.
- \$ 140/MI. MOWING IN MID JUNE TO LATE JULY, ONE TIME PER YEAR. ONE 6' PASS EACH SIDE OF HIGHWAY AND CLEAR FOR INTERSECTION SITE DISTANCE.
- \$ 280/MI. MOWING IN MID JUNE TO LATE JULY, TWO TIMES PER YEAR. ONE 6' PASS EACH SIDE OF HIGHWAY AND CLEAR FOR INTERSECTION SITE DISTANCE

TOWN	MILES \$8,206.94	EQUIPMENT UPGRADES	BRIDGES \$710.50	D.5142 TOTAL	MILES \$554.00	MILES \$140.00 \$280.00	D.5110 TOTAL	ESTIMATE OF PAYMENT
BOLTON	17.64	\$8,000	0	\$153,716.81	17.64	17.64	\$12,242.16	\$165,958.97
CHESTER	32.87	\$8,000	0	\$279,525.59	32.87	32.87	\$22,811.78	\$302,337.37
HAGUE	9.02	\$8,000	0	\$82,510.52	9.02	0.0	\$ 4,997.08	\$ 87,507.60
HORICON	26.32	\$8,000	0	\$225,418.73	26.32	0.0	\$14,581.28	\$240,000.01
LAKE GEORGE	0.95	\$8,000	0	\$15,847.56	0.95	0.95	\$ 659.30	\$ 16,506.86
LAKE LUZERNE	8.94	\$8,000	0	\$81,849.67	8.94	8.94	\$ 6,204.36	\$ 88,054.03
STONY CREEK	21.72	\$8,000	0	\$187,420.01	21.72	21.72	\$18,114.48	\$205,534.49
THURMAN	26.53	\$8,000	0	\$227,153.45	26.53	26.53	\$18,411.82	\$245,565.27
WARRENSBURG	6.82	\$8,000	0	\$64,337.22	6.82	6.82	\$ 5,687.88	\$ 70,025.10
WASHINGTON CO.	0.68		0	\$5,617.20	0.68	0	\$ 376.72	\$ 5,993.92
	151.49 MI	\$72,000	0	\$1,323,396.76	151.49 MI	115.47 MI	\$104,086.86	\$1,427,483.62