

WARREN COUNTY BOARD OF SUPERVISORS

COMMITTEE: PUBLIC WORKS

DATE: MARCH 23, 2021

COMMITTEE MEMBERS PRESENT: SUPERVISORS: CONOVER
HOGAN
DICKINSON
THOMAS
BRUNO
GERAGHTY
MERLINO

OTHERS PRESENT: KEVIN HAJOS, SUPERINTENDENT OF PUBLIC WORKS
KARIN BADEY, ENVIRONMENTAL EDUCATION ADMINISTRATOR, UP
YONDA FARM ENVIRONMENTAL EDUCATION CENTER
HARRISON FREER, REPRESENTING ADIRONDACK CYCLING ADVOCATES
RACHEL E. SEEBER, CHAIRWOMAN OF THE BOARD
RYAN MOORE, COUNTY ADMINISTRATOR
MARY ELIZABETH KISSANE, COUNTY ATTORNEY
AMANDA ALLEN, CLERK OF THE BOARD
SUPERVISORS BRAYMER
DRISCOLL
FRASIER
LEGGETT
MAGOWAN
SHEPLER
SMITH
WILD
ROBERT BLAIS, MAYOR, VILLAGE OF LAKE GEORGE
KEITH LANFEAR, VILLAGE OF LAKE GEORGE SUPERINTENDENT OF
PUBLIC WORKS
TAMMIE DeLORENZO, ASSISTANT TO THE COUNTY ADMINISTRATOR
WAYNE LAMOTHE, COUNTY PLANNER
DON LEHMAN, DIRECTOR OF PUBLIC AFFAIRS
LIZA OCHSENDORF, DIRECTOR, EMPLOYMENT & TRAINING
ADMINISTRATION
TOSHA BROWNELL, COMPUTER HELP DESK TECHNICIAN
SARAH McLENITHAN, DEPUTY CLERK OF THE BOARD

Please note, the following contains a summarization of the March 23, 2021 meeting of the Public Works Committee; the meeting in its entirety can be viewed on the Warren County website using the following link: <https://warrencountyny.gov/mma>

Note: As per Governor Cuomo's Executive Order 202.1: "Article 7 of the Public Officers Law, to the extent necessary to permit any public body to meet and take such actions authorized by the law without permitting in public in-person access to meetings and authorizing such meetings to be held remotely by conference call or similar service, provided that the public has the ability to view or listen to such proceeding and that such meetings are recorded and later transcribed". All of the Committee members in attendance participated virtually, except for Supervisors Thomas, Bruno, Geraghty and Merlino who were physically present.

Mr. Conover called the meeting of the Public Works Committee to order at 9:52 a.m.

Copies of the DPW, Parks, Recreation & Railroad and Solid Waste agendas were distributed to those in attendance, those participating remotely accessed the agendas via the Warren County website. Copies of the agendas are on file with the meeting minutes.

Prior to commencing the agenda review, Mr. Conover called for a motion to approve the minutes of the prior Committee meeting, subject to correction by the Clerk of the Board. The necessary motion was made by Mr. Dickinson, seconded by Mr. Thomas and carried unanimously.

Commencing the review of the Parks, Recreation & Railroad agenda, Kevin Hajos, *Superintendent of Public Works*, presented a request to amend the agreement with Revolution Rail Co. to add the use of the Hadley and Thurman Rail Stations for their operations during 2021 for a fee of \$500 per station per month.

Mr. Dickinson inquired if the facilities were empty and Mr. Hajos replied in the negative. Mr. Dickinson asked if there was any other use for these buildings and Mr. Hajos replied in the negative. Mr. Dickinson commented he felt this was a great way to generate revenue on buildings the County had no use for. Mr. Thomas questioned whether the fee included utilities and Mr. Hajos replied in the negative, informing Revolution Rail Co. would be responsible for covering this cost. In response to a question posed by Mr. Geraghty, Mr. Hajos informed he believed Revolution Rail Co. would be using the Stations to stage as ticket booths.

