

Agenda
Public Works Committee – Public Works
Department of Public Works
August 20, 2019 10:45 am

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

- 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: Notice Of Intent to Fill position of Senior Civil Eng. Tech..... Kevin Hajos
Rationale: Due to resignation
- 3 Request: Notice Of Intent to Fill position of MEO – Light..... Kevin Hajos
Rationale: Due to promotion
- 4 Request: Notice Of Intent to Fill position of MEO – Medium..... Kevin Hajos
Rationale: Due to promotion
- 5 Request for Transfers for road projects..... Kevin Hajos
Rationale: Salaries are not included as part of projects.
- 6 Request for Transfers for OT..... Kevin Hajos
Rationale: Coverage while division head was on vacation
- 7 Request for Transfers for OT..... Kevin Hajos
Rationale: Coverage for Household Hazardous Waste and Up Yonda Program
- 8 Request to Authorize Agreement with various Municipalities..... Kevin Hajos
Rationale: County Road Maintenance including Snow and Ice (pending referral)

IV. Referral/Pending Items –

With regard to the contracts for snow and ice with the towns, Mr. Hajos said he would return to Committee with a figure once he had all of the information he required from the towns. (06.25.19)

- V. **Information for Discussion/Review**
Road construction update
HHW - August 3, 2019 – Warrensburg – 73 cars
Sagamore Road - Bolton

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

VII. Motion to Adjourn

Attachments:
DPW Overtime Report
DPW Fuel Report

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 Work Payroll Dept. No: 19.62
Title of Position: Senior Engineering Technician Base Salary of Position: \$38,818 Grade: 12
Filling at Step # (If Known): _____
Budget code and title: D.5020 Senior Engineering Technician Union Non-Union
This position is vacated due to: Retirement Resignation Termination Promotion Other
Employee No./Last Name: 13238 / Meixner Date of Vacancy: 8/9/2019
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. *TCB 8/14/19*
Human Resources Director has approved this form when initialed. *13 8-14-19*

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 8/14/19

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 8/16/19

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 8/20/19

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DEPARTMENT HEAD COMPLETES THIS SECTION

Department: Public Work Payroll Dept. No: 19.63
Title of Position: MEO-Light #28 Base Salary of Position: \$33,600 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: #13017 Russell Date of Vacancy: 11/19/2018
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. 8/14/19
Human Resources Director has approved this form when initialed. 8-14-19

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 8/14/19

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 8/16/19

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 8/20/19

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DEPARTMENT HEAD COMPLETES THIS SECTION

Department: Public Work Payroll Dept. No: 19.63
Title of Position: MEO-Medium #7 Base Salary of Position: \$36,214 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: Bederian/11972 Date of Vacancy: 09/23/2019
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. PO's 8/14/19
Human Resources Director has approved this form when initialed. AD 8-14-19

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 8/14/19

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 8/16/19

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 8/20/19

REQUEST FOR TRANSFER OF FUNDS

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

FROM Department of Public Works

Name of Department

SIGNED: _____

DATE: _____

8/20/2019

<u>FROM CODE</u>	<u>TITLE</u>	<u>TO CODE</u>	<u>TITLE</u>	<u>AMOUNT</u>
D.5110	110 County Roads, Maint of Roads, Salaries-Regular	D.5112.8300	110 Co Roads, 2019 CR#60 Harrington Hill Rd Salaries - Regular	\$3,491.39
D.5112.8300	280 Co Roads, 2019 CR#60 Harrington Hill Road	D.5112.8300	120 Co Roads, 2019 CR#60 Harrington Hill Rd Salaries - Overtime	\$ 727.96
D.5110	130 County Roads, Maint of Roads, Salaries-PartTime	D.5112.8300	130 Co Roads, 2019 CR#60 Harrington Hill Rd Salaries - PartTime	\$ 592.28
D.5110	421 County Roads, Maint of Roads, Equipment Rental	D.5112.8300	421 Co Roads, 2019 CR#60 Harrington Hill Rd Equipment Rental	\$ 4,209.96
D.5110	810 County Roads, Maint of Roads, Retirement	D.5112.8300	810 Co Roads, 2019 CR#60 Harrington Hill Rd Retirement	\$ 464.68
D.5110	830 County Roads, Maint of Roads, Social Security	D.5112.8300	830 Co Roads, 2019 CR#60 Harrington Hill Rd Social Security	\$ 283.64
D.5110	831 County Roads, Maint of Roads, Medicare	D.5112.8300	831 Co Roads, 2019 CR#60 Harrington Hill Rd Medicare	\$ 66.31
D.5110	860 County Roads, Maint of Roads, Hospitalization	D.5112.8300	860 Co Roads, 2019 CR#60 Harrington Hill Rd Hospitalization	\$ 725.64
D.5110	865 County Roads, Maint of Roads, Dental	D.5112.8300	865 Co Roads, 2019 CR#60 Harrington Hill Rd Dental	\$ 15.28

