

WARREN COUNTY BOARD OF SUPERVISORS

COMMITTEE: PUBLIC WORKS

DATE: SEPTEMBER 21, 2021

---

---

COMMITTEE MEMBERS PRESENT:

SUPERVISORS: CONOVER  
HOGAN  
DICKINSON  
THOMAS  
BRUNO  
GERAGHTY  
MERLINO

OTHERS PRESENT:

KEVIN HAJOS, SUPERINTENDENT OF PUBLIC WORKS  
TIM BENWAY, DIRECTOR, PARKS, RECREATION & RAILROAD  
THOMAS SZABO, SOLID WASTE AND RECYCLING COMPLIANCE COORDINATOR  
BETSY HENKEL, FISCAL MANAGER, DEPARTMENT OF PUBLIC WORKS  
RACHEL E. SEEBER, CHAIRWOMAN OF THE BOARD  
RYAN MOORE, COUNTY ADMINISTRATOR  
AMANDA ALLEN, CLERK OF THE BOARD  
ROBERT TERWILLIGER, ACTING COUNTY ATTORNEY  
SUPERVISORS BEATY (VIA ZOOM)  
BRAYMER  
DIAMOND  
LEGGETT  
MAGOWAN  
MCDEVITT  
SMITH  
TAMMIE DELORENZO, ASSISTANT TO THE COUNTY ADMINISTRATOR  
LEXIE DELUREY, DIRECTOR, REAL PROPERTY TAX SERVICES  
LEISA GRANT, PRINCIPLE ACCOUNT CLERK, TOURISM DEPARTMENT  
DON LEHMAN, DIRECTOR OF PUBLIC AFFAIRS  
SARAH MCLENITHAN, DEPUTY CLERK OF THE BOARD

---

---

Please note, the following contains a summarization of the September 21, 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: Pursuant to New York State Legislation (S.50001/A.40001): “Notwithstanding the provisions of article 7 of the public officers law to the contrary, any state agency, department, corporation, office, authority, board, or commission, as well as any local public body, or public corporation as defined in section 66 of the general construction law, or political subdivisions as defined in section 100 of the general municipal law, or a committee or subcommittee or other similar body of such entity, shall be authorized to meet and take such action authorized by law without permitting in public in-person access to meetings and authorize 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 were physically present.**

Mr. Conover called the meeting of the Public Works Committee to order at 10:39 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.

Motion was made by Mr. Bruno, seconded by Ms. Hogan and carried unanimously to approve the minutes of prior meeting, subject to correction by the Clerk of the Board.

The Committee commenced with a review of the Solid Waste agenda with the discussion items portion of the agenda as follows:

1. Composting Workshops - Thomas Szabo, *Solid Waste and Recycling Compliance Coordinator*, spoke about the upcoming Composting Workshops scheduled for September 30<sup>th</sup> at SUNY Adirondack.

2. Permitting Waste Haulers - Mr. Szabo advised the permit system would begin in January of 2022, with a focus on recycling to ensure the waste haulers were not disposing of recyclable materials in the landfill.
3. Waste Wizard- Recollect - Mr. Szabo indicated the departmental website would be getting a Waste Wizard application which was a condensed search engine for recyclable materials, anything that was compostable and certain items that were disposed of in the landfill as an educational aspect to ensure all materials were disposed of properly.
4. Budget Review - This item would be addressed at the conclusion of the review of the Parks, Recreation & Railroad and DPW agendas.

A discussion ensued regarding composting during which Kevin Hajos, *Superintendent of Public Works*, noted there was a local group who had expressed a desire to partner with the County and possibly due a land lease on one of the County properties for which he requested that they develop a plan to present at a future Committee meeting.

Moving along to the Parks, Recreation & Railroad agenda, the following discussion items were reviewed:

1. Bikeway Paving - Tim Benway, *Director, Parks, Recreation & Railroad*, provided an overview of the paving that was taking place on the Warren County Bike Trail which would be completed by next year.
2. RFP for Bikes on Railroad - Mr. Benway apprised he had received two separate inquiries from companies other than the current contractor, Revolution Rail Co., interested in operating rail bikes on the County Railroad. A discussion ensued during which a motion was made by Mr. Merlino and seconded by Mr. Dickinson to extend the licensing agreement with Revolution Rail Co. for an additional year. Robert Terwilliger, *Acting County Attorney*, indicated according to the current agreement Revolution Rail Co. was required to provide the County with a ridership report before the County would consider renewing the agreement. Further discussion occurred following which Messrs. Merlino and Dickinson withdrew their motions.
3. Budget Review - This item would be addressed at the conclusion of the review of the DPW agenda.