Motion was made by Mr. Dickinson, seconded by Mr. Thomas and carried unanimously to approve the request and the necessary resolution was authorized for the April 16th Board meeting. *A copy of the resolution request form is on file with the minutes.*

Prior to reviewing the presentation from Adirondack Cycling Advocates regarding signs for the Warren County Bike Trail, Mr. Hajos announced Karin Badey, *Environmental Education Administrator, Up Yonda Farm Environmental Education Center*, was present to provide an update on the Maple Festival Days and Winter Snowshoeing Program held at Up Yonda Farm Educational Center, but she was unavailable due to technical difficulties. He proceeded to provide an overview of the project The Friends of Up Yonda Farm, Inc. were proposing for the pond area of the property which would consist of a walkway and gardens around the wetlands located on the western side of the pond which he was fully supportive of. He explained they planned on using grant funding and donations to pay for this great addition to the property. He added they were also working with a sign maker to develop a revised interpretive panel sign for the property which would have no cost to the County. He indicated once the new sign was completed the staff from Up Yonda Farm Educational Center would take down the old one and install the replacement with the assistance of staff from the Parks, Recreation & Railroad Department. Mr. Conover commented he hoped a letter would be written to their organization thanking them for the improvements they were making to the property.

Returning to the update on the Maple Festival Days event and Winter Snowshoeing Program at Up Yonda Farm Educational Center, Ms. Badey apprised due to the pandemic they were unable to hold their annual Pancake Breakfast event and instead held Maple Festival Days which consisted of twelve programs a day over two Saturday's with anywhere from 8-12 participants per program. She informed the event generated slightly more than \$1,500 in revenue and they also held four days of home school programs which consisted of two programs a day that had a total of about 73 participants; she noted they had generated more revenue

by doing this then they typically did with the Pancake Breakfast event; however, she noted, their revenue would be slightly below the usual amount they generated in March because the local school districts were not doing field trips to their facility.

In regard to the Snowshoeing Program, Ms. Badey informed this was the first year they had held this program beginning with Saturday's only in January and then Sunday's were added in February. She indicated this program was a success and was fully booked each day it was offered, noting more individuals visited the facility this February than any other prior year even when considering the attendance from the local school districts field trips to the facility. She said she believed they would hold this program again in the future, but reduce them to three programs being offered a day instead of four.

Mr. Conover remarked he felt the Snowshoeing Program had been timely and very well received. He asked if Ms. Badey was aware of how many pairs of snowshoes they had offered for rent and Ms. Badey responded she was unsure of the exact figure, but there was a minimum of at least fifty pairs. She stated the programs consisted of 8-12 participants in each session to ensure it was COVID compliant and they also rented snowshoes when they were not offering the program. She said she felt the program was such a success because individuals were seeking ways to get out of the house and be active. Mr. Hajos asked Ms. Badey to elaborate what individuals did at the Maple Festival Days. Ms. Badey apprised they had stations outside that they guided individuals through that consisted of a combination of science and history beginning with tapping, temperature and what made the sap run and then they would go to a station that was set up regarding Native Americans, how maple syruping got started and some Native American stories. She said they then moved to a station pertaining to European settlers and how they made some changes and added to the process eventually ending with the sugar house and boiling operation and how it had been updated.

Returning to the discussion item concerning signs for bike path, Mr. Hajos advised Harrison Freer was present representing the Adirondack Cycling Advocates to discuss their proposal to brand the Warren County Bike Trail with some different signing, as well as clean up some of the existing signs which he was in agreement with. He offered privilege of the floor to Mr. Freer who proceeded to review a Power Point presentation entitled "Warren County Bikeway Sign Improvement Recommendations", which he reviewed in detail. *A copy of the presentation is on file with the meeting minutes.*

A brief discussion ensued during which Mr. Conover requested that Mr. Hajos forward the presentation on to the full Board for review.

Mr. Hajos stated he had a few things to discuss that were not included on the agenda involving the Warren Count Bike Trail, the first of which pertained to a request he had received from Senator Stec's son Peter to do an Eagle Scout Project which he had not presented to his troop yet to create a memorial garden for Warren County residents who had passed away as a result of COVID-19 and involved some planting of trees and perennial shrubs. He advised of the locations he had suggested for this memorial, Mr. Stec had selected either side of the Quaker Road Bridge approach where there were some grassy areas that this memorial garden could be developed on. He apprised he had referred Mr. Stec to the Warren County Soil & Water Conservation District to determine what type of trees and shrubs could be planted within that area. Mr. Hajos indicated although approval was not required from the Committee he wanted to ensure everyone was in favor of Mr. Stec moving forward with this project pending approval from his troop which all of the

Committee members expressed support for.