\$10,577.14

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

Road Salaries & Benefits

REQUEST FOR TRANSFER OF FUNDS

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

FROM Department of Public Works

Name of Department

SIGNED: _____ DATE: 8/20/2019

<u>FROM CODE</u>	<u>TITLE</u>	<u>TO CODE</u>	<u>TITLE</u>	<u>AMOUNT</u>
DM.5130	110 Machinery, Salaries - Regular	DM.5130 120	Machinery, Salaries - Overtime	\$223.86

<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: Coverage while Division Head was on vacation.

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

REQUEST FOR TRANSFER OF FUNDS

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

FROM DPW - Park & Rec

Name of Department

SIGNED: _____

DATE: 8/20/2019

<u>FROM CODE</u>	<u>TITLE</u>	<u>TO CODE</u>	<u>TITLE</u>	<u>AMOUNT</u>
A.7111	110 General, Up Yonda Farm, Salaries - Regular	A.7111 120	General, Up Yonda Farm, Salaries - Overtime	\$41.55
A.1628	110 General, Waste Management Cont, Salaries - Reg	A.1628 120	General, Waste Management Cont, Salaries - Overtime	\$ 441.10

\$482.65

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

HHW & Up Yonda

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: Department of Public Works

DATE: August 20, 2019

- (a) Purpose of Request: Authorizing Agreement with Various Municipalities for 2020 Roadway Maintenance and including a Category for Equipment Improvement.

- (b) Details: Authorizing Agreement with Various Municipalities for 2020 Roadway Maintenance and including a Category for Equipment Improvement.

- (c) Previous Resolution Number:

- (d) Where are the Funds (if required)? List Budget Code, Object Code, Full Title* and Amount: D.5110 470 County Road, Maintenance of Roads, Contracts (amount to be determined) D.5142 470 County Road, Snow Removal - County, Contracts (amount to be determined)

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

* as listed in budget and LOGOS

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	9968
2016	1176	1245	332	415	390	614	614	806	845	732	703	2538	10410
2017	1822	1802	1413	413	430	721	1017	791	1400	478	283	2569	13139
2018	1906	2162	1315	740	296	259	330	428	*822	291	1405	1120	10252
2019	3422	2166	659	176	208	254	306						7191

Department of Public Works
 Diesel & Unleaded Fuel Expense
 for Period Ending
 July 31, 2019

DM5130 442

Year	January	February	March	April	May	June
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
2016	\$ 11,189.37	\$ 12,820.42	\$ 9,689.26	\$ 15,024.30	\$ 14,069.63	\$ 17,328.07
2017	\$ 21,387.26	\$ 22,546.21	\$ 19,543.07	\$ 13,450.58	\$ 15,588.71	\$ 21,556.10
2018	\$ 26,625.23	\$ 27,133.90	\$ 20,008.52	\$ 15,070.85	\$ 15,854.51	\$ 19,985.82
Actual 2019 Expense To Date	\$ 30,952.44	\$ 23,897.24	\$ 14,245.07	\$ 11,184.73	\$ 13,597.30	\$ 16,785.27