Moving on to the Referral/Pending Item relating to the County-owned Railroad property that the Town of Johnsbury had expressed an interest in acquiring, Ms. Hogan informed the Town was working on the process to get the property sub-divided and were still interested in moving forward with acquiring these properties.

In regard to developing a plan to present at the next Committee meeting to set aside some funding for general railroad maintenance, with minimal costs, without requiring further approval from the Committee, Mr. Hajos indicated the Treasurer's Office had advised him that any appropriations from the Railroad Reserve Account required approval from the Committee and then the full Board. It was the consensus of the Committee to remove this item from the referral listing.

Concluding the agenda review, Mr. Hajos advised a joint meeting was held with the Public Safety Committee on September 16<sup>th</sup> to discuss permitting electric bikes and scooters on the Warren County Bike Trail following which they were working on gathering information from other Pilot Programs that occurred elsewhere throughout the Country to use to assist with determining whether the County wanted to move forward with its own in the Spring of 2022.

Proceeding to the review of the Public Works agenda, Mr. Hajos noted approval of the July 20<sup>th</sup> Committee meeting minutes was required. The necessary motion was made by Ms. Hogan, seconded by Mr. Thomas and carried unanimously to approve the minutes subject to correction by the Clerk of the Board.

Mr. Hajos presented the following requests :

1. To amend the County Budget in the amount of \$1,742.50 to reflect receipt of insurance recovery payment for guardrail repairs.
2. To amend the County Budget in the amount of \$138.10 to reflect receipt of insurance recovery payment for guardrail repairs.

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

3. To authorize a new contract Thurman Volunteer Fire Department for use of the County Motor Fuel System.

Motion was made by Mr. Thomas, seconded by Mr. Dickinson and carried unanimously to approve the request and the necessary resolution was authorized for the October 15<sup>th</sup> Board meeting. *A copy of the resolution request form is on file with the meeting minutes.*

4. To authorize a new contract with the lowest responsible bidder for upgrading the fuel monitoring systems pursuant to the terms and provisions of the specifications (WC 48-21) and proposal for a term commencing upon execution by both parties and terminating upon completion of the work.

Motion was made by Mr. Dickinson, seconded by Mr. Merlino and carried unanimously to approve the request and the necessary resolution was authorized for the October 15<sup>th</sup> Board meeting. *A copy of the resolution request form is on file with the meeting minutes.*

5. To authorize a transfer of funds amongst various road projects totaling \$219,270.35.

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 meeting minutes.*

6. To amend the County Budget in the amount of \$219,270.35 to increase Budget Code D.9950 910, *Transfers, Capital Projects*, to account for local match for various capital projects.

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 meeting minutes.*

7. To increase Capital Project H384, *CR 11 over Finkle Brook Culvert*, in the Town of Bolton in the amount of \$257,532.66.
8. To authorize a new contract with Galusha & Sons, LLC. for construction of Capital Project H384, *CR 11 over Finkle Brook Culvert*, in the Town of Bolton pursuant to the terms and provisions of the specifications (WC 31-21) and proposal for a term commencing upon execution by both parties and terminating upon completion of the work.
9. To amend the current contract with Barton & Loguidice to include Supplemental Agreement No. 1 for additional design services, construction support and construction inspection services.

Motion was made by Mr. Dickinson, seconded by Mr. Merlino and carried unanimously to refer Item 7 to the Finance Committee and the necessary resolutions were authorized for the October 15<sup>th</sup> Board meeting for Items 8 and 9. *Copies of the resolution request forms are on file with the meeting minutes.*

Finally, a review of the Discussion Items portion of the agenda occurred which consisted of reviews of the 2021 Road and Bridge Project Update and the 2022 Budget Requests for Parks, Recreation & Railroad, Solid waste and DPW Divisions, copies of which are on file with the meeting minutes.

There being no further business to come before the Committee, on motion made by Mr. Dickinson, seconded by Mr. Geraghty and carried unanimously, Mr. Conover adjourned the meeting at 11:40 a.m.

Respectfully submitted,  
Sarah McLenithan, Deputy Clerk of the Board