Mr. Hajos informed the next matter he would like to discuss concerned the Rotary Club of Lake George's request to volunteer to assist the County in its typical spring clean up of the Warren County Bike Trail this year during the last week of April and the first week of May. He stated he was seeking the consensus of the Committee to move forward with this. Mr. Conover apprised he did not believe any action was required of the Committee; however, he noted, he would like for Mr. Hajos to notify the full Board and any departments this may impact to ensure everyone was aware of this activity.

In regard to the Referral/Pending Items portion of the agenda, Mr. Hajos advised the acknowledged portions of the railroad track where no signage was posted and snowmobilers were using it was not permitted, adding he believed he would consider this to be trespassing, but he would defer to Mary Elizabeth Kissane, *County Attorney*, to expound on. Ms. Kissane stated although the snowmobilers were trespassing if it was an attractive nuisance and the County did not have sign erected that could be something that was analyzed in a court case. She added she believed the County would always be named in a lawsuit if an incident were to occur and it was just a matter of how well the County could defend itself. She said she and Mr. Hajos would have to get together to discuss erecting something like no trespassing signs to ensure if the County was ever brought into litigation then there would be a solid defense in place.

Proceeding to the review of the DPW agenda, Mr. Hajos presented the following requests:

1. To fill the vacant position of MEO (L) #6, *Grade 7, Base Annual Salary \$33,600*, due to promotion.
2. To fill the vacant position of MEO (L) #13, *Grade 7, Base Annual Salary \$33,600*, due to promotion.
3. To fill the vacant position of MEO (L) #27, *Grade 7, Base Annual Salary \$33,600*, due to resignation.
4. To fill the vacant position of MEO (M) #12, *Grade 9, Base Annual Salary \$36,214*, due to resignation.

Motion was made by Ms. Hogan, seconded by Mr. Dickinson and carried unanimously to approve Items 1, 2, 3 and 4 as outlined above and refer same to the Personnel, Administration & Higher Education Committee for reporting purposes. *Copies of the Notices of Intent to Fill Vacant Position forms are on file with the minutes.*

5. To authorize the County Treasurer to close the following Capital Projects and return remaining funds to the funding source:
H329, *Warren County Bikeway Improvements*, with no estimated funds remaining;
H343, *West Brook Road Sidewalk*, and return estimated funds in the amount of \$7 to Budget Code D.9950 910, *Transfers - Capital Projects*;
H351, *CR 44 Over Hudson River Bridge Painting Project*, and return estimated funds in the amount of \$3 to Budget Code D.9950 910, *Transfers - Capital Projects*;
H365, *Bay Road (CR7) Preservation Project*, and return estimated funds in the amount of \$11 to Budget Code D.9950 910, *Transfers - Capital Projects*;
H366, *West Mountain Road (CR 58) Pavement Preservation Project*, and return estimated funds in the amount of \$2 to Budget Code D.9950 910, *Transfers - Capital Projects*; and H374, *Warrenburg Fuel Farm*, and return estimated funds in the amount of \$7,090 to Budget Code DM.9950, *Road*

Machinery, Road Machinery, Transfers-Capital Projects.

Mr. Hajos stated the County Treasurer was requesting that the Capital Projects included on the resolution request form be closed out and return any remaining funds to the funding source. He added any remaining funds would be used to cover the approximately \$2,000 deficit in Capital Project H351, *CR 44 Over Hudson River Bridge Painting Project*.

Motion was made by Mr. Dickinson, seconded by Ms. Hogan and 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.*

6. To increase Capital Project H351, *CR 44 Over Hudson River Bridge Painting Project*, in the Town of Luzerne in the amount of \$2,097.

Motion was made by Mr. Dickinson, seconded by Ms. Hogan 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.*

7. To establish DM 868.00, *Reserve, Repairs*, in accordance with General Municipal Law, Section 6-d, to cover the cost of repairs to the mobile brine unit and authorizing the appropriation of funds in the amount of \$9,376.78 from Budget Code DM 909.00, *Road Machinery, Road Machinery, Transfers-Capital Projects*.