Year	July	August	September	October	November	December	Year Total
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
2016	\$ 15,243.84	\$ 18,994.42	\$ 18,721.47	\$ 17,056.14	\$ 14,958.03	\$ 25,415.08	\$ 190,510.03
2017	\$ 22,051.59	\$ 19,965.96	\$ 20,515.99	\$ 14,422.61	\$ 13,213.30	\$ 24,437.99	\$ 228,679.37
2018	\$ 18,475.03	\$ 23,811.97	\$ 21,131.51	\$ 22,659.57	\$ 21,590.76	\$ 15,582.31	\$ 247,929.98

Actual 2019 Expense To Date \$ 19,858.20 \$ 130,520.25

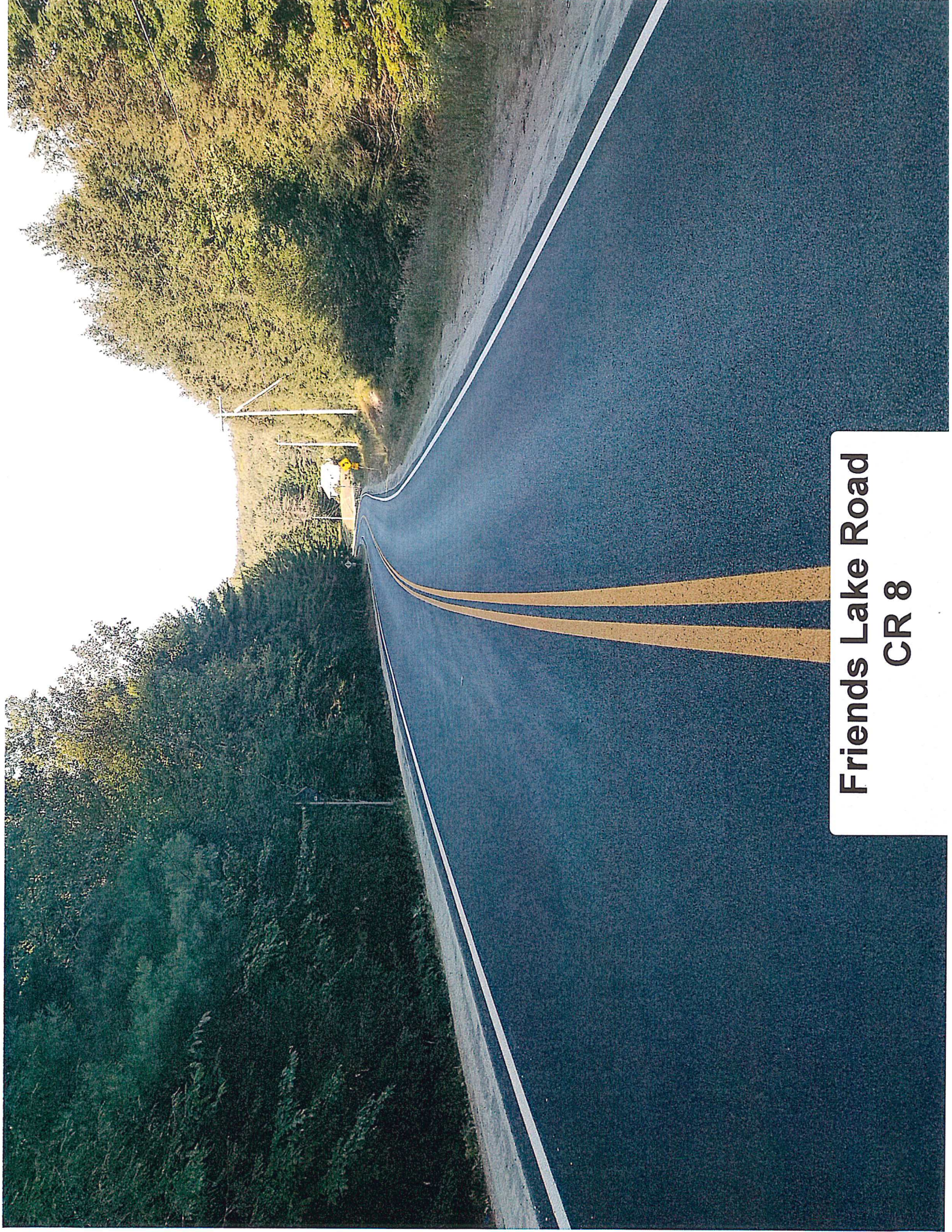
Actual 2019 Budget \$ 250,000

Budget Balance after July expense \$ 119,480

Less: Projected Additional Expense \$ 102,928

Projected Budget Overage or (Shortage) @ current rates \$ 16,552

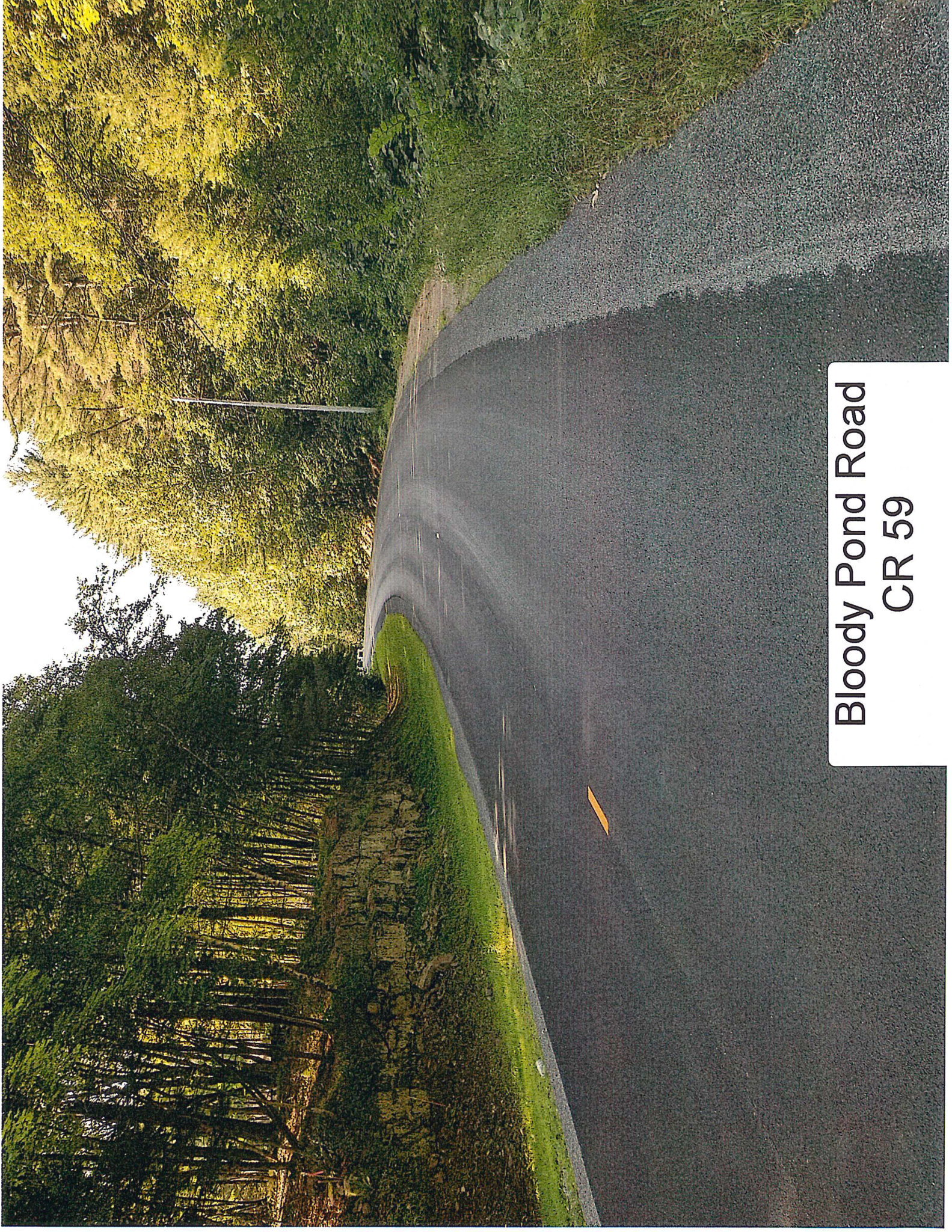
Gas Usage 2019



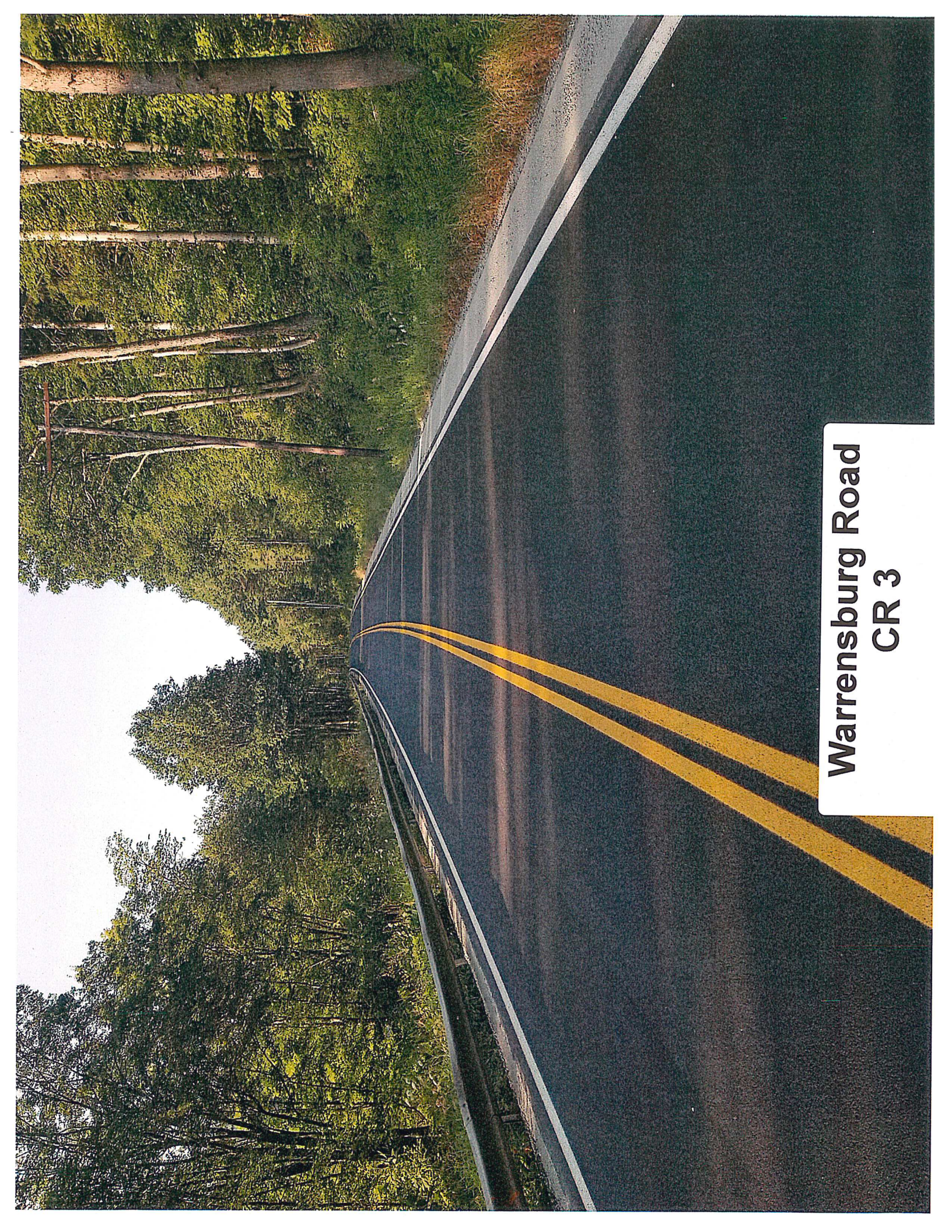
**Friends Lake Road
CR 8**