Mr. Hajos apprised the County purchased a mobile brine unit last year using grant funding and financial contributions from some of the towns and he would like to create a Reserve Account to hold the remaining funds to cover the cost of any future maintenance or repairs required to the machine.

Motion was made by Mr. Merlino, seconded by Mr. Dickinson 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.*

8. To establish Road Project D.5112.8343 280, *2021 CR 22 Harrisburg Road*, for EWR (*Extreme Winter Recovery*) Program with regard to Highway Resurfacing and Highway Reconstruction funded with Surplus funds from Budget Code D.909.00, *County Road Surplus*.
9. To authorize the appropriation of funds in the amount of \$219,211.01 from Budget Code D.909.00, *County Road Surplus*, and amending the County Budget for same to reflect receipt of CHIPS (*Consolidated Local Street and Highway Improvement Program*) EWR funding.

Mr. Hajos informed they had received the CHIPS funding for last year, but it was only 95% of what was originally going to be provided to the County. He said these funds were never appropriated into a Budget Code last year for the EWR; therefore, he advised, they would be allocating it into a Budget Code to use for a Road Project on CR 22 Harrisburg Road in the Town of Stony Creek.

Motion was made by Mr. Dickinson, seconded by Mr. Merlino and carried unanimously to approve Items

8 and 9 as outlined above and refer same to the Finance Committee. *Copies of the resolution request forms are on file with the minutes.*

10. To fill the vacant position of Engineer II, *Annual Salary \$73,670*, due to creation.

11. To fill the vacant position of Construction Specialist 1, *Annual Salary \$65,608*, due to creation.

Mr. Hajos advised he had been recruiting to fill these positions, but he had been having a difficult time locating qualified candidates. He stated they had recently found a candidate to fill the Engineer II position, but since it had been more than six months since he had requested approval to fill both positions Committee approval was once again required. He added he was still seeking a qualified candidate for the Construction Specialist 1 position.

Motion was made by Mr. Dickinson, seconded by Mr. Thomas and carried unanimously to approve Items 10 and 11 as outlined above and refer same to the Personnel, Administration & Higher Education Committee for reporting purposes. *Copies of the Notices of Intent to Fill Vacant Position forms are on file with the minutes.*

In regard to the Federal Aid Projects for 2021, Mr. Hajos informed this coming year they would be working on the following Federal Aid Projects: 13th Lake Road Bridge Project, Ox Bow Moon Hill in the Town of Queensbury which was a pavement preservation project; Call Street culvert replacement project; Call Street and East River Drive which would be a pavement preservation project; and Olmstedville Road Project in the Town of Chester later this year.

Mr. Hajos noted there were no referral or pending items to discuss.

Prior to proceeding to the Solid Waste Agenda review, Mr. Merlino advised he would like to recognize the County and town staff that assisted his town employees in learning how to use the mobile brine unit. Mr. Conover remarked he believed the use of the mobile brine unit was a step in the right direction and he thanked everyone involved in the process for bringing this to fruition. He added the goal was for there to be less salt used on the road while still being able to maintain safe road conditions.

A brief discussion ensued during which Mr. Hajos noted he had submitted an application to become a member of the Governor's Salt Task Force, as he believed it was imperative for the Adirondacks to be represented whether that be by him or another Town or County Highway Superintendent from this region. Mr. Conover mentioned he believed they should consider ways to assist those who could not afford to purchase live edge plows.

Moving along to the review of the Solid Waste Agenda, Mr. Hajos presented a request to amend the Table of Organization and Salary Schedule to create the position of Solid Waste/Recycling Compliance Coordinator, *Annual Salary \$43,605*, effective May 1, 2021.

Mr. Hajos stated once an individual was hired and on board for this position they would begin to manage and oversee the Local Solid Waste Management Plan, to enforce the Local Laws of 1991 and provide

assistance with any action the County would take moving forward concerning recycling and solid waste. He stated last month he had brought the title and job description to Committee for review and since then had worked with the County Human Resources Department to establish a salary for the position which was out-of-unit.

Mr. Thomas remarked he believed over the long-term this position would save not only the residents money, but also the County and towns if it was administered properly. Ms. Hogan stated she concurred with Mr. Thomas, adding this was a step in the right direction.

A brief discussion ensued following which a motion was made by Mr. Thomas, seconded by Mr. Dickinson and carried unanimously to approve the request as outlined above and forward same to the Personnel, Administration & Higher Education Committee. *A copy of the resolution request form is on file with the minutes.*

Mr. Hajos advised the next request pertained to filling the Solid Waste/Recycling Compliance Coordinator, *Annual Salary \$43,605*, due to creation.

Motion was made by Mr. Dickinson, seconded by Mr. Thomas and carried unanimously to approve the request and forward same to the Personnel, Administration and Higher Education Committee for reporting purposes. *A copy of the Notice of Intent to Fill Vacant Position Form is on file with the minutes.*

Proceeding to the Discussion Items portion of the agenda, Mr. Hajos apprised he had made the changes to the County's Local Solid Waste Management Plan requested by the NYSDEC (*New York State Department of Environmental Conservation*), all of which were minor and he was still awaiting approval from them. He stated once NYSDEC approved the plan he would bring it before the Committee for approval.

In regard to the permitting process, Mr. Hajos informed he was working with the County Attorney's Office on the proposed permitting process he had distributed to the Committee at the last meeting to ensure everything included was legally permissible. He stated once the Solid Waste/Recycling Compliance Coordinator was filled the County would begin issuing permits for the solid waste haulers throughout the County.

Mr. Conover asked Don Lehman, *Director of Public Affairs*, if there were any public comments and Mr. Lehman replied affirmatively. Mr. Lehman apprised Diane Collins, *representing the Zero Waste Committee*, thanked Mr. Hajos for providing them with a copy of the draft proposed hauler permit rules and data reporting requirements for comments which they would like to make a suggestion on. He stated Ms. Collins indicated the Zero Waste Committee was concerned with annual reporting, as they strongly recommended quarterly reporting. He informed Ms. Collins advised annual reporting would make it difficult to track trends and immediately detect if haulers were separating recyclables and where they were transporting them to. He said she mentioned annual totals would make it harder to line up weight slips and invoices to collaborate their data and report numbers, adding being provided with the data quarterly would also allow for the needed clarification. He informed Ms. Collin's second announcement was that the Zero Waste Movement had been sweeping the Country and opening doors transforming the throw away economy. He continued, apprising Ms. Collins was inviting all of the Committee members and in fact the full Board to attend the free Zoom

webinar entitled “Creating New Jobs and Enterprise through Zero Waste” on Wednesday, April 7, 2021 from 2:00 p.m. until 3:30 p.m. where the speakers would be four of the most respected leaders in the field of reuse and repair. He stated Ms. Collins indicated not throwing away recyclables would financially benefit Warren County municipalities and local economic growth and new jobs that were a vital interest to everyone. He apprised Ms. Collins would be emailing the webinar flyer to all of the Committee members.

Ms. Braymer stated she wanted to echo what Ms. Collins suggested regarding the quarterly reporting, as she believed this was an appropriate way to keep informed about what was occurring with the waste haulers. She asked Mr. Hajos if the Local Solid Waste Management Plan would be coming back before the Committee for approval and Mr. Hajos replied affirmatively. She inquired whether the NYSDEC had required any changes since the last time this had been discussed and Mr. Hajos responded by providing a brief summary of the minor changes that had been requested. Ms. Braymer questioned whether an electronics recycling day would be forthcoming and Mr. Hajos replied in the negative, informing there were two Household Hazardous Day events scheduled in the coming months. He stated one of these events would be held in the Town of Warrensburg and the other would be held in the Town of Queensbury. Mr. Conover inquired whether the State was still providing funding for these events and Mr. Hajos replied affirmatively, apprising the State reimbursed the County for 50% of the cost.

There being no further business to come before the Committee, on motion made by Mr. Dickinson, seconded by Mr. Merlino and carried unanimously, Mr. Conover adjourned the meeting at 10:52 a.m.

Respectfully submitted,
Sarah McLenithan, Deputy Clerk of the Board