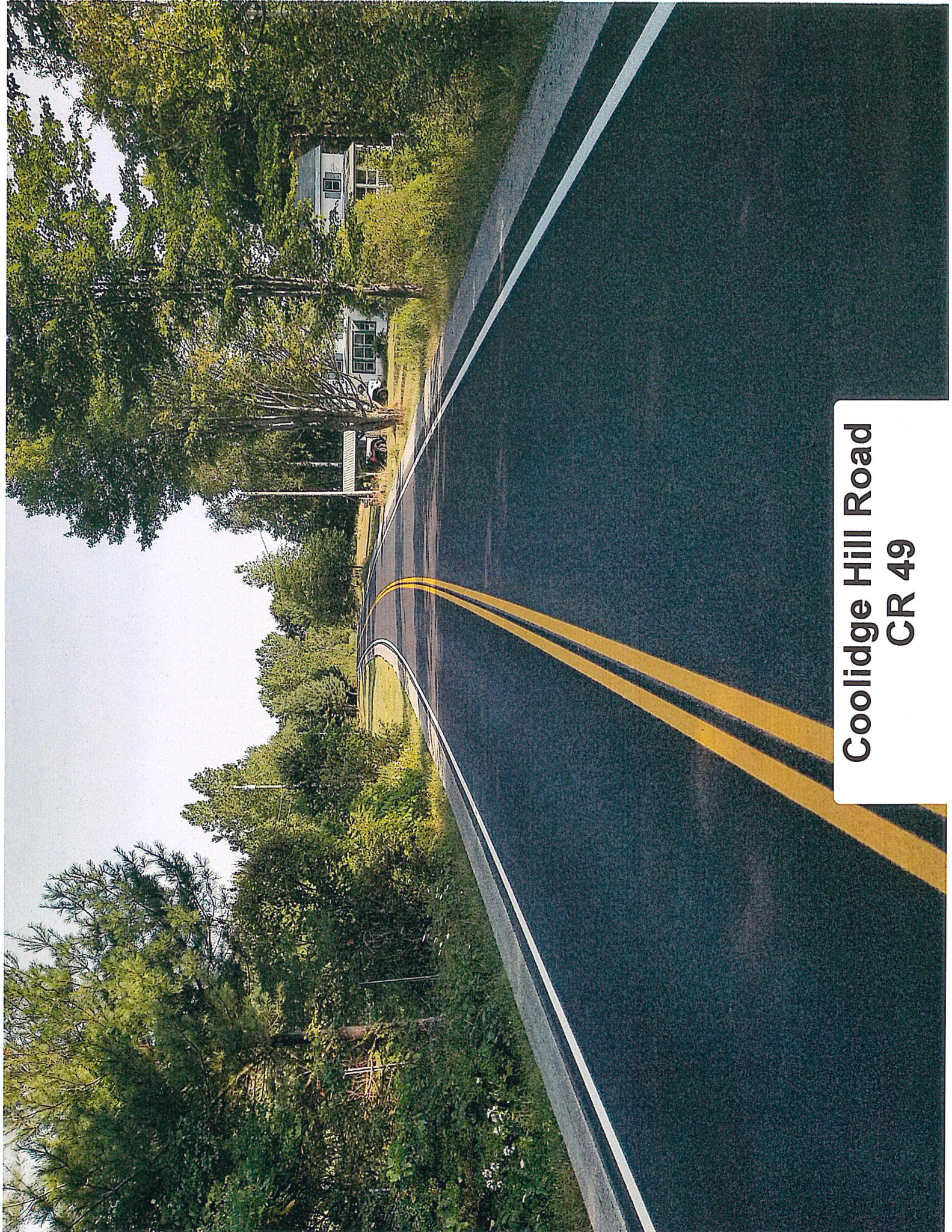
Thirteenth Lake Road
CR 78



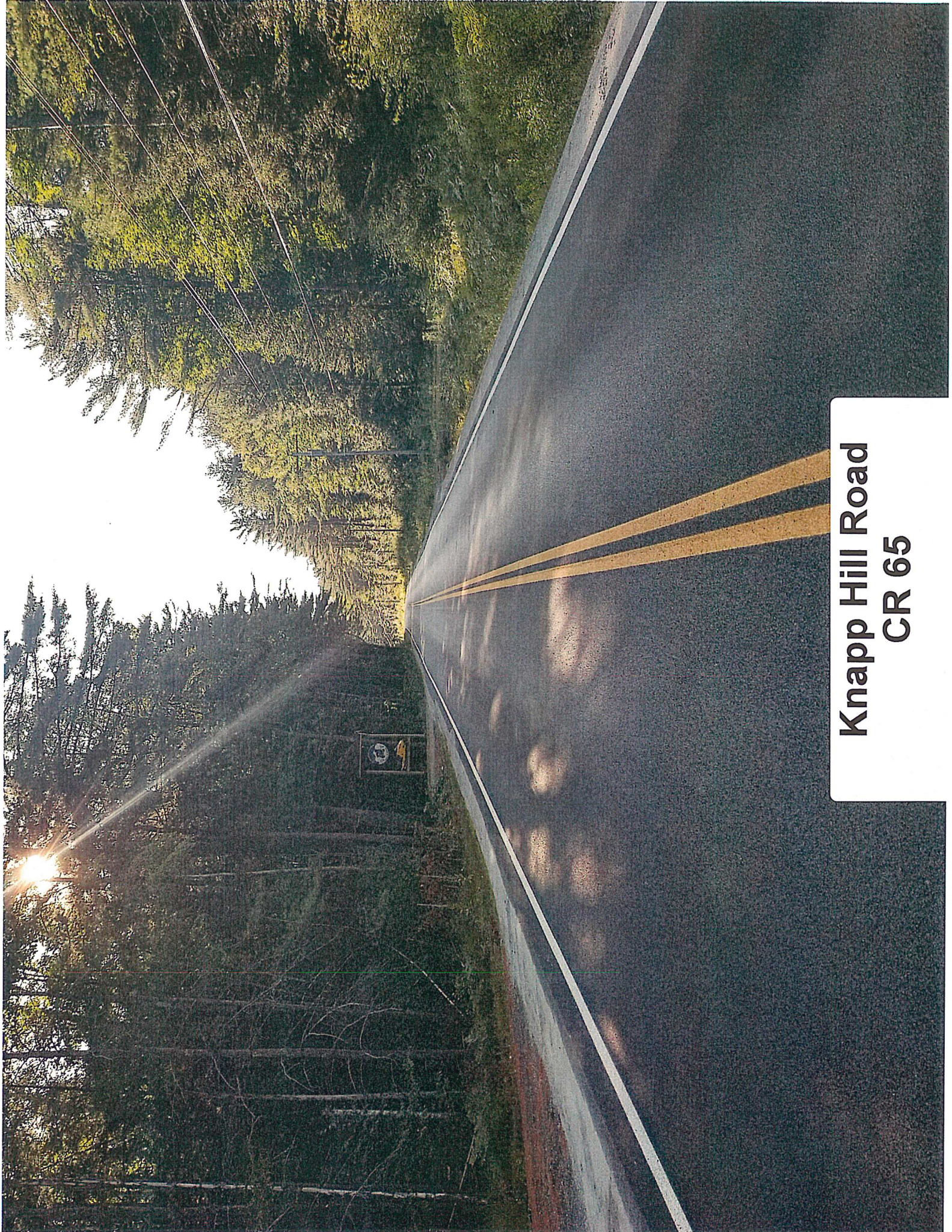
Bloody Pond Road
CR 59



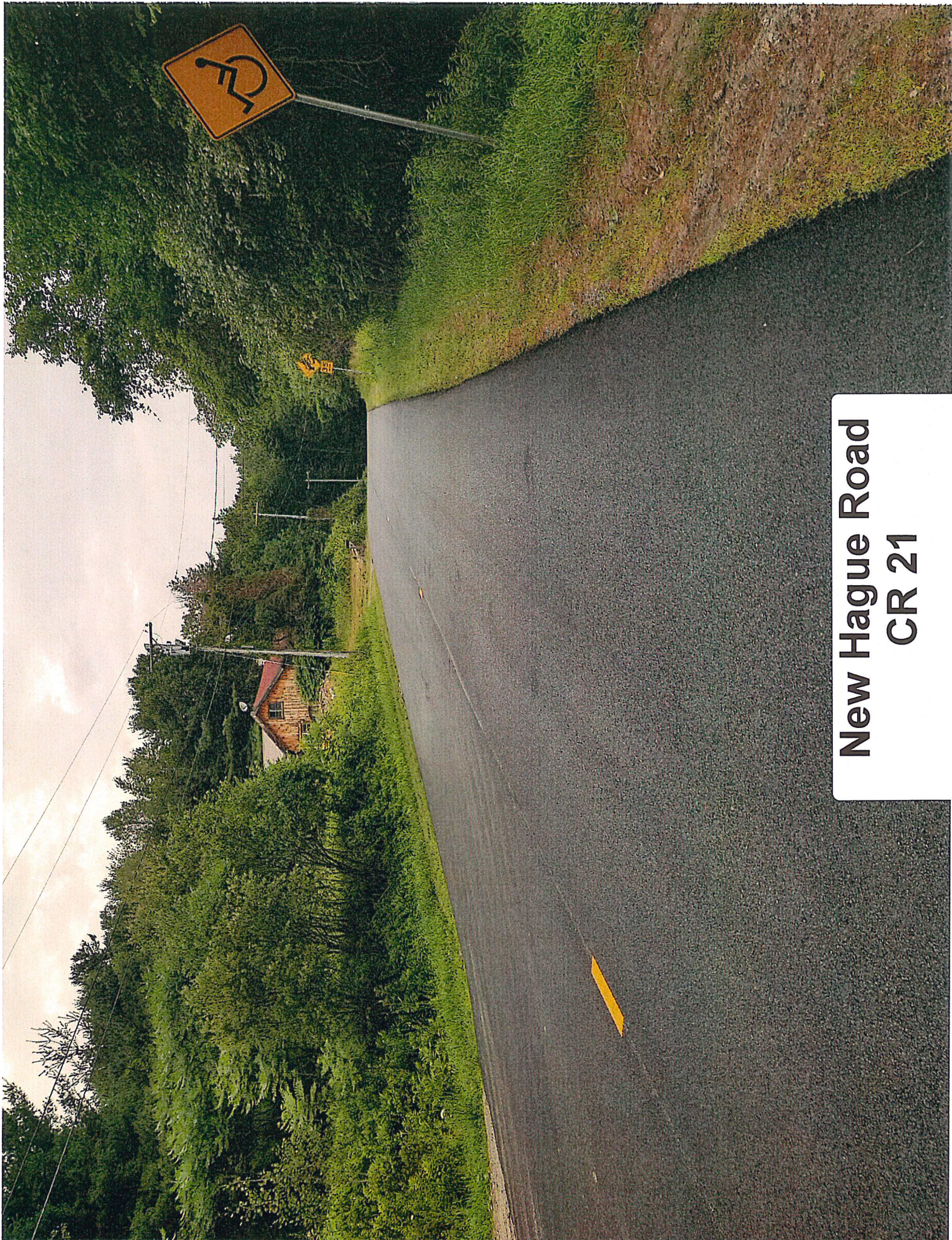
**Warrensburg Road
CR 3**



**Coolidge Hill Road
CR 49**



**Knapp Hill Road
CR 65**



**New Hague Road
CR 21**



**West Hague Road
CR 21**





NO SMOKING
WITHIN 100'
UNDER FUEL AND...

SMALL CAR PARKING ONLY.
PLEASE PULL FORWARD.



